

000 1325
 001 003
 002 146
 003
 004
 005 Department of State
 006 Public Archives Commission
 140 Office Correspondence
 200 1914
 210 1965
 220
 240 17.00 cubic feet
 241
 261 Correspondence to and from Archives, relevant to historical,
 genealogical, or general information.
 270 Files were separated alphabetically and by subjects. Alphabetical files
 contain sender's original correspondence and a copy of the Archive's
 response. Subject files show topic heading (eg boundaries) and contain
 letters and/or materials from sender and archive's response generally
 concerning activities and operations of the Archives. Subject files
 contain information that documents activities and functions of the
 office (ie - State Song Commission, includes all entries submitted)
 290
 310
 329 WORK STATUS ARCHIVIST:
 ___ needs sorting ___ review for identification/
 ___ needs unfolding further determination
X needs foldering/reboxing ___ processing
X other: Acidic files & ___ determine origin/purpose
overstuffed boxes ___ other:
 CONDITION:
 ___ totally disorganized FILM:
 ___ order not apparent ___ for security
 ___ origin questionable ___ destroy original
 ___ other: _____ ___ other:
 330 Separated by letter, and thereunder, by year of correspondence. Subject
 files are also filed alphabetically at the end of the above alpha files.
 331 No index.
 332 Handwritten; Typed
 350
 360 Poor condition with acid, storage and dirt damage.
 390
 420
 430
 990 5/16/95
 995 April 23, 1996; August 10, 1996; July 8, 1997; November 13, 2018