

000 5030
001 000
002 002
003
004
005 Town of Bellefonte
140 Correspondence
141
142
200 1925
210 1961
220
241 1.00 cubic feet, 2 wood letter boxes.
261 Letters sent and received by the Town Commissioners.
27X Letters show date, sender, recipient, and matters under consideration such as the construction and maintenance of sewers, and sidewalks; violations of town ordinances; the installation of heaters and plumbing in town buildings.

29X
310
329 WORK STATUS ARCHIVIST:
 ___needs sorting ___review for identification/
 ___needs unfolding further determination
 X needs foldering/reboxing X processing
 X other: REMOVE FROM ___determine origin/purpose
 ___other:
 "WOOD LETTER BOXES"

CONDITION: FILM:
 ___totally disorganized ___for security
 ___order not apparent ___destroy original
 ___origin questionable ___other:
 ___other _____

330 One box is in numerical order by number assigned to the letter.
331 One box has card index which gives name of correspondent and number of letter.
332 Handwritten; typed; form printed with writing; form printed with typing.
360 Fair; acid damage; dirt damage; metal fasteners.
390 None.
430
900
990 10/07/1987
995 March 15, 1988; March 21, 1988; December 22, 1995; April 17, 1996; March 24, 1997
999 Box also includes 4 packets of letters in no apparent order.
rlg/clf