

000 5100
 001 000
 002 252
 003
 004
 005 City of Wilmington
 006 Mayor Office
 140 Correspondence of Mayor William T. McLaughlin
 141
 142
 200 1977
 210 1984
 220
 241 5.00 cubic feet
 261 Correspondence received and sent by the mayor.
 27X Includes for each month a correspondence file and chronological file.
 The series contains general correspondence, compliments and
 congratulation messages to the mayor. Chronological files show date and
 names of sender and sendee and contain an attached copy of a response
 from the mayor's office.

29X
 310
 329 WORK STATUS ARCHIVIST:

<input type="checkbox"/> needs sorting	<input type="checkbox"/> review for identification/ further determination
<input type="checkbox"/> needs unfolding	<input type="checkbox"/> processing
<input checked="" type="checkbox"/> needs foldering/reboxing	<input type="checkbox"/> determine origin/purpose
<input type="checkbox"/> other: _____	<input type="checkbox"/> other:

CONDITION: FILM:

<input type="checkbox"/> totally disorganized	<input type="checkbox"/> for security
<input checked="" type="checkbox"/> order not apparent	<input type="checkbox"/> destroy original
<input type="checkbox"/> origin questionable	<input type="checkbox"/> other:
<input type="checkbox"/> other: _____	

330 Files are arranged chronologically.
 331 none
 332 handwritten; typed.
 350
 360 fair; acid damage; storage damage.
 390 none
 430
 900
 990 8/17/1995
 995 October 30, 1995; September 10, 1996; May 8, 1997; May 28, 1997; July
 24, 1997
 999
 bhh