000 6100
001 000
002 008
003
004
005 City of Dover
140 Ledger
141
142
200 1910
210 1915
220
241 1 volume, 0.12 cubic feet, in a cf box (with 6100.7, 6100.9, 6100.10, 6100.11, 6100.12, and 6100.13)
261 Financial record of an unidentified public function.
27X Shows account heading, date, amount of disbursement, method of payment (bill or cash) and amount of receipt.
29X Ledger.
310
329 WORK STATUS

___needs sorting
___needs unfolding
___needs foldering/reboxing
___other: _____

CONDITION:

___totally disorganized
___order not apparent
___origin questionable
___other:_____

ARCHIVIST:

___review for identification/ further determination
___processing
___determine origin/purpose
___other:

FILM:

___for security
___destroy original
___other:

330 Randomly by account heading and thereunder chronological by date of entry.
331 Within, alphabetical by name of account heading.
332 Form printed with writing.
360 Fair; acid damage; rust damage; dirt damage; loose spine.
390 None.
430
900
990 5/19/1987
995 September 24, 1987; April 19, 1996; October 9, 1996; April 8, 1997
999 Not much information given in receipt or disbursement column.
bhh/clf