

11/17/37

Carl Blagle

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick
Agency or department Sheriff's Office
Bureau Sheriff's Records

1. Exact title Cash Book ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1 Vol.
1934-37, No lettering or numbering by the year

3. Missing volumes, by numbers and dates Records previous 1934
Kept by respective Sheriff's as their property

4. Exact description of contents; summary of forms used; and general remarks Receipts, from State fines, General and Auto, from Clerk of the Court, Sheriff's Fees, Advertising, Magistrates Costs, Disbursements, Check number, Amount, Salaries, Telephone and Postage, (over to # 13)

5. Indexing No Index, Arranged ^{chron.} ~~as entered~~

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: White Canvas Leather (), cloth (), paper (). Condition is: Excellent (), good (X), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (X), faded (), illegible ().

9. Condition of paper: Excellent (), good (X), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size ~~16 x 12 x 2~~ ~~12 x 16 x 2~~ Loose leaf, 150 pps
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In Sheriff's Office, Frederick
County Court House
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information Continued:- Stationery and Printing,
Expenses Boarding Prisoners, Miscellaneous,
Payments to Auto Commissioner, Clerk of the
Court, Interest and Costs and Legal
Advertising.

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(2)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
 (Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Frederick
 Agency or department Frederick County Jail
 Bureau Sheriff's Records

1. Exact title Sheriff's Prisoners Records (All Prisoners)
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years Dec. 1, 1934 to Mar. 1937;
2 volumes; no lettering or numbering by the year, but the books cover-
ing the following periods: Dec. 1, 1934 to Sept. 30, 1936; Oct. 1, 1936
to March 1937, current use.
3. Missing volumes, by numbers and dates All books previous to Dec. 1, 1934 have
been kept by each sheriff of Frederick County as his property.
4. Exact description of contents; summary of forms used; and general remarks These books contain
the Sheriff's name, Warden's name, County, prisoners name, offense,
by whom arrested, date of arrest, date received, date released, rea-
son for release, color, fine paid, tried and committed, date committed,
sentence, fine and term, date received for term, date released, days
(see #13)
5. Indexing No indexing, arranged by ~~date of entry~~. *chron.*
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
 poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 1934-1936, book 9 x 14 x 1½ in.; 1936-37, book 16 x 12 x 2 in.;
(Height, width, and thickness, and average number of pages, by uniform groups)
200 pp.

11. Location by dates and volume numbers In the Warden or Turnkey's office,
(Buildings and rooms or vaults)
Frederick County Jail.

After the Auditors have completed their check on this record, it will
be in the custody of the former sheriff at his residence on Carroll
Parkway, Frederick, Maryland.

12. Subtitle divisions by dates and volume numbers None

13. Other information None

#4 continued...served, date of expiration of term, reason for release,
by whom ordered, expiration of term, fine remitted to, amount and
date, and remarks.

3 2

George C. Slagle,
(Worker's full name)

6/12/39
(Date)

(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
WASHINGTON, D. C.

VOLUMES AND UNBOUND RECORDS FORM

County Frederick, State Maryland

Name of agency or office Sheriffs Office,
(Office of custody) (Office which made the record, if different)

Address of office of custody Sheriffs Office, Jail W. South St., Frederick, Maryland
(Name of building, room number, street address)

1. Title Sheriffs Prisoner Record (All Prisoners)
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities)

or both)

2. Dates Dec. 1, 1938 to current use
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 file drawer
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling Sheriffs Prisoner Record (all prisoners)
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records This record previously kept in book form.
(If record discontinued, give reason and state whether same information shown in another

record. Explain why records are missing, if possible)

6. Contents Name of the prisoner, name of the officer, address of the prisoner, date, charge, date of trial, and disposition.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to types of records contained and dates covered by

each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

6. Contents—continued _____

7. Arrangement Alphabetically in the file by the last name of the prisoner.
(Chronologically—by what? Numerically—by what? Alphabetically—by what?)

8. Indexing _____
(Self-contained—describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by
title and identification number)

9. Writing Typed on printed form
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head.
Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 4 1/2 X 6 1/4 X 12 250
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In the Frederick County Jail Office, W. South St.
(Room, vault, wall—N. E. S. W., section, bin, shelf, cabinet, on floor)
Frederick, Maryland.

12. Other information _____
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records.
Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication) (Date of publication)

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick
Agency or department Frederick County Jail
Bureau Sheriffs Records

1. Exact title Frederick City Prisoner Records
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years Dec. 1, 1934 to Mar. 1937;
1 volume; no lettering or numbering by the year. to Dec 1, 1938

3. Missing volumes, by numbers and dates All books previous to December 1, 1934
have been kept by each sheriff of Frederick County as his property.

4. Exact description of contents; summary of forms used; and general remarks The books contain
the Sheriff's name, the Warden's name, offense, by whom arrested,
date of arrest, date received, date released, reason for release,
color, fine paid, tried and committed, date committed, sentence, fine
and term, date released, days served, date of expiration of term,
(see #13)

5. Indexing No indexing, arranged by the date of entry.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (X), paper (). Condition is: Excellent (), good (X), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (X), faded (), illegible ().

9. Condition of paper: Excellent (), good (X), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 14 x 1 in. 200 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers ~~In the Warden or Turnkey's office,~~
(Buildings and rooms or vaults)

~~Frederick County Jail.~~

After the Auditors have completed their check on this record, it will be in the custody of the sheriff at his residence on Carroll Parkway, Frederick, Maryland.

12. Subtitle divisions by dates and volume numbers None

13. Other information None

~~##4~~ continued...reason for release, by whom ordered, expiration of term, fine remitted, amount of fine and date, and remarks.

8 (S)

George C. Slagle, 6/12/39 (Worker's full name) (Date) (Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
WASHINGTON, D. C.

VOLUMES AND UNBOUND RECORDS FORM

County Frederick State Maryland

Name of agency or office Sheriff Office (Office of custody) (Office which made the record, if different)

Address of office of custody Sheriffs Office, Jail, W. South St., Frederick, Maryland. (Name of building, room number, street address)

1. Title Frederick City Prisoners (Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates Dec. 1, 1938 to current use (Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 File drawer (Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling Frederick City Prisoners (Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records This record previously kept in book form (If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Name of prisoner, name of office, address of prisoner, date, charge, date of trial, disposition. (Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record. their headings, etc. If a very general or miscellaneous record, detailed information as to types of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

6. Contents—continued _____

7. Arrangement Alphabetically in the file by the name of the prisoner.
(Chronologically—by what? Numerically—by what? Alphabetically—by what?)

8. Indexing _____
(Self-contained—describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by
title and identification number)

9. Writing Typed on printed form
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head.
Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 4½ X 6¼ x 12 150
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

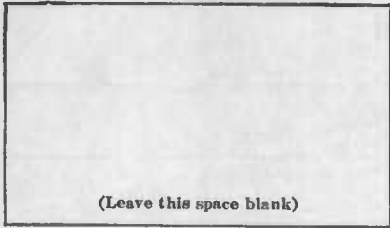
11. Location by dates and quantities In the Frederick County Jail Office, W. South
(Room, vault, wall—N. E. S. W., section, bin, shelf, cabinet, on floor)
St., Frederick, Maryland.

12. Other information _____
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records.
Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication) (Date of publication)

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick
Agency or department Frederick County Jail
Bureau Sheriffs Records

1. Exact title State and County Prisoners Records
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years Dec. 1, 1934 to Mar. 1937;
1 volume; no lettering or numbering by the year.

3. Missing volumes, by numbers and dates All books previous to December 1, 1934 have
been kept by each sheriff of Frederick County as his property.

4. Exact description of contents; summary of forms used; and general remarks These books con-
tain the Sheriff's name, the Warden's name, County, prisoners name,
offense, by whom arrested, date of arrest, date received, date re-
leased, reason for release, color, fine paid, tried and committed,
date released, days served, date of expiration of term, reason for
(see #13)

5. Indexing No indexing, arranged by the date of entry.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (X), paper (). Condition is: Excellent (), good (X), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (X), faded (), illegible ().

9. Condition of paper: Excellent (), good (X), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 14 x 1 1/4 in. 268 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers ~~In the Warden or Turnkeys office,~~
(Buildings and rooms or vaults)

~~Frederick County Jail.~~

After the Auditors have completed their check on this record, it will be in the custody of the former sheriff at his residence on Carroll Parkway, Frederick, Maryland.

12. Subtitle divisions by dates and volume numbers

13. Other information None

#5 continued...release, by whom ordered, expiration of term, fine remitted, amount and date, and remarks.

7 (A)

George C. Slagle,
(Worker's full name)

6/12/39
(Date)

(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
WASHINGTON, D. C.

VOLUMES AND UNBOUND RECORDS FORM

County Frederick, State Maryland

Name of agency or office Sheriffs Office
(Office of custody) (Office which made the record, if different)

Address of office of custody Sheriffs Office, Jail, W. South St., Frederick, Maryland
(Name of building, room number, street address)

1. Title State and County Prisoners
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities

or both)

2. Dates Dec. 1, 1938 to current use
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 file drawer
(Number of volumes; file drawers; file boxes; bundles; other).

4. Labeling State and County Prisoners
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records This record previously kept in book form
(If record discontinued, give reason and state whether same information shown in another

record. Explain why records are missing, if possible)

6. Contents Name of prisoner, name of officer, address of prisoner, date, charge, date of trial, and disposition.

(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to types of records contained and dates covered by

each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

6. Contents—continued _____

7. Arrangement Alphabetically in the file by the last name of the prisoner.
(Chronologically—by what? Numerically—by what? Alphabetically—by what?)

8. Indexing _____
(Self-contained—describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by
_____ title and identification number)

9. Writing Typed on printed form
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head.
Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 4½ X 6¼ X 12 100
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities _____
In the Frederick County Jail Office,
(Room, vault, wall—N. E. S. W., section, bin, shelf, cabinet, on floor)
W. South St., Frederick, Maryland.

12. Other information _____
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records.
Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication) (Date of publication)

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title, if any Receipts for commitments to Montevue Hospital.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1933-³⁷

1 bundle, no lettering or numbering by the year.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups In a box, 9 x 4 x 16 in.

bundle 7 x 3 x 1/4 in.

5. Types of records included Contains the dates, name of the Sheriff or deputy, name of person committed, Court or Justice of the Peace committed by, date, and the names of the Superintendent and the Clerk.

6. Indexing No indexing No Arrangement

7. Condition of writing, paper, and containers Writing and papers, good; container, poor. Handwritten

8. Location by dates and numbers of file boxes, etc. In a small room adjoining the
(Buildings and rooms or vaults)

Court Room, Frederick County Court House.

1 bundle 1934 - 37 In Sheriff's Office

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title, if any Sheriff's Reports to the State Comptroller ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.

✓ 1930-33, 1 bundle. No lettering or numbering by the years.

✓ 1934-37, 1 file box. No lettering or numbering by the years.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups 1934-37, in a box, 9 x 4 x 16 in.

size of bundle, 9 x 3 x 1/2 in.; size of steel file, 10 x 5 x 13.

5. Types of records included Contains the receipts of the Sheriff from the County Commissioners, Magistrates, Fees, Orphans Court, Clerk of the Circuit Court and fines, Disbursements, salaries, self-deputies, turnkey, janitor, transportation expense, telegrams, sundries, sheriffs bond, fines remitted to Magistrates, and account payable to State Treasurer.

6. Indexing No indexing. Chronologically Arranged

7. Condition of writing, paper, and containers Writing and papers, good; containers, poor, except file box 1934-37, which is excellent. Typewritten

8. Location by dates and numbers of file boxes, etc. 1930-33 in a small room adjoining the Court Room, Steel file in the Sheriff's Office, Frederick County Court House.
(Buildings and rooms or vaults)

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title, if any Federal Prisoners

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1934-37;

1 file box; no lettering or numbering by the years.

This file listed, because it was there and labeled, and forms to use when there are prisoners.

3. Dates of obvious gaps None (No prisoners since 1934)

4. Sizes of file boxes, bundles, etc., by uniform groups 13 x 5 x 10 in.

bundle 8 x 3 x 1 in.

5. Types of records included Name of the District, County Jail, name of the U.S.

Marshall, name of the prisoner, and address, specified violation,

amount of bail, District Court, date and the name of the U. S.

Commissioner.

6. Indexing No indexing.

7. Condition of writing, paper, and containers Good

8. Location by dates and numbers of file boxes, etc. In the Sheriff's Office, Frederick

(Buildings and rooms or vaults)

County Court House.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title, if any Appraisement Papers.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1930-34;
5 bundles, No lettering or numbering by the years.

1 File, 1934-37

3. Dates of obvious gaps None (present file box empty)

4. Sizes of file boxes, bundles, etc., by uniform groups Stored in several boxes with
Judicials. Size of bundles, 8 x 3 x 1 1/2 in. average. File 10x5x15

5. Types of records included Appraisement papers contain the Judicial number,
names of the plaintiff and defendant, list of articles or property
appraised, the amounts of the appraisements, date, names of the ap-
praisers, sheriff and witness, and the affidavit of the appraisers.

6. Indexing No indexing. Chronologically Arranged

7. Condition of writing, paper, and containers Writing and papers, good; containers,
poor. Handwritten and Typed.

8. Location by dates and numbers of file boxes, etc. In a small room adjoining the Court
(Buildings and rooms or vaults)

Room, Frederick County Court House.
1934-37 In Sheriff's Office

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title, if any Inactive Distraints ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1930-34 ✓
2 file boxes ^{6 bundles} (Pigeon Holes in Cabinet)

No lettering or numbering by the years.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups File ¹⁰ 15 x 5 x ¹⁵ 10;
bundles 8 x 3 x 1 1/2 in.

5. Types of records included Distrain papers, docket numbers, names of the
plaintiff and the defendant, description of property, amount of
the distraint, costs, name of the Justice of the Peace, name of
the sheriff and the dates.

6. Indexing No indexing. No Arrangement

7. Condition of writing, paper, and containers Good

Handwritten

8. Location by dates and numbers of file boxes, etc. In the Sheriff's Office, Frederick
County Court House.
(Buildings and rooms or vaults)

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200
19

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title, if any Bankruptcy Papers ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1930-37; ✓ ✓

1 bundle and 2 file boxes; No lettering or numbering by the years.

~~(current file 1934-37 empty)~~

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups 1 File ¹⁰ 15 x 5 x 10 in., other ¹⁰ 13 x 5 x 10 in.

bundles 9 x 3 x 1 1/2 in.

5. Types of records included Bankrupt papers contain the trial number, term of

Court, names of the plaintiff and the defendant, Fi Fa, amount of

the debt, interest, costs, attorneys fees, names of attorneys, date

received, trial date, name of the judge, clerk of the Court, name of
the sheriff, and the sheriff's writ.

6. Indexing No indexing. *Am. Chron.*

7. Condition of writing, paper, and containers Good. *Handwritten & typed.*

8. Location by dates and numbers of file boxes, etc. 1930-32 in room adjoining the Court
(Buildings and rooms or vaults)

Room, 33-37 in the Sheriff's office, Frederick County Court House.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

HISTORICAL RECORDS SURVEY

(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title, if any Judicials

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1915-34;

1939 Current use

15 boxes; 1915-1930, 6 boxes (115 bundles). No lettering or numbering by the year.

1930-34, ³⁷ 7 file boxes, No lettering or numbering by the year.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups 1-15 x 6 x 4; 2-8 x 10 x 3;

Size of boxes, 2-24 x 12 x 12;

Size of bundles, 8 x 3 x 1 in. average. 1-18 x 15. Files ¹⁰ 15 x 5 x ¹⁵ 10.

5. Types of records included Judicial Papers contain the Judicial number, term

of Court, names of the defendant and the plaintiff, Fi Fa, defendants costs, advertising costs, additional costs, trial number, name of the judge, name of the clerk of the Court, names of the attorneys, and dates.

6. Indexing No indexing. Chronologically Arranged

7. Condition of writing, paper, and containers Writing and paper, good; boxes poor;

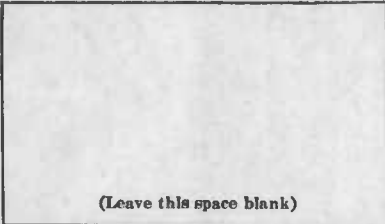
files good. Typewritten

8. Location by dates and numbers of file boxes, etc. 1915-30 in room adjoining the Court

(Buildings and rooms or vaults)

Room, ³¹ 1930-34 in the Sheriff's office, Frederick County Court House.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title, if any Civil

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1927-30;

30 bundles, No lettering or numbering by the year
4 ~~3~~ boxes.

3. Dates of obvious gaps None (since 1930 they are filed with the Court Judicials)

4. Sizes of file boxes, bundles, etc., by uniform groups 4 boxes; 2, 15 x 6 x 4 in.
2, 8 x 10 x 3 in.; bundles 8 x 3 x 1 in. average.

5. Types of records included Papers contain the civil docket number, names of the plaintiff and the defendant, term of Court, the names of the attorneys, trial number, name of the judge, name of the clerk of the Court and the dates.

6. Indexing No indexing. Chronologically Arranged

7. Condition of writing, paper, and containers Writing and papers, good; boxes, poor.
Typewritten.

8. Location by dates and numbers of file boxes, etc. In a room adjoining the Court
(Buildings and rooms or vaults)
Room, Frederick County Court House.

1934-37 in Sheriff's Office

16 (703) 15

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title, if any Court Judicials ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1934-37; ✓ ✓
2 File boxes, A to M, N to Z.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups Files ¹⁰ 15 x 5 x ¹⁵ 10 in.
bundles 8 x 3 x 1 in.

5. Types of records included Contain Fi Fa Papers, Judicial number, dates,
names of plaintiff and the defendant, amount of debt and interest,
date, plaintiffs costs, names of Attorneys, attorneys fees, total
debt and costs, trial number, date received, and term of Court.

6. Indexing No indexing Filed in Alphabetical Order in the
files

7. Condition of writing, paper, and containers Good
Typewritten

8. Location by dates and numbers of file boxes, etc. In the Sheriff's office, Frederick
County Court House.
(Buildings and rooms or vaults)

17 704
14

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Sheriffs Office

Bureau Sheriffs Records

1. Exact title, if any Magistrates Judicials ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1934-37, ✓ ✓

2 File Boxes, A to L, M to Z

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups Files ¹⁰15 x 5 x ¹⁵10 in.

bundles 8 x 3 x 1 in.

5. Types of records included Papers contain docket number, names of the

plaintiff and the defendant, amount of defendants costs and

debt, names of the Justice of the Peace and Sheriff, Attorneys

if any, and the date.

6. Indexing No indexing. Filed in Alphabetical Order in the

files

7. Condition of writing, paper, and containers Good

Typewritten

8. Location by dates and numbers of file boxes, etc. Sherriff's Office, Frederick

(Buildings and rooms or vaults)

County Court House.

16
905
48



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title Commitment Docket
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1926-30; 1 volume,
W.C.W. 1926-30, (Present Sheriff does not have a Commitment
Docket)

3. Missing volumes, by numbers and dates None 1931-1933 in possession
of former Sheriff.

4. Exact description of contents; summary of forms used; and general remarks Contains name
of defendant's attorney, date, State of Maryland versus the de-
fendant's name, and the action of the Grand Jury.

5. Indexing No indexing in chron.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (), faded (), illegible ().

9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **8 x 14 x 1 in.** **300 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In a small room adjoining the Court**
(Buildings and rooms or vaults)
Room, Frederick County Court House.

1934-37 Book at the Jail, W. South St.,

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town FrederickAgency or department Sheriff's OfficeBureau Sheriff's Records1. Exact title Judicial Docket ✓
(Indicate variations of title, if any)2. Dates, total volumes, and volume numbering or lettering by years 1921-37; 8 volumes. ✓ ✓ ✓J.A.J. 1921-23, 2 vols; I.W.A. 1923-26, 1 vol.; W.C.R. 1-2,
1926-30; C.W.C., 1-2; 1930-34; R.M.H. 1, 1934-37.3. Missing volumes, by numbers and dates Each sheriff has kept the books of his
term of office previous to 1921.4. Exact description of contents; summary of forms used; and general remarks Contains the
Docket number, names of the Plaintiff and Defendant, amounts of
debt, interest, costs, defendants costs, all costs, attorneys fees,
laying and poundage fee, and memoranda.5. Indexing Index in the front of the books, by the first letter of the
last name of both the defendant and plaintiff. *Alpha*6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

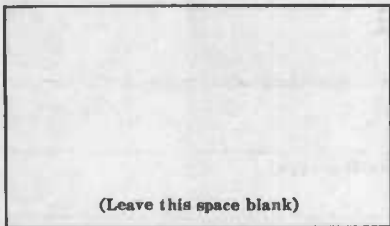
10. Size **12 x 18 x 3 in.** **500 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **1921-26 in a small room adjoining the**
(Buildings and rooms or vaults)
Court Room, 1926-37 in the Sheriff's Office, Frederick County
Court House.

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

20
307
17



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title Equity Docket ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1921-37; 4 volumes,
J.A.J. 1921-23; I.W.A. 1923-26; C.W.C. 1930-34; R.M.H. 1934-37.

3. Missing volumes, by numbers and dates 1928-30, each sheriff has kept the books
of his term of office previous to 1921.

4. Exact description of contents; summary of forms used; and general remarks Contains the
Equity Docket number, name of attorneys, names of plaintiff and
defendant, names of witnesses summoned, dates returnable, and the
amounts of the sheriff's fees.

5. Indexing Indexed ^{alpha} in the front of the books by the first letter of the
last name of both the plaintiff and the defendant.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (), faded (), illegible ().

9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 16 x 3 in. 500 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers 1921-26 in a small room adjoining the Court
(Buildings and rooms or vaults)
Room; 1930-37 in the Sheriff's Office, Frederick County Court House.

12. Subtitle divisions by dates and volume numbers None

13. Other information None

21 (208) (15)



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title Original Dockets ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1921-37; 6 volumes,
J.A.J. 1921-23; I.W.A. 1923-26; 1 & 2; W.C.R. 1926-30; C.W.C.
1930-34; R.H.H. 1934-37.

3. Missing volumes, by numbers and dates Each Sheriff has kept the books of his
term of office previous to 1921.

4. Exact description of contents; summary of forms used; and general remarks Contains the
docket number, names of plaintiff and defendant, dates returnable,
names of attorneys and memoranda.

5. Indexing at the Indexed in the front of the books, by the first letter of
the last name of both the plaintiff and the defendant.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (), faded (), illegible ().

9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 16 x 3 in. 500 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers 1921-23 in a small room adjoining the Court
(Buildings and rooms or vaults)
Room, 1923-37 in the sheriff's office, Frederick County Court House.

12. Subtitle divisions by dates and volume numbers None

13. Other information None

22
209
19

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland
(Name of State) HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Frederick
 Agency or department Sheriff's Office
 Bureau Sheriff's Records

1. Exact title Sheriff's Reports to County Commissioners and the State
(Indicate variations of title, if any)
Comptroller.
2. Dates, total volumes, and volume numbering or lettering by years 1930-37; 2 volumes.
No lettering or numbering by the years.
3. Missing volumes, by numbers and dates None
4. Exact description of contents; summary of forms used; and general remarks Contains the
amounts appropriated for the sheriff, fees from the Clerk of the
Court, receipts of the Sheriff's office, salaries of the sheriff
and deputies, stationery, stamps, janitor, transportation, sundries
and amount remitted to the State Treasurer.
5. Indexing Index, but not used. Arranged Chronologically
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather , cloth (), paper (). Condition is: Excellent (), good (), fair (),
 poor (), very poor ().
8. Condition of writing: Excellent (), good (), faded (), illegible ().
9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

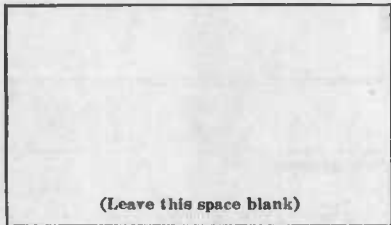
10. Size 9 x 16 x 2 1/2 in. 730 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Sheriff's Office, Frederick County
(Buildings and rooms or vaults)
Court House.

12. Subtitle divisions by dates and volume numbers None

13. Other information None

23
210
20



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title Miscellaneous Docket ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1921-37; 5 volumes
J.A.J. 1921-23; I.W.A. 1923-26; W.C.R. 1926-30; C.W.C. 1930-34;
R.M.H. 1934-37.

3. Missing volumes, by numbers and dates Each sheriff has kept the books of his
term of office previous to 1921.

4. Exact description of contents; summary of forms used; and general remarks Contains the names
of the attorneys, plaintiffs and defendants, amounts of the costs,
in cases of fines the amount of the fine, number of the Docket and
the date, costs or fine paid.

at file
5. Indexing Indexed in the front of the books, by the first letter of the
last name of both the plaintiff and the defendant.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 10 x 14 x 3 in. 900 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers 1921-26 in a small room adjoining the
(Buildings and rooms or vaults)
Court Room, 1926-37 in the Sheriff's Office, Frederick County
Court House.

12. Subtitle divisions by dates and volume numbers None

13. Other information None

247
277
21

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title, if any Receipts, Maryland House of Correction

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1933-34;

1 bundle, no lettering or numbering by year.

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups In a box, 9 x 4 x 16 in.

bundle size, 8 x 3 x 2 in.

5. Types of records included Contains the name of prisoners committed, name of the officer received from, length of the sentence, by whom sentenced, name of the County, dates of the beginning and ending of the sentence, names of the Warden and the Clerk.

6. Indexing No indexing. No Arrangement.

7. Condition of writing, paper, and containers Writing and paper, good; container,

poor. Handwritten on Printed form

8. Location by dates and numbers of file boxes, etc. In a small room adjoining the
(Buildings and rooms or vaults)

Court Room, Frederick County Court House.

1 bundle - 1934 - 37 In Sheriffs Office.

25
272

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title, if any Receipts, Maryland Penitentiary ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1933-34,

2 X bundle; no lettering or numbering by the years.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups In a box, 9 x 4 x 16 in.

size of bundle, 8 x 3 x 1/4 in.

5. Types of records included Contains the names of the prisoners, date, Cir-

cuit Court convicted by, offense convicted for, length of the sen-

tence, name of the Warden and the Clerk.

6. Indexing No indexing No Arrangement

7. Condition of writing, paper, and containers Writing and paper, good; container,

poor. Handwritten on Printed form

8. Location by dates and numbers of file boxes, etc. In a small room adjoining the

(Buildings and rooms or vaults)

Court Room, Frederick County Court House.

2 bundle, 1934 - 37 In Sheriffs Office

26
2/3
1/3

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

HISTORICAL RECORDS SURVEY

(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title, if any Receipts, Crownsville State Hospital ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1933-34;

2 ~~X~~ bundle, no lettering or numbering by the years.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups In a box, 9 x 4 x 16;

Size of bundle, 7 x 4 x 1/2 in.

5. Types of records included Contains the date, name of the patient, name of the sheriff or deputy, name of the County, and the County charged to, and the name of the superintendent.

6. Indexing No indexing. No Arrangement

7. Condition of writing, paper, and containers writing and papers, good; container, poor. Handwritten

8. Location by dates and numbers of file boxes, etc. 1 bundle In a small room adjoining the
(Buildings and rooms or vaults)

Court Room, Frederick County Court House.

2 bundle, 1934-37 In Sheriff's Office.

27
JH
27

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title, if any Receipts, Spring Grove Hospital. ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1934: - 37

2 ~~X~~ bundle, no lettering or numbering by the year.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups In a box, 9 x 4 x 16 in.
size of bundle, 7 x 3 x 1/8 in.

5. Types of records included Contains the dates, names of the patients, name of the Sheriff or deputy, and the name of the superintendent of the hospital.

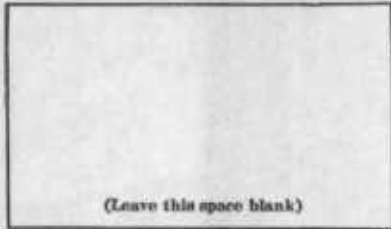
6. Indexing No indexing. No Arrangement

7. Condition of writing, paper, and containers Writing and papers, good; container, poor.
Handwritten

8. Location by dates and numbers of file boxes, etc., In a small room adjoining the
(Buildings and rooms or vaults)
Court Room, Frederick County Court House.

2 bundle 1934-37 In Sheriff's Office

28
215
25



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Sheriff's Office

Bureau Sheriff's Records

1. Exact title, if any Receipts, Springfield State Hospital ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1933-34 37

2 ~~X~~ bundle, no lettering or numbering by the years.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups In a box, 9 x 4 x 1/4 in.
size of bundle, 7 x 3 x 1/2 in.

5. Types of records included Contains the date, name of County, name of the
patient names of persons making the commitment, and the name of
the superintendent.

6. Indexing No indexing. No Arrangement

7. Condition of writing, paper, and containers Writing and papers, good; container,
poor. Handwritten on Brinted form

8. Location by dates and numbers of file boxes, etc. In a small room adjoining the
(Buildings and rooms or vaults)
Court Room, Frederick County Court House.

2 bundle, 1934 - 37 In Sheriffs Office.

George C. Slagle,
(Worker's full name)

6/12/39
(Date)

21 (26)
(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
WASHINGTON, D. C.

VOLUMES AND UNBOUND RECORDS FORM

County Frederick State Maryland
Name of agency or office Sheriffs (Office of custody) (Office which made the record, if different)
Address of office of custody Sheriffs Office, Jail, W. South St., Frederick, Md.
(Name of building, room number, street address)

1. Title Photograph File
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)
2. Dates Dec. 1, 1938 - -
(Earliest and latest dates; missing dates. Show exact date of breaks)
3. Quantity 1 file drawer
(Number of volumes; file drawers; file boxes; bundles; other)
4. Labeling Photos State and City File
(Explain fully; years; numbers; letters; number of records so labeled)
5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)
6. Contents Photo is a full view and side view of the face of prisoner, and on the reverse side of photo is the prisoners name, Headquarters their headings, etc. If a very general or miscellaneous record, detailed information as to types of records contained and dates covered by number, Sheriffs office number, alias, color, address, sex, born, age, complexion, weight, height, eyes, hair, teeth, crime, date, and the finger print classification.

6. Contents—continued _____

7. Arrangement Alphabetically in the file by the first letter of the
prisoners last name. (Chronologically—by what? Numerically—by what? Alphabetically—by what?)

8. Indexing _____
(Self-contained—describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by
title and identification number)

9. Writing On the reverse side of photo, typed on rubber stamp form.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head.
Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 4 1/2 x 6 1/4 x 12 250
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In the Frederick County Jail Office, W. South
St., Frederick, Maryland (Room, vault, wall—N. E. S. W., section, bin, shelf, cabinet, on floor)

12. Other information _____ None _____ None
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records.
No
Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints _____
(Author) (Publisher)

(Place of publication) (Date of publication)

Montrose (Asylum)

1	Deaths	1 f.d.	1925-37	8/1/40
2	Admission Records	1 f.d.	1934-37	8/1/40
3	Charts	1 f.d.	1934-37	8/1/40
4	Discharges	1 vol.	1892-1909	8/1/40
5	Reports of Work by Inmates	1 vol.	1884-92	8/1/40
6	Cash Receipt Books	11 vols.	1926-37	8/1/40
7	Admission Books	2 vols.	1912-37	8/1/40
8	Inmate, Transfer & Commitment	10 vols.	1878-1927	8/1/40
9	Insane Commitments	4 vols.	1871-1913	8/1/40
10	Deaths & Births	2 vols.	1874-1910	8/1/40
11	Products of the Farm	2 vols.	1871-1900	8/1/40
12	Rail Accounts	3 vols.	1884-1928	8/1/40
13	Post Office Address of Inmates	2 vols.	----	8/1/40
14	Monthly Reports	5 vols.	1890-1937	8/1/40
15	Purchases	34 vols.	1857-1937	8/1/40
16	Commissioners of Char. & Correat.	3 vols.	1884-1905	8/1/40
17	Minutes of the Board Meetings	10 vols.	1822-1937	8/1/40
18	Register Books	4 vols.	1880-1937	8/1/40
19	Inmates	2 f.d.	1927-37	8/1/40
20	Emergency Hospital Admissions	1 f.d.	1934-37	8/1/40

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland
(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Montevue (Almshouse)

Bureau Superintendent's Office

1. Exact title, if any Deaths and Births

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1925-1937.

Deaths 1 file. ~~4~~ file, Births included in the Hospital admissions.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups 12 x 12 x 24 size of file, 5-7 cards.

5. Types of records included The cards of admission to the Hospital are removed from the file and the date of death placed thereon. The card contains the patient's name, date of admission, date, residence, age, birthplace, birthdate, Mother's maiden name, Father's name, occupation, civil status, relatives, diagnosis, whom to notify and remarks.

6. Indexing Arranged in the file alphabetically.

7. Condition of writing, paper, and containers All good.

Handwritten on ptd forms.

8. Location by dates and numbers of file boxes, etc. In Superintendent's Office, Montevue, Frederick County.
(Buildings and rooms or vaults)

145
2

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

(Leave this space blank)

County Frederick City or town Frederick

Agency or department Montevue (Almshouse)

Bureau Emergency Hospital

1. Exact title, if any Admission Records.

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1934-1937. 1

file, no lettering or numbering by the year, 1 file inactive.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups File boxes 4 x 5 x 12, cards 3 x 4 inches.

5. Types of records included Cards contain the patient's name, address, date, age, residence, color, birth date, Mother's maiden name, Father's name, birthplace of parents, whom to notify, and remarks.

6. Indexing Filed alphabetically by the patient's last name.

7. Condition of writing, paper, and containers All good.

Handwritten on pta forms.

8. Location by dates and numbers of file boxes, etc. In the head Nurse's office, Emergency Hospital at Montevue, Frederick City, County.
(Buildings and rooms or vaults)

146

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

(Leave this space blank)

County Frederick City or town Frederick

Agency or department Montevue (Alnshouse)

Bureau Emergency Hospital

1. Exact title, if any Charts

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. Jan. 1934 - Mar. 1937, 1 file, no lettering or numbering by year.

Drawer of Cabinet

Cabinet purchased and large enough for future use.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups File 12 x 12 x 24, bundles 8 x 11 x 1 1/8 in.

Charts 8x11 all charts per patient together.

5. Types of records included Clinical Charts, Bedside Charts, and History Blanks, which contain records of temperatures, pulse, respiration, medicine, treatments and remarks.

6. Indexing Filed in alphabetical order in the file, by the patient's name.

7. Condition of writing, paper, and containers All good.

Handwritten on file form

8. Location by dates and numbers of file boxes, etc. In the head Nurse's Office, Emergency Hospital, Montevue, Frederick County.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Montevue (Almshouse)

Bureau Superintendent's Office

1. Exact title Discharges
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1892-1909; 1 volume,
no lettering or numbering by the year.

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Contains names
of persons discharged from Montevue, date discharged, color, by
whom committed, and the amount charged per year.

5. Indexing No indexing, arranged by the date of discharge.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (), faded (), illegible ().

9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

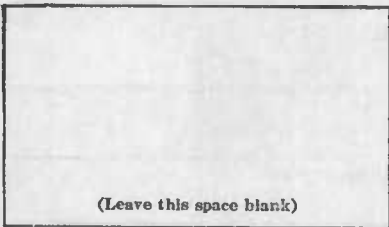
10. Size **9 x 12 x 1 in.** **185 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In the Superintendent's Office,**
(Buildings and rooms or vaults)
Montevue, Frederick County.

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

148
5



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Montevue (Almshouse)

Bureau Superintendent's Office

1. Exact title Reports of Work by Inmates of Montevue ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1884-1892; 1 volume;
no lettering or numbering by the year.

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Reports contain
the name of inmate working, date, day, and days per week.

5. Indexing No indexing, list of names arranged as by reporting for work. ✓ *CK to HD*

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

Cardboard bound.

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (**x**), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (**x**), faded (), illegible ().

9. Condition of paper: Excellent (), good (**x**), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **10 x 16 x 1 in.** **150 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In the Superintendent's Office, Montevue,**
Frederick County.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town FrederickAgency or department Montevue (Almshouse)Bureau Superintendent's Office1. Exact title Cash Receipt Books
(Indicate variations of title, if any)2. Dates, total volumes, and volume numbering or lettering by years 1926-1937; 12 volumes;
1926-1927; 1928; 1929; 1930; 1931; 1932; 1933; 1934; 1935; 1936
and 1937 current use.3. Missing volumes, by numbers and dates None4. Exact description of contents; summary of forms used; and general remarks Contains the names
of inmate or hospital patient, amounts paid for each, amounts re-
ceived for farm products, potatoes, wheat and corn sold, and totals;
also, the number of patients for each month, the largest number and
the smallest number days.Indexed in the front of the book.5. Indexing Indexed by the first letter of the last name of the patient.6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (),
poor (), very poor ().8. Condition of writing: Excellent (), good (), faded (), illegible ().9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 14 x 1 in. aver. 200 pp. aver.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the Superintendent's office, Montevue,
Frederick County.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information None

150

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town FrederickAgency or department Montevue (Almshouse)Bureau Superintendent's Office1. Exact title Admission Books ✓
(Indicate variations of title, if any)2. Dates, total volumes, and volume numbering or lettering by years 1912-1937; 2 volumes;
no lettering or numbering by the years. Books cover 1912-1925;
1925-1937 in current use. ✓ ✓ ✓3. Missing volumes, by numbers and dates None4. Exact description of contents; summary of forms used; and general remarks Contains the names
of those admitted, admission date, residence, color, occupation,
denomination or religion, names of mother and father, birth place,
and date of death if dead.5. Indexing Index in the front of the book.
Indexed by the first letter of the last name of person admitted.6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

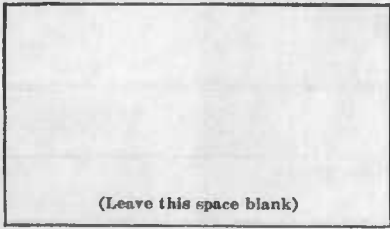
10. Size **6 x 16 x 2 in.** **600 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In the Superintendent's office, Montevue,**
(Buildings and rooms or vaults)
Frederick County

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

1578



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Montevue (Almshouse)

Bureau Superintendent's Office

1. Exact title Inmate, Tramp and Commitment Books
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1878-1927; 10 volumes;
Records in files since 1927; no lettering or numbering by the
years, books cover the following periods: 1878-1888; 1880-1888;
1888-1901; 1890-1898; 1897-1913; 1899-1913; 1901-1913; 1913-1917;
1917-1923; 1923-1927. From 1927 in file records of Inmates.

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Contain the names,
dates, number of days, totals for the month, in cases of commitment,
the name of the Magistrate, date discharged, color, age, condition of
the mind and remarks.

5. Indexing No indexing, entered by dates as received.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **7 x 16 x 1½ aver.** **350 aver. pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In the Superintendent's office, Montevue,**
(Buildings and rooms or vaults)
Frederick County.

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
 (Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town FrederickAgency or department Montevue (Almshouse)Bureau Superintendants Office

1. Exact title Insane Commitments for the Counties of the State of Maryland.
 (Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1871-1913; 4 volumes;
no lettering or numbering by the years. Books cover the following
periods, which overlay: 1871-1890; 1890-1909; 1903-1913; 1896-1913.
3. Missing volumes, by numbers and dates None
4. Exact description of contents; summary of forms used; and general remarks Commitments contain
the date committed, County from which committed, name of the person,
amount charged the County annually, and total amounts due Montevue
for the year, age, chronic, acute, private commitment, condition, sex,
color, occupation, and remarks.
5. Indexing Lists of names by the County entered by dates received, and index-
ed in the front of the book by the first letter of the County.
6. Nature of recording by years Handwritten
 (Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
 poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **12 x 18 x 1 $\frac{1}{8}$ in. aver.** **280 pp. aver.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In the Superintendants Office, Montevue,**
(Buildings and rooms or vaults)
Frederick County.

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **In 1913 all the insane were transferred to the Spring-**
field State Hospital, at Sykesville, Md.

153
10



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Baltimore HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick
Agency or department Montevue (Almshouse)
Bureau Superintendent's Office

1. Exact title Deaths and Births
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1874-1910, 2 vols. No lettering
or numbering by the year. Books lap and cover the following years, 1874-1897, and
1874-1910. (See sheet of Products of Farm for records 1871-1874.)

3. Missing volumes, by numbers and dates None
1910 to 1925. Births and Deaths since 1910
are recorded in the County Health Office- single form being made at
Montevue and sent the Health Officer.

4. Exact description of contents; summary of forms used; and general remarks Contains the records
of deaths and births; the deaths, date, name, color, residence, and cause of death;
the births, date, mother's name, color, legitimate or illegitimate, and remarks.

5. Indexing No indexing. Chronologically Entered

6. Nature of recording by years Handwritten.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **9 x 14 x 1 inch.** **150 pages.**
(Height, width, and thickness, and average number of pages, by uniform groups)

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11. Location by dates and volume numbers **In Superintendent's office, Montevue, Frederick County.**
(Buildings and rooms or vaults)

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12. Subtitle divisions by dates and volume numbers

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13. Other information

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(19)

I can give nor reason for a duplication of these records of Deaths and births for a part of the period covered unless there were two individuals keeping a record.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland
(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Montevue (Almshouse)

Bureau Superintendent's Office

1. Exact title Products of the Farm
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1874-1900, 2 vols.: 1874-1883, 1882-1900.
1871- 1871-

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Contains the records of the products of the farm, date, article, amounts in dollars and cents, amounts of each, numerically, whether bushels, gallons, or lbs., quality of produce, etc.; also in this book is a short record of deaths and births, 1871-1874, containing name, date, residence, color, age, cause of death; births contain date, name of mother, color, legitimate or not, and remarks.

5. Indexing None. *Chronologically Arranged*

6. Nature of recording by years Handwritten.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

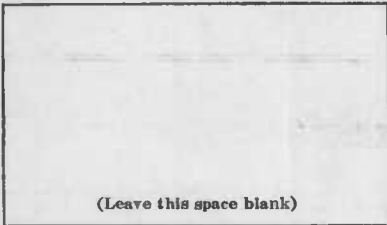
10. Size 10 x 14 x 1 inch. 150 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In Superintendent's office, Montevue, Frederick County.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information None

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick
Agency or department Montevue (Almshouse)
Bureau Superintendent's Office

1. Exact title Jail Accounts ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1884-1928, 3 vols. 1884-1895;
1896-1926; 1926-1928. (From 1884 to 1928 all purchases for the Jail were made by
the Superintendent of Montevue.)

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Contains the names
of persons from whom purchased, date, articles, and amounts.

5. Indexing None. *Chronologically Arranged*

6. Nature of recording by years Handwritten.
(Handwritten, typescript, print, photostat, etc.)

Cardboard bound.

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (x), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8 x 14 x 1 inch. 300 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In Superintendent's office, Montevie, Frederick County.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

156
13

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland
(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Montevue (Almshouse)

Bureau Superintendent's Office

1. Exact title Post Office Address of Inmates ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 2 vols. undated. (There are no dates in these books, on back or on pages.) ✓

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Contains the names of the Inmates, color, and the Post Office Address.

5. Indexing None. Arranged as Entered

6. Nature of recording by years Handwritten.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8 x 12 x 1 inch, 200 pages,
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In Superintendent's office, Montevic, Frederick County.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland
(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Montevue (Almshouse)

Bureau Superintendent's Office

1. Exact title Monthly Reports ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1890-1937, 5 vols. No lettering or numbering by the years. Books cover the following years, 1890-1898, 1899-1911, 1912-1924, 1924-1936, 1937 current use.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Contains recapitulations of inmates, number of inmates, in hospital, number received by the month, deaths in the hospital per month, totals, number of tramps with meals and lodging for the month, number of white females, number of white males, number of ocolored females, and number of colored males. Arranged ohronologically.

5. Indexing None. *Chronologically Arranged*

6. Nature of recording by years Handwritten.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 10 x 14 x 1 inch. 150 pages.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In Superintendent's office, Montevue, Frederick County.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

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15



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick
Agency or department Montevue (Almshouse)
Bureau Superintendent's Office

1. Exact title Purchases
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1857-1937, 35 vols. 1857-78;
1878-89; 1898-1909; 1900-06; 1902-09; 1906-12; 1906-14; 1908-12; 1909-14; 1914-15;
1915-16; 1916-17; 1916-19; 1917; 1918; 1919-20; 1920-21; 1921-22; 1922-23; 1923-24;
1924-25; 1925-26; 1926; 1927; 1928; 1929; 1930; 1931; 1932; 1933; 1934; 1935; 1936;
and 1937 for current use.

3. Missing volumes, by numbers and dates 1890-1897 but that period is covered by the records
of Commissioners of Charities and Corrections.

4. Exact description of contents; summary of forms used; and general remarks Contains records of
purchases, from whom purchased, dates, articles and the amounts of the purchase.
Arranged chronologically.

5. Indexing None. Chronologically Arranged

6. Nature of recording by years Handwritten.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

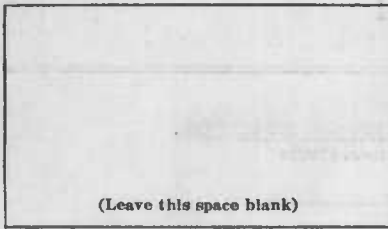
10. Size 9 x 14 x 2 inches average. 500 pages average.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In office of Superintendent of Montevue, Frederick County.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information None

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick
Agency or department Montevue (Almshouse) *Feb. 6, 1901 - Oct 15, 1901*
Bureau Superintendent's office

1. Exact title Commissioners of Charities and Corrections
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years april 10, 1905 ✓
1884-1903, 3 vols. No letter-
ing or numbering by the years. Books cover the following periods, 1884-1900, ✓ 1890
1890-1905
~~1900-1906, 1897-1903.~~ 1901-02

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Books contain the ac-
counts of bills paid, check number, date, names of the payees, amounts, and totals
for the months and year.

april 10, 1884 - May 8, 1890
May 1890 - Jan 3, 1905
Jan 7, 1902 - Oct. 15, 1901

5. Indexing None. Chronologically Arranged

6. Nature of recording by years Handwritten.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 10 x 14 x 2 inches. 450 pages average.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In Superintendent's office, Montevue, Frederick County.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information None

The difference in the records in reports numbers 158 and 159 are that Purchases # 158 were the records made by the clerk or the overseer to the Almshouse while Records of the Commissioners of Charities and Corrections ~~were~~ ^{were} the records made by the Secretary to the Board at their meetings. The books are marked "Commissioners of Charities and Corrections" and in some instances are shown as calling the meeting and adjourning, but there are not enough of these records for them to be called Minutes, but I believe that it what they ~~really~~ really are.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland
(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Montevue (Almshouse)

Bureau Superintendent's Office

1. Exact title Minutes of Board meetings at Montevue
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1822 to 1937, 10 volumes.
1822-1838; 1838-1845; 1849-1862; 1862-1877; 1878-1891; 1892-1901; 1902-1908;
1908-1914; 1914-1924; 1925-1937.

3. Missing volumes, by numbers and dates 1846-1848 inclusive.

4. Exact description of contents; summary of forms used; and general remarks The minutes contain records of the Board meeting at Montevue each month, reports of Committees, Reports on patients and commitments, accounts ordered paid, and totals, names of the Wardens, lists and amounts of beds, chairs, lamps, benches, bedclothes in each Ward, and in later books, the reports of the Lunacy Commission. Arranged chronologically.

until 1910

Earlier

Chronologically Arranged

5. Indexing No indexing.

6. Nature of recording by years Handwritten.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 14 x 1 inch average. 200 pages average.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In Superintendent's office, Montavue, Frederick County.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

None

13. Other information Lunacy Reports in the following books, 1822-38; 1838-45;
1849-62; 1862-77; 1878-91; 1892-1901; 1902-08; 1908-14

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Montevue (Almshouse)

Bureau Superintendent's Office

1. Exact title Register Books ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1880-1937. 4 vols. No lettering or numbering by the years. Books cover the following periods, 1880-1892; 1893-1897; 1911-1935; 1935-1937 current use.

3. Missing volumes, by numbers and dates 1898 to 1910 inclusive.

4. Exact description of contents; summary of forms used; and general remarks Books contain the date, name of the person registering, and residence. Arranged chronologically.

5. Indexing None. *Chronologically Arranged*

6. Nature of recording by years Handwritten.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **9½ x 14 x 2 inches.** **370 pages.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In Superintendent's office, Montevue, Frederick County.**
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

HISTORICAL RECORDS SURVEY

(Name of State)

(Leave this space blank)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Montevue (Almshouse)

Bureau Superintendent's Office

1. Exact title, if any Inmates

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1927-1937.

2 files, no lettering or numbering by the year. (Note: Previous to 1927 these records were in books of Commitments, Tramps, and Inmates) 1 file for colored persons, 1 file for white persons.

2 drawers of a cabinet 3 drawers high in use

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups Files 12 x 12 x 2 1/2 in. Cards 5 x 7 in.

5. Types of records included Cards contain the inmate's name, date, date admitted, residence, age, birthplace, birthdate, Mother's maiden name, Father's name, occupation, civil status, relatives, diagnosis, whom to notify, and remarks.

6. Indexing Arranged alphabetically ^{by name of inmates.} in the file.

7. Condition of writing, paper, and containers All good. Handwritten on printed forms.

8. Location by dates and numbers of file boxes, etc. In Superintendent's office, Montevue, Frederick County.
(Buildings and rooms or vaults)

153
2

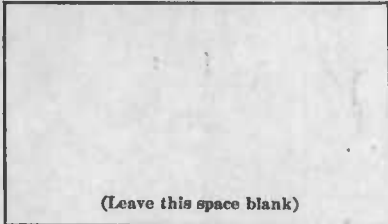
SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

HISTORICAL RECORDS SURVEY

(Name of State)

THE UNBOUND RECORDS FORM



County Frederick City or town Frederick

Agency or department Montevue (Almshouse)

Bureau Superintendent's Office

1. Exact title, if any Emergency Hospital Admissions

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1934-1937, 1

file, no lettering or numbering by the year.

1 Drawer of File Cabinet.

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups 12 x 12 x 24, cards 5 x 7 inches.

This is size of card used at present. - rather

5. Types of records included Cards contain the patient's name, date, date admitted, residence, age, birthplace, birthdate, Mother's maiden name, Father's name, occupation, civil status, relatives, diagnosis, whom to notify, and remarks.

6. Indexing Arranged alphabetically in the file.

7. Condition of writing, paper, and containers All good. Handwritten

8. Location by dates and numbers of file boxes, etc. In the Superintendent's office, Montevue.
(Buildings and rooms or vaults)

Frederick County.

out of place.

Brunswick

Incorporated Towns

Frederick County

No.	Title	Con- tainers	Incl. dates	Report rec'd.	Re- turned	Cor- rected	Entry written	Entry typed
1	Ordinances	4 vols.	1892-1937	8/1/40				
2	Minutes	5 vols.	1901-37	8/1/40				
3	Tax & Assessment Books	6 vols.	1920-37	8/1/40				
4	Tax Collections	2 vols.	1931-37	8/1/40				
Emmitsburg								
1	Charter of the Town	1 vol.	1910-36	8/1/40				
2	Tax Collection Book	1 vol.	1918-36	8/1/40				
3	Minute Books	1 vol.	1898-1936	8/1/40				
4	Tests	1 vol.	1910-36	8/1/40				
Middletown								
1	Minute Books	2 vols.	1919-37	8/1/40				
2	Tax Account Books	2 vols.	1920-37	8/1/40				
3								
4								
Mt Airy								
1	Minute Book	1 vol.	1925-37	8/1/40				
2	Tax & Assessment Book	1 vol.	1925-37	8/1/40				
3	Ordinance Book	1 vol.	1925-37	8/1/40				
4	Water Rent Collections	1 vol.	1932-37	8/1/40				
Nagsville								
1	Ordinance Book	1 vol.	1904-37	8/1/40				
2	Minute Books	2 vols.	1904-37	8/1/40				
3	Tax Book	1 vol.	1906-37	8/1/40				
4	Assessment Book	2 vols.	1904-37	8/1/40				

Buckeystown

J. P. S.

Frederick County

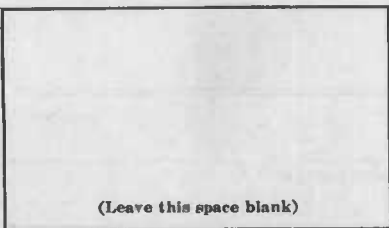
No.	Title	Con- tainers	Incl. dates	Report rec'd.	Re- turned	Cor- rected	Entry written	Entry typed
1								
2								
3								
4								
<u>Brunswick</u>								
1	Automobile lease Docket	1 vol.	1937-	8/1/40.				
2	Dockets	1 vol.	1935-36	8/1/40				
<u>Burkettsville</u>								
<u>Creegerstown</u>								
<u>Crummetsburg</u>								
<u>Frederick</u>								

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

HISTORICAL RECORDS SURVEY

MA (Name of State)

THE VOLUMES FORM



County Frederick City or town Brunswick

Agency or department Corporation of Brunswick

Bureau Corporation Records

1. Exact title Ordinances (Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1892-1937; 4 volumes;
A, Oct. 3, 1892 to April 21, 1896; B, May 5, 1896 to July 6, 1907;
C, Sept. 9, 1907 to June 4, 1930; June 4, 1937 to current use.

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Contains the
articles of incorporation, the laws and ordinances passed by the
Mayor and the Board of Aldermen.

5. Indexing No index, placed in book in numerical order of the ordinance.

6. Nature of recording by years Typewritten (Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (), faded (), illegible ().

9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8 $\frac{1}{2}$ x 13 x 1 $\frac{1}{2}$ in. aver. pp. 240
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the Register's Office, Brunswick, Md.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information None

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

(Leave this space blank)

County Frederick City or town Brunswick
 Agency or department Corporation of Brunswick
 Bureau Clerk's Records

1. Exact title Minutes
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1901-1937; 5 volumes;
no lettering or numbering by the years. Books cover the follow-
ing periods: Feb. 21, 1901 to Sept. 6, 1910; Sept. 6, 1910 to Sept. 9,
1916; Oct. 3, 1916 to Aug. 30, 1923; Sept. 4, 1923 to Aug. 26, 1935;
Aug. 28, 1935 to Mar. 1937, current use.
3. Missing volumes, by numbers and dates 1900-1900
4. Exact description of contents; summary of forms used; and general remarks Contains the
records and proceedings of the meetings of the Mayor and Board of
Aldermen, reports of Committees, reports of Officers, ordering
payments of bills.
5. Indexing No indexing
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
 poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 11 x 15 x 2 in. aver. pp. 400
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the Mayor's office, Brunswick, Md.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information Brunswick incorporated April 8, 1890, Brunswick created
Election District June 1, 1904, first Mayor John L. Jordan; first
Aldermen, Wm. A. Barnard, Walper G. Musgrove, John R. Ball, and
B. Frank Sigafoose.

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Brunswick
 Agency or department Corporation of Brunswick
 Bureau Register's Records

1. Exact title Tax and Assessment Books
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1920-1937; 6 volumes;
no lettering or numbering by the year, books cover the following
periods: 1920; 1921; 1922; 1923; 1924; 1925; 1926.
1926 Assessment book used as basis until 1931.
3. Missing volumes, by numbers and dates None
Tax books 1927-1930
4. Exact description of contents; summary of forms used; and general remarks Contains the
names, personal, real, property, domestic stocks, general total,
tax levy, discount, interest, and date paid.
5. Indexing Names arranged in alphabetical order throughout the book.
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
 poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **12 x 16 x 1 in.** **200 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In fire proof vault in basement of the**
Mayor's office, Brunswick, Md.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers **none**

13. Other information **none**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town BrunswickAgency or department Corporation of BrunswickBureau Registers Records1. Exact title Tax Collections
(Indicate variations of title, if any)2. Dates, total volumes, and volume numbering or lettering by years 1931-37; 2 volumes;
no lettering or numbering by the years. Loose leaf used by the
year and transferred to post binder.3. Missing volumes, by numbers and dates Tax books 1927 to 19304. Exact description of contents; summary of forms used; and general remarks Tax collections,
General Funds, Sinking Funds, Bonds and Interest Funds, Water
Funds, dates, names, cash sundries, old tax, tax credit, prior year,
current year, discount allowed, interest, fines, bank interest,
meters, sewer, water taps, telephone, excess repairs, bonds redeemed,
coupons redeemed, appropriated to the fire company, etc.5. Indexing Tax accounts arranged in alphabetical order, accounts of the
other funds arranged as entered.6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().8. Condition of writing: Excellent (), good () , faded (), illegible ().9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **14 x 16 x 4 in.** **700 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In the Mayor's office, Brunswick, Md.**
(Buildings and rooms or vaults)

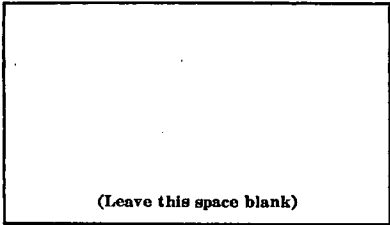
12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

(1)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)



THE VOLUMES FORM

County Frederick City or town Emmitsburg
Agency or department City Government
Bureau City Government

1. Exact title Charter of the Town of Emmitsburg
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1910-1936; 1 vol., no numbering or lettering by years.

3. Missing volumes, by numbers and dates All books from 1825 to 1909 are missing. It is not known how many volumes this would include.

4. Exact description of contents; summary of forms used; and general remarks Contains the charter and ordinances of the town of Emmitsburg.

5. Indexing No index

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth (), paper (): Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **9" x 12-1/2" x 1"** **144 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **Found in the Mayor's Office located in Slagle's**
(Buildings and rooms or vaults)
Hotel, Emmitsburg, Maryland

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **This book was codified and corrected to Dec. 15, 1910 for the**
Burgess and Commissioners of Emmitsburg by Edward H. Rowe. Starting Section 107,
there was a change in the Election Law March 29, 1934. Emmitsburg was incorporated
by the General Assembly January 13, 1825. The town government is conducted by a
Burgess and Commissioners.

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town EmmitsburgAgency or department City GovernmentBureau City Government1. Exact title Tax Collector's Book
(Indicate variations of title, if any)2. Dates, total volumes, and volume numbering or lettering by years
1918-1936 - 1 vol. No volume numbering or lettering by
years3. Missing volumes, by numbers and dates All books from 1825 to 1917 are missing. It is
not known how many volumes this would include.4. Exact description of contents; summary of forms used; and general remarks This book gives the
name of the taxpayer, their address, the amount of taxes paid, whether taxes
cover real estate or personal property, and the amount of money paid. There
are no dates in this book telling when the taxes were paid.5. Indexing No indexing6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)7. Binding: Leather () , cloth () , paper () . Condition is: Excellent () , good () , fair () ,
poor () , very poor () .8. Condition of writing: Excellent () , good () , faded () , illegible () .9. Condition of paper: Excellent () , good () , poor () , very poor () .

THE VOLUMES FORM—Continued

10. Size 9" x 12-1/2" x 1" 130 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Found in the possession of Peter Burkett and kept
(Buildings and rooms or vaults)
at the Peoples Bank on West Main Street, Emmitsburg, Md.

12. Subtitle divisions by dates and volume numbers None

13. Other information

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town EmmitsburgAgency or department City GovernmentBureau City Government1. Exact title Minute Books
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years

1898-1936; 1 vol. No volume numbering or lettering by years.NOTE: The early records were in the possession of the Stokes family but are now lost.3. Missing volumes, by numbers and dates All books from 1825 to 1897 are missing. It is not known how many volumes this would include.4. Exact description of contents; summary of forms used; and general remarks Contains the records of the proceedings of the town government of Emmitsburg.5. Indexing No index6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)7. Binding: Leather () , cloth () , paper () . Condition is: Excellent () , good () , fair () , poor () , very poor () .8. Condition of writing: Excellent () , good () , faded () , illegible () .9. Condition of paper: Excellent () , good () , poor () , very poor () .

THE VOLUMES FORM—Continued

10. Size 9" x 12-1/2" x 1-1/2" 298 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Found in the possession of Thornton Rogers, West
(Buildings and rooms or vaults)
Main Street, Emmitsburg, Md.

12. Subtitle divisions by dates and volume numbers

13. Other information

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town EmmitsburgAgency or department City GovernmentBureau City Government

1. Exact title Tests (Oaths of Offices)
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years
1910-1936; 1 vol. No volume numbering or lettering by years
3. Missing volumes, by numbers and dates None
4. Exact description of contents; summary of forms used; and general remarks Contains the oaths of the burgess, commissioners and Mayor, also other officials, officiating in the town government, who have served in office.
5. Indexing No index
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (), poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **9" x 12-1/2" x 1"** **201 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **Found in the Mayor's Office located in Slagle's**
(Buildings and rooms or vaults)
Hotel, Emmitsburg, Maryland

12. Subtitle divisions by dates and volume numbers **Pages 1 to 100 cover Tests of Burgesses and**
Justices of the Peace. Pages 101 to 200 cover docket cases. Page 201 is devoted
to a record of Permits granted.

13. Other information **None**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland
(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Middletown
 Agency or department Corporation of Middletown
 Bureau Registers Records

1. Exact title Minute Books
 (Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years April 19, 1919 to April 1937; 2 volumes; no lettering or numbering by the year. 1919-1936, 1937.
3. Missing volumes, by numbers and dates 1834-1919 (Books for forty years previous to 1919 believed to be available, but could not be located)
4. Exact description of contents; summary of forms used; and general remarks Contains the proceedings of the meetings of the Burgess and Councilmen, mention of the ordinances passed, qualifications of officers, reports of Officers and Committees, accounts O.K. and ordered paid.
5. Indexing No indexing
6. Nature of recording by years Typewritten
 (Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather () , cloth () , paper () . Condition is: Excellent () , good () , fair () , poor () , very poor () .
8. Condition of writing: Excellent () , good () , faded () , illegible () .
9. Condition of paper: Excellent () , good () , poor () , very poor () .

THE VOLUMES FORM—Continued

10. Size 8½ x 11 x 3 in. 1919; 8½ x 11 x ½, 1936; 450 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers At the residence of Walter L. Remsburg,
(Buildings and rooms or vaults)
Register, Middletown, Md.

12. Subtitle divisions by dates and volume numbers None

13. Other information In the vault of the Valley Savings the original receipt for \$1500.00 for the payment to General Jubal Early for his demand on Middletown, signed by Maj. Brainfield, Middletown. Incorporated Mar. 4, 1834. Jacob Hoffman first Burgess. Tradition; first settlers, Jacob Lorentz and Frederick Stemple; first tavern, Jacob Levy, and first house built by a Mr. Lauber a gunsmith. During the battle of South Mountain, Gen. Rutherford B. Hayes was wounded and brought to a house in Middletown now occupied by Mrs. Martin Shank.

First Water Works completed in 1893, reservoir of 650,000 gals. Extended in 1925, and additional storage reservoir of 1,500,000 gals.

1934 and 35. In the Town Hall is a Library of 2000 volumes, 10% of which is Educational, Historical and Religious, the balance fiction.

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town MiddletownAgency or department Corporation of MiddletownBureau Registers Records1. Exact title Tax account books
(Indicate variations of title, if any)2. Dates, total volumes, and volume numbering or lettering by years 1920-1937; 2 volumes;
no lettering or numbering by the year.
Loose leaf, used by the current year and transferred to post binder.3. Missing volumes, by numbers and dates 1834 to 1919 inclusive4. Exact description of contents; summary of forms used; and general remarks Contains the
persons name, Real and Personal property, automobile, totals,
securities.5. Indexing No index, arranged alphabetically through the book.6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().8. Condition of writing: Excellent (), good () , faded (), illegible ().9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **8 x 12 x 2 in.** **150 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **At the residence of Walter L. Remsburg,**
(Buildings and rooms or vaults)
Register, Middletown, Maryland

12. Subtitle divisions by dates and volume numbers **none**

13. Other information **none**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

HISTORICAL RECORDS SURVEY

(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Mt. Airy
 Agency or department Corporation of Mt. Airy
 Bureau Mayor's Records

1. Exact title Minute Book
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years June 15, 1925 to April 1937; 1 volume; no lettering or numbering by the year.
3. Missing volumes, by numbers and dates 1880-1925. All records during this period lost in fire.
4. Exact description of contents; summary of forms used; and general remarks Contains the proceeding to the meetings of mayor and councilmen, ordinances passed, and dates effective, reports of committees, and accounts ordered paid.
5. Indexing No index
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (), poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **9 x 14 x 1 in.** **200 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **At the Burgess Office, Commercial Bank,**
Mt. Airy, Maryland
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Mt. Airy
 Agency or department Corporation of Mt. Airy
 Bureau Mayor's Records

1. Exact title Tax and Assessment Book
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1925-1937; 1 volume;
no lettering or numbering by the year.
3. Missing volumes, by numbers and dates 1880-1925, all records during this period
lost by fire.
4. Exact description of contents; summary of forms used; and general remarks Contains the
persons name, lot, dwelling, outbuildings, furniture, stock in
trade, auto, total assessment, discount, interest, total; amount
paid and date paid.
5. Indexing No index, arranged in alphabetical order in the book.
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
 poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 12 x 1½ in. 250 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers At the Mayor's office in the Commercial
Bank, Mt. Airy, Maryland
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information None

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

HISTORICAL RECORDS SURVEY

(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Mt. Airy
 Agency or department Corporation of Mt. Airy
 Bureau Mayor's Records

1. Exact title Ordinance Book
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1925-1937; 1 volume;
no lettering or numbering by the year.
3. Missing volumes, by numbers and dates 1880-1925, all records during this period
lost by fire.
4. Exact description of contents; summary of forms used; and general remarks Contains the
Ordinance as passed by the Mayor and Councilmen, with dates
effective, the name of the Mayor and clerk.
5. Indexing No index, arranged in numerical order as passed.
6. Nature of recording by years pp. 1 to 63, handwritten; 64 to 105, typed.
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
 poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **9 x 12 x 1 in.** **105 pp. used.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **At the Mayor's office, in the Commercial**
Bank, Mt. Airy, Maryland.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Mt. AiryAgency or department Corporation of Mt. AiryBureau Water Department1. Exact title Water Rent Collections
(Indicate variations of title, if any)2. Dates, total volumes, and volume numbering or lettering by years 1932-1937; 1 volume;
no lettering or numbering by the year.3. Missing volumes, by numbers and dates none4. Exact description of contents; summary of forms used; and general remarks 1
Contains persons name, amount due per year, and date paid.5. Indexing Indexed in the front of the book, by the first letter of
last name.6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().8. Condition of writing: Excellent (), good () , faded (), illegible ().9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **9 x 12 x 1 in.** **150 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **At the Mayor's office, in the Commercial**
(Buildings and rooms or vaults)
Bank, Mt. Airy, Maryland.

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Myersville
 Agency or department Corporation of Myersville
 Bureau Clerk's Records

1. Exact title Ordinance Books
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1904-1937; 1 volume;
no lettering or numbering
3. Missing volumes, by numbers and dates None
4. Exact description of contents; summary of forms used; and general remarks Contains Act of
Incorporation, names of the first three Election Judges, ordinance
passed by the board, dates passed, and date effective, names of the
secretary and burgess. Ordinances number 1 to 40
5. Indexing No index, arranged in the order of being passed.
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
 poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **8½ x 12 x ¾ in.** **75 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In the office of the Clerk in the Myers-**
ville Savings Bank, Myersville, Md.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Myersville

Agency or department Corporation of Myersville

Bureau Clerk's Records

1. Exact title Minute Books
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1904-1937; 2 volumes;
no lettering or numbering by the year.
books cover, 1904-1919, 1920-1937
3. Missing volumes, by numbers and dates None
4. Exact description of contents; summary of forms used; and general remarks Contains the
proceeding of the meetings of the Burgess and Aldermen, ordinance
passed, qualifications of officers, reports of committees, petitions
routine business, accounts O.K'd. and ordered paid.
5. Indexing No indexing
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **8½ x 12 x 1 in.** **100 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In the office of the clerk in the**
(Buildings and rooms or vaults)
Myersville Savings Bank, Myersville, Md.

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **John Poffinberger first Burgess; Lloyd M. Koogle,**
J. Statton Smith and Isaiah Moser, first Aldermen.

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town MyersvilleAgency or department Corporation of MyersvilleBureau Treasurer's Records1. Exact title Tax Book
(Indicate variations of title, if any)2. Dates, total volumes, and volume numbering or lettering by years 1906-1937; 1 volume;
no lettering or numbering3. Missing volumes, by numbers and dates None (no taxes collected until 1906)4. Exact description of contents; summary of forms used; and general remarks Contains the
names, real and personal property, interest, totals and date paid.5. Indexing No index, arranged in alphabetical order through the book.6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().8. Condition of writing: Excellent (), good () , faded (), illegible ().9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **8½ x 10 x 1½ in.** **285 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In the Clerk's office, Myersville**
(Buildings and rooms or vaults)
Savings Bank, Myersville, Md.

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town MyersvilleAgency or department Corporation of MyersvilleBureau Treasurers Records

1. Exact title Assessment Books
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1904-1916; 1916-1937;
no lettering or numbering by the years; 2 volumes.
3. Missing volumes, by numbers and dates None
4. Exact description of contents; summary of forms used; and general remarks Contains the
names, amounts of assessment of the real and personal property,
lost, dwellings, automobiles, and totals.
5. Indexing Index in the front of the book, and by the first letter of
the last name.
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 10 x 16 x 2 in. 140 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the clerk's office, in the Myeraville
(Buildings and rooms or vaults)
Savings Bank, Myersville, Md.

12. Subtitle divisions by dates and volume numbers None

13. Other information None

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town New Market

Agency or department Corporation of New Market

Bureau Treasurers Records

1. Exact title Day Book of Tax Collections
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1909-1937; 1 volume;
no lettering or numbering by the year
3. Missing volumes, by numbers and dates 1878-1908
4. Exact description of contents; summary of forms used; and general remarks Contains the
dates, persons names, and amount paid.
5. Indexing No index, arranged as paid and entered
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8 x 12 x 1 in. 400 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers At the store of A.J. Zimmerman, Treas.,
(Buildings and rooms or vaults)
New Market, Maryland

12. Subtitle divisions by dates and volume numbers None

13. Other information None

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town New MarketAgency or department Corporation of New MarketBureau Treasurers Records

1. Exact title Tax and Assessment Book
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1922-1937; 1 volume;
no lettering or numbering by the year.
3. Missing volumes, by numbers and dates 1878-1921
4. Exact description of contents; summary of forms used; and general remarks Contains the
person's name, real and personal property, lot, assessment value,
amount of tax, date and date tax paid.
5. Indexing In the front of the book, by the first letter of the person's
last name.
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 12 x 1 1/2 in. 350 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers At the store of A.J. Zimmerman, Treas.,
(Buildings and rooms or vaults)
New Market, Maryland.

12. Subtitle divisions by dates and volume numbers None

13. Other information New Market has a tax rate of 15¢ per hundred dollars.
Assessment value of, Real property \$154,445 and personal property
\$25,430.

3

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland
(Name of State) HISTORICAL RECORDS SURVEY

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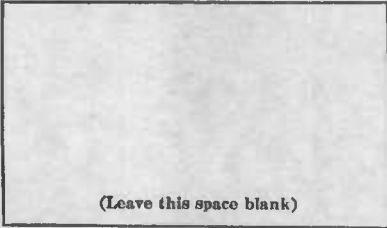
THE VOLUMES FORM

County **Frederick** City or town **New Market**
 Agency or department **Corporation of New Market**
 Bureau **Secretary's Records**

1. Exact title **Minute Book**
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years **1887-1937; 1 volume;**
no lettering or numbering by the year.
3. Missing volumes, by numbers and dates **1878-1886**
4. Exact description of contents; summary of forms used; and general remarks **Contains the**
names of the members of the board, routine procedure (very brief),
ordinances passed, petitions, complaints and reports of the officers.
5. Indexing **No indexing.**
6. Nature of recording by years **Handwritten**
(Handwritten, typescript, print, photostat, etc.)
Cardboard bound
7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (**X**), fair (),
 poor (), very poor ().
8. Condition of writing: Excellent (), good (**X**), faded (), illegible ().
9. Condition of paper: Excellent (), good (**X**), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8 x 10 x 1 in. 200 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)
11. Location by dates and volume numbers At the residence of Julien Kaulkner, Sec.,
(Buildings and rooms or vaults)
New Market, Maryland.
12. Subtitle divisions by dates and volume numbers None
13. Other information New Market elects a board of five commissioners from
which they select their president, treasurer and secretary. The first
board elected in 1878 was Thos. U. Lease, Edward Houck, John F. Smith,
T. M. Waltz, and Isaac S. Russell. Town incorporated, Acts of 1878 by
the General Assembly Chapter 90 Sects. 378 to 394. New Market has two
Chemical Fire Engines, bought by contributions of the citizens of the
town, and taken over by the Corporation, December 29, 1919. Also a
reservoir for water storage for fire protection, 55,000 gal. capacity,
and a verbal agreement with the Mt. Airy Volunteer Fire Company for
fighting fires.



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County **Frederick** City or town **New Market**

Agency or department **Corporation of New Market**

Bureau **Secretary's Records**

1. Exact title, if any **Ordinances**

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. **Dec. 19, 1889,**
no lettering or numbering.

3. Dates of obvious gaps **None**

4. Sizes of file boxes, bundles, etc., by uniform groups **1 paper, nd filed**
10 x 14 in.

5. Types of records included **Contains ordinances of the collection of taxes,**
nuisance pertaining to chickens, stock at large, removal of snow,
street sweepings, name of the clerk, 6 ordinances divided in one
to twelve sections.

6. Indexing **No indexing.**

7. Condition of writing, paper, and containers **All good**

8. Location by dates and numbers of file boxes, etc. **At the residence of Julien Faulkner,**
(Buildings and rooms or vaults)
Sec., New Market, Maryland

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Thurmont
 Agency or department Mayor's Office
 Bureau None

1. Exact title Minutes
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years
1917-1936. 1 vol. loose leaf
July 1936 to date. 1 vol.
3. Missing volumes, by numbers and dates 1870 to 1915 inclusive
4. Exact description of contents; summary of forms used; and general remarks Proceeding of meetings, orders for paying bills, reports of committees, ordinances as passed, etc.
5. Indexing No index
6. Nature of recording by years Part typed and part handwritten (No consecutive part handwritten or typed).
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather () , cloth () , paper () . Condition is: Excellent () , good () , fair () , poor () , very poor () .
8. Condition of writing: Excellent () , good () , faded () , illegible () .
9. Condition of paper: Excellent () , good () , poor () , very poor () .

THE VOLUMES FORM—Continued

10. Size 8-1/2 x 11 x 1-1/2 250 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Mayor's Office in Thurmont Bank
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information Mayor, Pres. of Board of Commissioners, Thurmont, incorporated
1892 but didn't function until 1870.



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Thurmont
Agency or department Corporation of Thurmont
Bureau Tax Collector

1. Exact title Corporation Tax Book
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1928 to 1936 - 1 vol. loose leaf

3. Missing volumes, by numbers and dates 1870 to 1927 inclusive

4. Exact description of contents; summary of forms used; and general remarks Names, amount of taxes, accounts of assessment, real and personal property, automobiles, and dates paid.

5. Indexing Names arranged alphabetically

6. Nature of recording by years Hand written
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9" x 14" x 2-1/2"
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Mayor's Office
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information Assessments taken from county tax books for Frederick County.

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS : 1936

Maryland Historical Records Survey
(Name of State)

THE PRINTED RECORDS FORM



County Frederick City or town Thurmont
Agency or department Corporation of Thurmont
Bureau Mayor's Office

1. Title of set of records in which publication appears (if any) Ordinance Book
2. Title of publication
3. Dates, total volumes, and volume numbering or lettering 1870- 1 vol.
4. Missing volumes, by numbers and dates 1 vol. 1832 to 1870
5. Average number of pages per volume 36 pp
6. Average height, width, and thickness of volumes 4" x 6" x 1/4"
7. Indexing No index
8. Condition of printing, paper, binding Good
9. Location by dates and volume numbers Mayor's Office
10. Major subjects covered 1870 an Act to repeal the Incorporation of Mechanicstown as passed Feb. 13, 1832, Chapter 111, Sections 193 to 212.
Section 1 of Public Law of General Assembly January Session 1870 passed an Act of Incorporation of Mechanicstown, naming Leonard Pickings, George W. Foreman, Frederick White, Commissioners.
11. Other information Some of the ordinances passed are missing in this book. First 6 pages are the 27 articles of the charter to Mechanicstown (now Thurmont).

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town WalkersvilleAgency or department Corporation of WalkersvilleBureau Burgess Records1. Exact title Tax Collection and Assessment Book
(Indicate variations of title, if any)2. Dates, total volumes, and volume numbering or lettering by years 1922-1937; 2 volumes,
no lettering or numbering by the year, 1922-1935, 1935-1937.3. Missing volumes, by numbers and dates 1892-19214. Exact description of contents; summary of forms used; and general remarks Contains the
names, assessment, amount of tax, real and personal property
and dates paid.5. Indexing No index, arranged in alphabetical order in book.6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().8. Condition of writing: Excellent (), good () , faded (), illegible ().9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8 x 12 x 2 in. 75 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers At the residence of the Burgess, W. Nelson
(Buildings and rooms or vaults)
Stauffer, Walkersville, Md.

12. Subtitle divisions by dates and volume numbers None

13. Other information No Minutes kept of the meeting of the commissioners,
which called only when matters arising require a meeting. Town was
chartered by the Acts of the Assembly of Maryland 1892, and amended
1904, 06 and 10.

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Woodsboro
 Agency or department Corporation of Woodsboro
 Bureau Clerk's Records

1. Exact title Minute Book
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1929-1937; 1 volume;
no lettering or numbering by the year.
3. Missing volumes, by numbers and dates None
4. Exact description of contents; summary of forms used; and general remarks Contains the
proceeding of the meetings, names of the officers, qualifications
and elections of officers, reports of committees, and routine
business transacted.
5. Indexing No index.
6. Nature of recording by years Typewritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather () , cloth () , paper () . Condition is: Excellent () , good () , fair () ,
 poor () , very poor () .
8. Condition of writing: Excellent () , good () , faded () , illegible () .
9. Condition of paper: Excellent () , good () , poor () , very poor () .

THE VOLUMES FORM—Continued

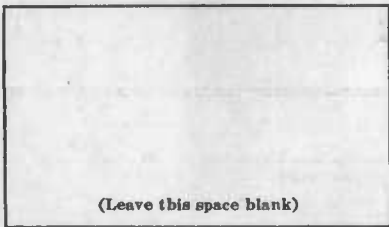
10. Size 8 1/2 x 11 x 1 in. 75 pp. loose leaf.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the office of the Clerk, Allen Smith,
(Buildings and rooms or vaults)
at the Rosebud Perfume Company, Woodsboro, Md.

12. Subtitle divisions by dates and volume numbers None

13. Other information Woodsboro was previously incorporated but for a number
years was inactive. Citizens petitioned repeal of old Charter and
hence the Charter of 1929. All earlier Records lost.

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)



THE VOLUMES FORM

County Frederick City or town Woodsboro

Agency or department Corporation of Woodsboro

Bureau Clerk's Records

1. Exact title Ordinance Book
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1929-1937; 1 volume;
no lettering or numbering by the year

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Contains a copy
of the Charter, effective first Saturday in May, 1929. The ordi-
nances numbering 1 to 11.

5. Indexing No index, ordinance arranged in numerical order as passed.

6. Nature of recording by years Typewritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good () , faded (), illegible ().

9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **9 x 14 x 1 in.** **100 pp.**

(Height, width, and thickness, and average number of pages, by uniform groups)

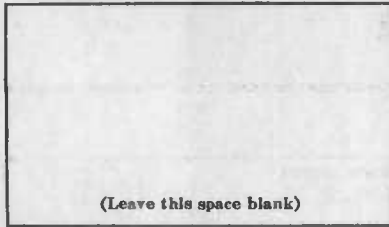
11. Location by dates and volume numbers **In the office of the Clerk, Allen Smith,**

(Buildings and rooms or vaults)

at the Rosebud Perfume Company, Woodsboro, Md.

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Woodsboro

Agency or department Corporation of Woodsboro

Bureau Clerk's Records

1. Exact title Tax Collections
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1929-1937; 1 volume;
no lettering or numbering by the year.

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Contains the
names of persons assessed, the assessment value, amount of tax,
and date paid.

5. Indexing No index, arranged alphabetically through book.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather () , cloth () , paper () . Condition is: Excellent () , good () , fair () ,
poor () , very poor () .

8. Condition of writing: Excellent () , good () , faded () , illegible () .

9. Condition of paper: Excellent () , good () , poor () , very poor () .

THE VOLUMES FORM—Continued

10. Size **4 x 6 x 1 in.** **75 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In the office of the Clerk, Allen Smith,**
(Buildings and rooms or vaults)
at the Rosebud Perfume Company, Woodsboro, Maryland

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town BrunswickAgency or department Corporation of BrunswickBureau Justice of Peace Records

1. Exact title Automobile Case Dockets
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years Jan. 1, 1937 to Apr. 1937;
January 1, 1937 to April 1937; 1 volume; no lettering or numbering.
3. Missing volumes, by numbers and dates None
4. Exact description of contents; summary of forms used; and general remarks Contains the
Docket number, date, names of the plaintiff and defendant, charge,
plea, verdict, sentence, and amounts remitted to the Commissioner
of Motor Vehicles.
5. Indexing No indexing and arranged as charges are made, or received.
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **10 x 14 x 1 in.** **50 pp. used**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In the Register's office, Brunswick,**
(Buildings and rooms or vaults)

Md.

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**



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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town BrunswickAgency or department Corporation of BrunswickBureau Justice of Peace Records

1. Exact title Dockets
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years May 6, 1935 to Dec. 31, 1938
no lettering or numbering by the year.
3. Missing volumes, by numbers and dates None. Volumes previous to May 6, 1935 filed
in the office of the clerk of the Frederick County Circuit Court.
4. Exact description of contents; summary of forms used; and general remarks Pages 1 to 100
contains the State and County Dockets; pages 101 to 221, the Corpora-
tion of Brunswick Dockets. Contains the case numbers, date, names
of the plaintiff and the defendant, charge, plea, verdict and
sentence.
5. Indexing No index and arranged in numerical order of the case entered.
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8 1/2 x 12 x 1 in. 225 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the Register's office, Brunswick, Md.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information None

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town MiddletownAgency or department Corporation of MiddletownBureau Justice of the Peace1. Exact title State and County Dockets
(Indicate variations of title, if any)2. Dates, total volumes, and volume numbering or lettering by years Dec. 28, 1936 to April 1937;
1 volume; no lettering or numbering by the year.Dockets number 1 to 593. Missing volumes, by numbers and dates None. Records of predecessor filed with
the Clerk of the Circuit Court of Frederick County.4. Exact description of contents; summary of forms used; and general remarks Contains the
Docket number, names of the plaintiff and defendant, charge, plea,
verdict and sentence.5. Indexing No index. Dockets arranged in numerical order as entered.6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().8. Condition of writing: Excellent (), good () , faded (), illegible ().9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 12 x 1 in. 150 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers At the residence of the Justice of the
(Buildings and rooms or vaults)
Peace, O. Fred. Ridenour, Middletown, Md.

12. Subtitle divisions by dates and volume numbers None

13. Other information This book is to be used for corporation violations but
since qualifying for office there have been none.



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland
(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Mt. Airy

Agency or department Corporation of Mt. Airy

Bureau Justice of the Peace

1. Exact title State County and Corporation Dockets
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years May 3, 1935 to April 1937; 1 volume; no lettering or numbering by year.

3. Missing volumes, by numbers and dates None, records of predecessor filed with the Clerk of the Circuit Court of Carroll County, Westminster, Md.

4. Exact description of contents; summary of forms used; and general remarks Contains the names, date, charge, summons, plea, verdict, and sentence.

5. Indexing No index, arranged as entered.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (), faded (), illegible ().

9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **3 x 5 x 1 in.** **100 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In the office of the Justice of the Peace,**
(Buildings and rooms or vaults)
L. Pearce Bowlus, in the Peoples Lumber and Supply Company, Building,
Mt. Airy, Maryland.

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
 (Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Mt. Airy

Agency or department Corporation of Mt. Airy

Bureau Justice of the Peace Records

1. Exact title Auto Case Dockets
 (Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years January 1, 1937 to April 1937; 1 volume; no lettering or numbering by the year.
3. Missing volumes, by numbers and dates None
4. Exact description of contents; summary of forms used; and general remarks Contains the docket number, the name, date, charge, plea, verdict, sentence, and amount remitted to the Commissioner of Motor Vehicles.
5. Indexing No index, arranged as entered.
6. Nature of recording by years Handwritten
 (Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (), poor (), very poor ().
8. Condition of writing: Excellent (), good (), faded (), illegible ().
9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 12 x 1 in. 150 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the office of the Justice of the Peace,
(Buildings and rooms or vaults)
L. Pearce Bawlus, in the Peoples Lumber and Supply Company Building,
Mt. Airy, Maryland.

12. Subtitle divisions by dates and volume numbers None

13. Other information None

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County **Frederick** City or town **Woodsboro**Agency or department **Corporation of Woodsboro**Bureau **Justice of the Peace Records**

1. Exact title **Auto Case Dockets**
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years **Jan. 1, 1937 to Apr. 1937;**
no lettering or numbering by the year; 1 volume.
3. Missing volumes, by numbers and dates **None**
4. Exact description of contents; summary of forms used; and general remarks **Contains the**
docket number, name of the defendant, charge, plea, verdict, and
sentence and amount remitted to the Commissioner of Motor Vehicles.
5. Indexing **No index, arranged in/numerical order as entered**
6. Nature of recording by years **Handwritten**
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **9 x 12 x 1 in.** **3 pp. used.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **At the residence of the Justice of the**
(Buildings and rooms or vaults)
Peace, Charles H. Fogle, Woodsboro, Maryland.

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town WoodsboroAgency or department Corporation of WoodsboroBureau Justice of Peace Records

1. Exact title State, County and Corporation Dockets
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years June 24, 1935 to Apr. 1937;
1 volume; no lettering or numbering by the year.
3. Missing volumes, by numbers and dates None. Records of predecessor filed with
the Clerk of the Circuit Court, Frederick, Md.
4. Exact description of contents; summary of forms used; and general remarks Contains the
dockets numbers, names of the plaintiff and defendant, charge,
plea, verdict and sentence.
5. Indexing No index, arranged in numerical order as entered.
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **7 1/2 x 10 x 1 in.** **35 pp. used.**

(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **At the residence of the Justice of the**

(Buildings and rooms or vaults)

Peace, Charles H. Fogle, Woodsboro, Md.

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Frederick
 Agency or department Water Department
 Bureau City Hall

1. Exact title Journal of the Proceedings of the President and Directors
(Indicate variations of title, if any)
of the Frederick Water Company
2. Dates, total volumes, and volume numbering or lettering by years 1825-1835; 1 vol.;
no volume numbering or lettering by years
3. Missing volumes, by numbers and dates None
4. Exact description of contents; summary of forms used; and general remarks Contains the
records of the meetings of the Board, subscription of stock, and
expenditures for the building of the reservoir and water mains
and lines.
5. Indexing No indexing
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (),
 poor (), very poor ().
8. Condition of writing: Excellent (), good (), faded (), illegible ().
9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **9" x 14" x 1½"; 150 pp.**

(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **Office of the City Engineer**

(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers **None**

13. Other information

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Frederick
 Agency or department Street Department
 Bureau City Hall

1. Exact title Commissioners Minute Book
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1787-1817; 1 vol.;
no volume numbering or lettering by year.
3. Missing volumes, by numbers and dates None
4. Exact description of contents; summary of forms used; and general remarks Contains the
records of the Street Commissioners appointed by the General
Assembly of Maryland, for the grading of streets, records of
the Collector, disbursements, etc.
5. Indexing No indexing
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good () , fair (),
 poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8" x 15" x 1"; 150 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

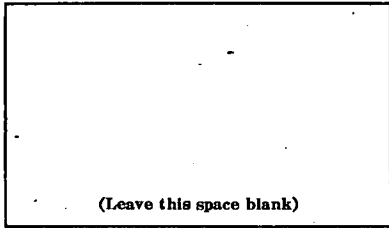
11. Location by dates and volume numbers Office of the Water Rent Collector
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)



THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department City Register

Bureau City Hall

1. Exact title License Accounts (Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1904-1906; 3 vols.; no volume lettering or numbering by years

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Gives the names of persons applying for licenses, the kind of traders license, address, the date and amount paid for same.

5. Indexing No indexing

6. Nature of recording by years Handwritten (Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **8" x 14" x 1/2"; 75 pp.**

(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers

Office of the City Engineer

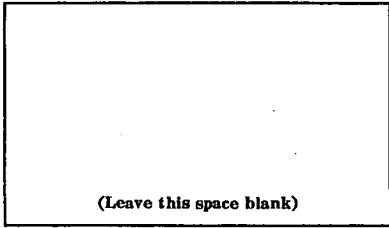
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

None

13. Other information

None



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick
Agency or department City Register
Bureau City Hall

1. Exact title Salaries Accounts
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1904-1907; 1 vol.;
no volume numbering or lettering by years

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Salaries of
the Street, Sewer, Opera House Employees, Stationary accounts,
etc.

5. Indexing No indexing

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (**X**), paper (). Condition is: Excellent (), good (**X**), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (**x**); faded (), illegible ().

9. Condition of paper: Excellent (), good (**x**), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **92" x 14" x 1/2"; 150 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

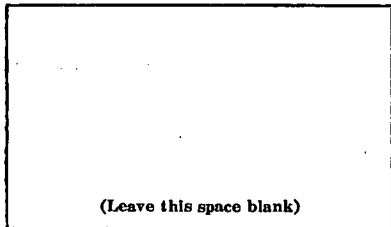
11. Location by dates and volume numbers **Office of the City Engineer**
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)



THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Municipal Government

Bureau City Hall

1. Exact title Public Utilities Accounts
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1901-1902; 1 vol.;
no volume lettering or numbering by years.

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Accounts of the
expenditures of the Water Works, City Light plant and Street
Departments, as to labor, materials where used, etc.

5. Indexing Indexed in front of the book, and alphabetically by the first
letter of the department.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **9" x 14" x 1"; 152 pp.**

(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **Office of the City Engineer**

(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Frederick
Agency or department Municipal Government
Bureau City Hall

1. Exact title Resolutions
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1840-1880; 1 vol.
no volume numbering or lettering by years
3. Missing volumes, by numbers and dates None
4. Exact description of contents; summary of forms used; and general remarks Resolutions
made and passed by the Mayor and Board of Aldermen and the
Common Council
5. Indexing Indexed in the back of book, alphabetically by the first letter
of the Resolution, whether to Police Dept., Street Dept., etc.
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather () , cloth () , paper () . Condition is: Excellent () , good () , fair () ,
poor () , very poor () .
8. Condition of writing: Excellent () , good () , faded () , illegible () .
9. Condition of paper: Excellent () , good () , poor () , very poor () .

THE VOLUMES FORM—Continued

10. Size 10" x 18" x 2"; 575 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Office of the Collector of Water Rents
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Frederick
 Agency or department Municipal Government
 Bureau City Hall

1. Exact title Poll Books
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1873-1877; 18 vols.;
no volume numbering or lettering by years.
3. Missing volumes, by numbers and dates 1874-all except volumes for precincts
#5 and #9; 1877- all except 1 vol. for precinct #2
4. Exact description of contents; summary of forms used; and general remarks Contains the
name of the voter, his residence, color, date of voting and the
candidates.
5. Indexing Indexed alphabetically by the first letter of the last name
only
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good () , fair (),
 poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8" x 12" x 1 $\frac{1}{8}$ "; 200 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

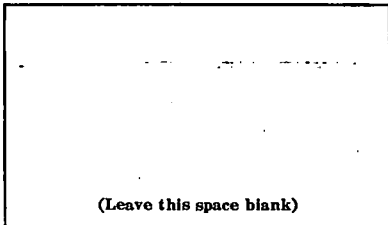
11. Location by dates and volume numbers Board room of the Mayor and Aldermen
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information None

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)



THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Municipal Government

Bureau City Hall

1. Exact title Rules of the Common Council
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
volume undated, no numbering or lettering by year
(covered time of the Common Council 1748-1840)

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Rules
regulating the procedure of the meeting of the Common Council.

5. Indexing No indexing

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (), paper (X). Condition is: Excellent (), good (), fair (X),
poor (), very poor ().

8. Condition of writing: Excellent (), good (X), faded (), illegible ().

9. Condition of paper: Excellent (), good (X), poor (), very poor ().

THE VOLUMES FORM—Continued

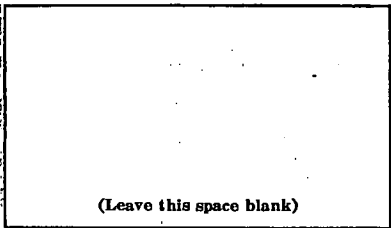
10. Size **7½" x 12" x ½"; 50 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **Office of the Water Rent Collector**
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **The Council had 31 rules of procedure.**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)



(Leave this space blank)

THE VOLUMES FORM

County **Frederick** City or town **Frederick**

Agency or department **Municipal Government**

Bureau **City Hall**

1. Exact title **Police Dockets**
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years **1922-1938; 2 vols.;**
no volume numbering or lettering by years.

3. Missing volumes, by numbers and dates **None**

4. Exact description of contents; summary of forms used; and general remarks **Contains the**
names of persons brought before the Police Court, the dates, the
offence, and in most cases the disposition of same.

5. Indexing **No indexing**

6. Nature of recording by years **Handwritten**
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather () , cloth () , paper () . Condition is: Excellent () , good () , fair () ,
poor () , very poor () .

8. Condition of writing: Excellent () , good () , faded () , illegible () .

9. Condition of paper: Excellent () , good () , poor () , very poor () .

THE VOLUMES FORM—Continued

10. Size 15" x 18" x 1 $\frac{1}{8}$ "; 103 and 269 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Office of the City Engineer
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information None

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Frederick
 Agency or department Municipal Government
 Bureau Mayor and Board of Aldermen

1. Exact title City Ordinances
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1748-1901; 6 vols.;
no volume numbering or lettering by years for early volumes. Last
two volumes are lettered "City Ordinances" with inclusive years.
3. Missing volumes, by numbers and dates None
4. Exact description of contents; summary of forms used; and general remarks Contains the
Acts of Incorporation and other Acts of the Legislature, ordinances
passed in reference to the repairing or laying of new streets, peace
and order, curbing the streets, franchises, salaries of the various
officials, street lighting, water department, etc.
5. Indexing Indexed in the back of the book, except 1748 book, in front
see # 12
6. Nature of recording by years Handwritten except, 1748 and 1901 printed.
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (),
 poor (), very poor ().
8. Condition of writing: Excellent (), good (), faded (), illegible ().
9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size Average 11" x 18" x 2"; 500 to 695 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Office of the Collector of Water Rents
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

INDEXING: continued from # 5. Indexed numerically according to the
Ordinances Table of contents, list the Acts of the General Assemble.

13. Other information May Session 1748, page 1. An act to divide Prince
Georges County, and to erect a new one by the name of Frederick
County. By this act from and after Dec. 10, 1748 the new county
was formed, the bounds of which were stated at the session.
This act was passed June 11, 1748.

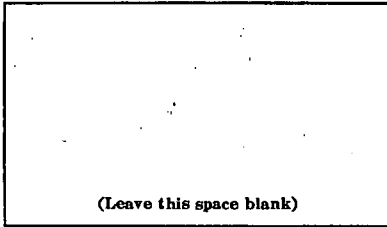
SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM



(Leave this space blank)

County Frederick City or town Frederick

Agency or department Board Room of Mayor and Alderman

Bureau City Hall

1. Exact title Assessment Books
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1821-1859; 4 vols.;
no numbering or lettering by years

3. Missing volumes, by numbers and dates 1 volume 1844

4. Exact description of contents; summary of forms used; and general remarks Contains the
records of the assessable property of the citizens of Frederick
City during the years mentioned, they include personal, real
estate, slaves, jewelry, etc.

5. Indexing In front of the books, by the initial letter of the last
name only.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather , cloth (), paper (). Condition is: Excellent (), good , fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good , faded , illegible ().

9. Condition of paper: Excellent (), good , poor , very poor .

THE VOLUMES FORM—Continued

10. Size 12" x 16" x 2"; 250 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Board Room of the Mayor and Aldermen
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department City Government (City Hall)

Bureau Board of Aldermen

1. Exact title Minutes of Board of Aldermen
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1769-1897; 9 vols.;
no volume numbering or lettering by years.
3. Missing volumes, by numbers and dates 4 vols.; 1823-24; 1827-34; 1879-85;
1890-92.
4. Exact description of contents; summary of forms used; and general remarks Contains record
of civic transactions, regulations and laws governing the City,
and other municipal orders, concerning local Government.
5. Indexing No index
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather () , cloth () , paper () . Condition is: Excellent () , good () , fair () ,
poor () , very poor () .
8. Condition of writing: Excellent () , good () , faded () , illegible () .
9. Condition of paper: Excellent () , good () , poor () , very poor () .

THE VOLUMES FORM—Continued

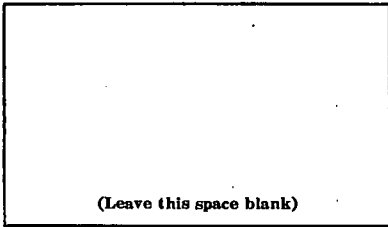
10. Size Average 8" x 12" x 1"; 350 pp. per volume
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Found in the office of the Collector of
(Buildings and rooms or vaults)

City Water Rents.

12. Subtitle divisions by dates and volume numbers None

13. Other information



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick
Agency or department City Government (City Hall)
Bureau Board of Aldermen

1. Exact title Minutes of the Common Council (The Common Council is now known as the Board of Aldermen)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1817-1874; 4 vols.
no volume numbering or lettering by years.

3. Missing volumes, by numbers and dates 1 vol. 1845-51

4. Exact description of contents; summary of forms used; and general remarks Contains record of laws passed by the Common Council (Now Board of Aldermen) covering parking regulations, zoning regulations, repaving streets, laying out new streets, introducing new lighting facilities, and other rules and regulations passed in making any city progressive.

5. Indexing No index

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

some
7. Binding: Leather (**x**), cloth (), paper (**x**). Condition is: Excellent (), good (), fair (**x**), poor (), very poor ().

8. Condition of writing: Excellent (), good (**x**), faded (**x**), illegible ().
some

9. Condition of paper: Excellent (), good (**x**), poor (**x**), very poor ().

THE VOLUMES FORM—Continued

10. Size Average 8" x 12½" x 1½"; 200 pp. per volume
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Located in the office of the Collector of
(Buildings and rooms or vaults)

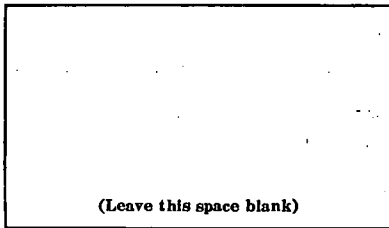
City Water Rents.

12. Subtitle divisions by dates and volume numbers None

13. Other information

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)



THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department City Government (City Hall)

Bureau Mayor and Board of Aldermen

1. Exact title Mayor's Dockets
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1852-1882; 14 vols.
no volume numbering or lettering by years.
Docket numbers 1 - 6461

3. Missing volumes, by numbers and dates 2 vols. 1857; 1869-82

4. Exact description of contents; summary of forms used; and general remarks Accounts of
finer, arrests and disorderly affairs in the city. During the
time the above dates cover, the arrests of the city were tried
before the Mayor instead of the Police Court as it is today.

5. Indexing No Index

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (),
poor (X), very poor ().

8. Condition of writing: Excellent (), good (X), faded (), illegible ().

9. Condition of paper: Excellent (), good (), poor (X), very poor ().

THE VOLUMES FORM—Continued

10. Size Average size 8" x 12" x 1½"; 350 pp. per book
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Found in the meeting room of the Board of Aldermen, City Hall, Third Floor
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information None

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Frederick
Agency or department City Government (City Hall)
Bureau City Registers Office

1. Exact title Accounts of City Register (Receipts and Expenditure)
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1826-1913; 30 vols.
no vol. numbering or lettering by years
3. Missing volumes, by numbers and dates 2 vols. 1867-79; 1907-09.
4. Exact description of contents; summary of forms used; and general remarks Accounts of
City Register as to receipts, tax collections, licenses, weigh
master, market master, fines and expenditures of bills ordered paid
by the Board of Aldermen and Board of Common Council.
5. Indexing No index
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (),
poor (), very poor ().
8. Condition of writing: Excellent (), good (), faded (), illegible ().
9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **Average size 8" x 12" x 1½"; 250 pp. per book.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **Office of the City Surveyor, City Hall,**
third floor
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers **None**

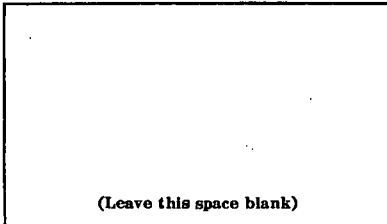
13. Other information **None**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY



(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Water Department

Bureau City Hall

1. Exact title Water Works Accounts
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1844-1901; 2 vols.;
no volume numbering or lettering by years

3. Missing volumes, by numbers and dates 1853-1897, No vols. ?

4. Exact description of contents; summary of forms used; and general remarks Contains the ac-
counts of the receipts and expenditures of the Water Department as
to amounts received by collector and disbursements, for material and
labor, installing new and repairing old water lines.

5. Indexing No indexing

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (), paper (**x**). Condition is: Excellent (), good (), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (**x**), faded (), illegible ().

9. Condition of paper: Excellent (), good (**x**), poor (), very poor ().

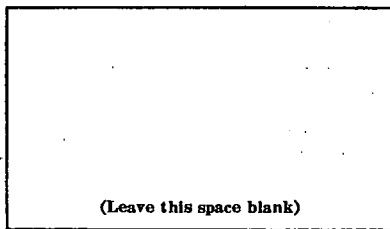
THE VOLUMES FORM—Continued

10. Size **9" x 14" x 1", 150 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **Office of the City Engineer**
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland
(Name of State) HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick
Agency or department Water Department
Bureau City Hall

1. Exact title Water Rent Accounts
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1901-1904; 3 vols.;
no volume numbering or lettering by years.

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Accounts of the
Water services, the names of those served, addresses, dates and
amounts due and when paid.

5. Indexing No indexing

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (**X**), paper (). Condition is: Excellent (), good (**X**), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (**X**), faded (), illegible ().

9. Condition of paper: Excellent (), good (**X**), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 5" x 14" x 1"; 150 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

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11. Location by dates and volume numbers Office of the City Engineer
(Buildings and rooms or vaults)

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12. Subtitle divisions by dates and volume numbers None

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13. Other information None

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State Attorney

Fischer Co.

1 Directs

90 vols. 1931-37

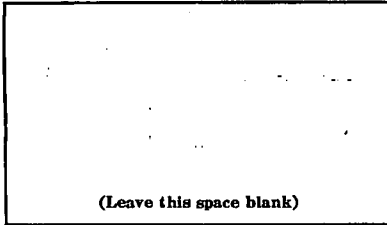
8/1/40

2 Directs

22 d. b. 1931-35

8/1/40

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department States Attorney Office

Bureau State's Attorney Records

1. Exact title Dockets
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
January 1, 1931 to April 1937; 30 volumes; no lettering or numbering by the years.

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Contains the State's Attorney Dockets number, the Court Docket number, the defendant's name, the charge, statements of defendant and witnesses, the plea, a history of all supporting information, a summary of the defendant's previous record, term of court, the dates, and the Justice of the Peace of a previous hearing.

5. Indexing No index, arranged by personal docket number and by the Term of Court.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (**X**), paper (). Condition is: Excellent (), good (**X**), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (**X**), faded (), illegible ().

9. Condition of paper: Excellent (), good (**X**), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8 1/2 x 14 x 1/2 in. 100 pp. aver.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Dockets from Jan. 1, 1931 to Jan. 1, 1935,
(Buildings and rooms or vaults)
21 vols., are in office of Walter Sinn, People's Insurance Building
Frederick, Md. Those from Jan. 1, 1935 to date, 9 vols. are in the
office of the State's Attorney, Sherman P. Bowers, People's Insurance
Building, Frederick.

12. Subtitle divisions by dates and volume numbers None

13. Other information None

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department States Attorney Office

Bureau States Attorney Records

1. Exact title, if any Dockets

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. January 1, 1931 to January 1, 1935; 22 files; no lettering or numbering by the year.

Lawman and Erbc Folders

3. Dates of obvious gaps None, pending cases of previous States Attorney, given to the successor.

4. Sizes of file boxes, bundles, etc., by uniform groups Legal files, containing bundles 8 1/2 x 11 x 1 in.

5. Types of records included Contains supporting information to the Dockets, such as the defendants name, names of witnesses, private testimony of complainant, private testimony of witnesses, in most cases the residence of the defendant, the dates and other information to be presented.

6. Indexing No index and arranged in the numerical order of the docket per the term of court.

7. Condition of writing, paper, and containers All good Typewritten

8. Location by dates and numbers of file boxes, etc. In the office of Walter Sinn, previous States Attorney, Peoples Insurance Building, Frederick.
(Buildings and rooms or vaults)

MONTHLY CASE LOAD REPORT, 1933--. Est. 7 reports in 1 bundle.

Monthly statistical report on public assistance, including aid to dependent children, aid to needy blind and old age assistance, 1936--, giving date of report, no. of applications under each classification, pending from preceding month, received during month, total during month, disposed of during month, approved, denied as ineligible, pending at end of month, and no. of cases approved for public assistance. Arr. chron. by date of report. Typed on ptd. form. $\frac{1}{2}$ x 10 x 16. Office of executive secretary.

Helford Booth
London W.C.

MONTHLY FINANCIAL REPORT, 1936--. Est. ? reports in 1 bundle.

Detailed statements of finances of county welfare to board of state aid and charities, giving date of report, under various classifications unpaid obligations at beginning of month, incurred during month, and total, cash disbursed in payment of obligations, deductions, cancellations and adjustments for prior month, net obligations, and unpaid obligations at end of month. Arr. chron. by date of report. Typed on ptd. form. $\frac{1}{2}$ x 8 x 14. Office of executive secretary.

CASE RECORDS, 1933--. Est. ? cases in 31 f.d. (labeled by nos. of cases contained).

Case records for all types of assistance, including applications, investigators reports and all forms establishing eligibility, giving case no., name and address of client, race, type of assistance, household census, names, birth dates and marital status of children away from home, marital status and naturalization data of heads of family, names, addresses and degrees of relationship of other relatives, and employment record of all adult wage earners in family. Arr. alph. by name of client. Typed. 12 x 12 x 24. Rear rm., first floor, Winchester Hall.

CANCELLED CHECKS, 1936--. Est. ? checks in box, 3 f.b.

4

Cancelled checks returned by banks after payment, giving check no., name of bank, date issued, name of payee, amount, signatures of issuing official and payee. Arr. numer. by check no. Typed on ptd. form. 5 x 8 x 24. Office of executive secretary.

MASTER CARD FILE, 1936--. Est. ? cards in 6 f.d.? (labeled by letters of alphabet contained).

Master card file of all relief clients, giving name and address of client, date of birth, color, case no., date of application, names of members of household, action and date taken, remarks, and name of social worker. Arr. alph. by name of client. Typed on ptd. form. 7 x 5 x 24? Rear rm., first floor, Winchester Hall.?

PAY ROLLS, 1934--. Est.? papers in 37 bundles? (dated)?

Pay rolls for general public assistance, aid to dependent children, aid to needy blind, and old age assistance, giving date, name and address of payee, case no., amount, period covered, and check no. Arr. chron. by date of pay roll. Typed. $\frac{1}{2}$ x $8\frac{1}{2}$ x 15.? Storage rm., Winchester Hall.?

7

QUARTERLY REPORT OF EXPENDITURES FOR ADMINISTRATION AND AUXILIARY
SERVICES, 1936--. Est. ? reports in 1 bundle.

Gives date quarter ending, name of executive secretary, amount, purpose, account charged, and source of funds. Arr. chron. by date of report. Typed on ptd. form.

$\frac{1}{2}$ x 8 x 14. Office of executive secretary.

QUARTERLY STATEMENT OF ADVANCES, EXPENDITURES AND ADJUSTMENTS,

1936--. Est.? reports in 1 bundle.

Gives date quarter ending, name of executive secretary, type of assistance, amount advanced, amount expended, amount of adjustment over or under. Arr. chron. by date of report. Typed on ptd. form. 1/2 x 8 x 10. Office of executive secretary.

SUPPLEMENTAL MONTHLY CASE LOAD REPORTS, 1936--. Est. reports in
1 bundle.

Gives date, no. of applications referred to W.P.A., no. pending from previous
month, no. received during month, total handled for month, disposition, no.
pending at end of month, total no. of inactive cases, active cases, and inactive
cases receiving surplus commodities only, open for observation and other inactive
cases. Arr. chron. by date of report. Typed on ptd. form. $\frac{1}{2}$ x $8\frac{1}{2}$ x $11\frac{1}{2}$. Office
of executive secretary.

VOUCHERS FOR ASSISTANCE, PURCHASES AND SERVICES, 1933--. Est. ?

vouchers in 11 f.d.?

Duplicate vouchers for payment of accounts, giving voucher no., check no., date paid, name and address of payee, by whom checked and approved for payment, date of invoice, month obligation entered, purpose, amount, and account charged. Arr. numer. by voucher no. Typed. $11\frac{1}{2}$ x 5 x $12\frac{1}{2}$. Office of executive secretary.

BOARD MEETING MINUTES, 1933--. 2 vols.

Brief record of proceedings of the county welfare board, including analyses of case load reports, giving date of meeting, business transacted, names of chairman and members present. Arr. chron. by date of meeting. Typed. Aver. 150 pp. $8\frac{1}{2}$ x $11\frac{1}{2}$ x $\frac{1}{2}$. Office of James Grove, M. J. Grove Lime Company.

QUARTERLY REPORT OF EXPENDITURES FOR ASSISTANCE, 1936--. Est.?

reports in 1 bundle.

Reports of monthly expenditures for public assistance, giving date quarter ending, name of executive secretary, amounts disbursed by the county commissioners and the county welfare board for each type of assistance, total, and source of funds. Arr. chron. by date of report. Typed on ptd. form. Office of executive secretary.

LEDGER SHEETS (Case Records), 1933-36. 2 vols. (labeled
by nos. of cases contained).

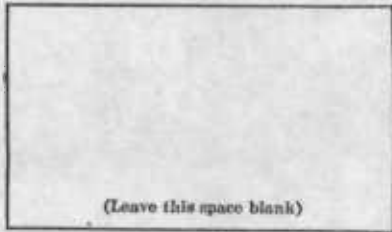
Case records of all types of assistance, giving name and address of client, case no., type of assistance, date, no. of members of family by age groups, date case opened and closed, sex and color of client, case worker's name, new, old or recurrent case, and remarks. Arr. alph. by name of client. Typed. Aver. 1,400 pp. 10 x 8 x 3. Executive Secretary's office.

Welfare Board
Fondrenk Co.

Monthly Case Load Report, 1933--. Est. ? **1**
reports in 1 bundle.

Monthly statistical report on public assistance, including aid to dependent children, aid to needy blind and old age assistance, 1936--, giving date of report, no. of applications under each classification, pending from preceding month, received during month, total during month, disposed of during month, approved, denied as ineligible, pending at end of month, and no. of cases approved for public assistance. Arr. chron. by date of report. Typed on pld. form. 42x10x16. Office of executive secretary.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Frederick County Welfare Board

Bureau Executive Secretary's Records

1. Exact title, if any Monthly Case Load Report ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. June 1933

to Mar. 1937; 1 bundle, no lettering or numbering by year.

Current use

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups Placed in the office, safe,

size of bundle, 10 x 16 x 1/2 in.

5. Types of records included Calendar month, applications pending from last month, new applications, formerly denied, discharges reopened, total handled during the month, accepted, ineligible, disposed of for other reasons, assistance granted, new, old or recurrent, received payment, received no payment, closed, because of death, because of admission to institution, for other reasons, continued to the next month, and totals for the month. Since Sept. 1936 to these have been added Aid to dependant Children, blind and old age assistance, no. of undupli-

6. Indexing cated cases, assisted, not assisted, residents, and non-residents. No indexing, arranged as filed.

7. Condition of writing, paper, and containers All good

Type written on printed form

8. Location by dates and numbers of file boxes, etc. In the office of the Executive Secretary, Winchester Hall.

(Buildings and rooms or vaults)

Monthly Financial Report, 1936-. Est. ?
reports in 1 bundle. 2

Detailed statements of finances of county welfare to board of state aid and charities, giving date of report, under various classifications unpaid obligations at beginning of month, incurred during month, and total; cash disbursed in payment of obligations, deductions, cancellations and adjustments for prior month, net obligations, unpaid obligations at end of month. Arr. chron. by date of report. Typed on ptd. form. $\frac{1}{2} \times 8 \times 14$. Office of executive secretary.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936 2
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederrick

Agency or department Frederick County Welfare Board

Bureau Executive Secretary's Records

1. Exact title, if any Monthly Financial Report ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. Feb. 1, 1936
to 1937, current use, no lettering or numbering by the year.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups Placed in office safe,
size of bundle 14 x 8 x 1/2 in.

5. Types of records included Contains the date, the obligations unpaid at the
beginning of the month, obligations incurred during the month, cash
disbursed in payment of obligations, cancellations and adjustments,
net obligations, unpaid obligations, -cash reconciliation, unexpended
balance first of the month, Receipts, Federal, State, Local, other,
total receipts, unexpended balance last of the month, unpaid obliga-
tions, available balance last of the month, these amounts to the ac-
counts of Gen. Public Assistance, Aid to Dependant Children and admin-
istration.

6. Indexing No indexing, arranged and filed monthly.

7. Condition of writing, paper, and containers All good

Typewritten on printed form

8. Location by dates and numbers of file boxes, etc. In the office of the executive
(Buildings and rooms or vaults)

secretary, Winchester Hall.

Case Records, 1933--. Est. ? cases in 31 f.d.

(labeled by nos. of cases contained).

3

Case records for all types of assistance, including applications, investigators' reports and all forms establishing eligibility, giving case no., name and address of client, race, type of assistance; household census; names, birth dates and marital status of children away from home; marital status and naturalization data of heads of family; names, addresses and degrees of relationship of other relatives; and employment record of all adult wage earners in family. Arr. alph. by name of client. Typed. 12x12x24. Rear rm., first floor, Winchester Hall.

(Is the ledger still in use)

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3

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Frederick County Welfare Board

Bureau Executive Secretary's Records

1. Exact title, if any Case Records ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.

June 1933 to Mar. 1937; 9 files Active Cases numbering 1 to 4910.
current use 22 files Inactive Cases " 1 to 4799.

3. Dates of obvious gaps No obvious gaps.

4. Sizes of file boxes, bundles, etc., by uniform groups Size of files, 12 x 12 x 24 in.
size of bundles, 8½ x 11 x ½ in. aver.

5. Types of records included Applications for assistance, Case Record Cards and
supporting information. On the Case Record Cards, name, case num-
ber, race, type of assistance, current address and Post Office if
different, date moving in, number of rooms, if parents not living
(see addenda)

6. Indexing No indexing, arranged in alphabetical order.

7. Condition of writing, paper, and containers All good

Typewritten

8. Location by dates and numbers of file boxes, etc. In rear room first floor of
(Buildings and rooms or vaults)

Winchester Hall.

3

#5 continued: ~~together, address of the absent parent, date, household of the immediate family, man, wife and maiden name, children at home, dates of birth, birthplace, others including married children, over sixteen and under sixteen, relationship, children away from home, married, with relatives, in institutions, names, date of birth, first name of spouse, marital status, address with whom living, heads of family, date, married, single, married, widow, separated, divorced, naturalization, date, place, other relatives, addresses, relationship, employment of all adult wage earners, names, education, longest employer, last employer, other employers, dates covered of each specific type of work and wage or usual earnings.~~

In the supporting information is also a summary sheet, whether for needy, aid to blind, of old age, with the name, address, date and place of birth, resident, income for the last year, real estate owned, personal property owned, insurance, affidavits, verifications, resident of County and State, children, with whom living.

Also attached is a running record of the contacts of the case worker and correspondence pertaining thereto.

Forms for the data on Real Estate for Old Age Assistance and Aid to Dependant Children, form for Bank Clearance, and Insurance.

Cancelled Checks, 1936-- . Est. ?

4

checks in box, 3 f. b.

Cancelled checks returned by banks after payment, giving check no., name of bank, date issued, name of payee, amount, signatures of issuing official and payee. Arr. numer. by check no. Typed on ptd. form. 5 x 8 x 24. Office of executor secretary,

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936 ⁴
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick
Agency or department Frederick County Welfare Board
Bureau Executive Secretary's Records

1. Exact title, if any Cancelled Checks

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. *current use*
Mar. 1936 to 1937; 3 files; no lettering or numbering by the year.
1933 to Mar. 1936, filed in pasteboard container on third floor of building.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups 5 x 8 x 24 in. (transfiles)

5. Types of records included The checks contain the name of the bank, name of the payee, the amount, date, and persons signing same.

6. Indexing Numerically arranged

7. Condition of writing, paper, and containers All good *Typewritten on printed form*

8. Location by dates and numbers of file boxes, etc. In the office of the Executive Secretary, Winchester Hall.
(Buildings and rooms or vaults)

Master Card File, 1936--. Est. ? cards ⁵
in 6 f.d.? (labeled by letters of alphabet
contained).

Master card file of all relief clients, giving name and
address of client, date of birth, color, case no., date
of application, names of members of household, action
and date taken, remarks, and name of social
worker. Arr. alph. by name of client. Typed on
std. form. 7 x 5 x 24? Rear room, first floor, Win-
chester Hall. ?

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland
(Name of State)

HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Frederick County Welfare Board

Bureau Executive Secretary's Records

1. Exact title, if any Master Card File ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. Jan. 1, 1936
to 1937; 6 files; A-B-C, D-E-F-G, H-I-J-K, L-M-N-O, P-Q-R-S, T to Z.
Current use
The Master Cards previously used are being transferred to this card
and when completed will be June 1933 to 1937, the old Master Card is
obsolete. (Art Metal Steel, Sectional Files)

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups 5 x 7 x 24, cards 4 x 6

5. Types of records included These cards contain the names in full, address,
birth, date, color, case number, residence, date of application,
children's names, notes, actions taken, the dates, and the case work-
ers name.

6. Indexing Filed alphabetically per the letter on face of the file.

7. Condition of writing, paper, and containers All good
Typewritten on printed form

8. Location by dates and numbers of file boxes, etc. Rear room, first floor,
Winchester Hall.
(Buildings and rooms or vaults)

Pay Rolls, 1934 - - - Est. ? papers in
37 bundles? (dated)?

6

Pay rolls for general public assistance, aid to dependent children, aid to needy blind, and old age assistance, giving date, name and address of payee, case no., amount, period covered, and check no.

Arr. chron. by date of pay roll. Typed. $\frac{1}{2} \times 8\frac{1}{2} \times 15$.?

Storage rm., Winchester Hall.?

In reference to # 221 and 220, I have ^o contacted the Office several times and yesterday ~~I was~~ Miss English advised me that she did not have the time to go to the third floor and get these papers out.

After the Auditors have checked papers and forms they ^{he} are files in paper cartons as they may come to hand, and not in any uniform manner, and it would require considerable time to separate and get into condition for listing. And I am not permitted to do this alone.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Frederick County Welfare Board

Bureau Executive Secretary's Records

1. Exact title, if any Pay Rolls ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. Feb. 1934
current use
to Mar. 1937: 37 bundles lettered by the month and year consec-
tively for the period.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups 8 1/2 x 15 x 1/2 in. size of bundles
size of boxes filed are not uniform.

5. Types of records included Pay-rolls contain the names of payee, address,
case number, amount paid, and period covered, and the check num-
ber.

6. Indexing No indexing, arranged by month and year.

7. Condition of writing, paper, and containers Writing and paper, good; containers,
fair. Typewritten

8. Location by dates and numbers of file boxes, etc. In a room on the second floor of
Winchester Hall, this room used for storage.
(Buildings and rooms or vaults)

Quarterly Report of Expenditures for Ad-7
ministration and Auxiliary Services, 1936
--. Est. ? reports in Bundle.

Gives date quarter ending, name of executive secretary, amount, purpose, account charged, and source of funds. Arr. chron. by date of report. Typed on ptd. form. $\frac{1}{2} \times 8 \times 14$. Office of executive secretary.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Frederick County Welfare Board

Bureau Executive Secretary's Records

1. Exact title, if any Quarterly Report of Expenditures for Administration and Auxiliary Services

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. Oct. 1, 1936

to date; 1 bundle, no lettering or numbering by the year.

Current use

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups Placed in office safe,

size of bundle, 8 x 14 x 1/2 in.

5. Types of records included Contains the quarter ending date, name of the Executive Secretary, salaries, finance officer, clerical and stenographic, travel, office equipment, telephone and telegraph, printing and binding, office supplies, postage, office rent, basis for distributing administration, distribution, source of funds, local, State and Federal.

6. Indexing No indexing Arranged as filed

7. Condition of writing, paper, and containers All good

Typewritten on printed form

8. Location by dates and numbers of file boxes, etc. In the office of the Executive Secretary, Winchester Hall.
(Buildings and rooms or vaults)

Quarterly Statement of Advances, Expenditures
and Adjustments, 1936--. Est. ? reports ⁸
in 1 bundle.

Gives date quarter ending, name of executive secre-
tary, type of assistance, amount advanced, a-
mount expended, amount of adjustment over or
under. Arr. chron. by date of report. Typed on ptd.
form. 1/2 x 8 x 10. Office of executive secretary.

225

8



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Frederick County Welfare Board

Bureau Executive Secretary's Records

1. Exact title, if any Quarterly Statement of Advances, Expenditures and Adjustments

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. Oct. 1, 1936 to date; 1 bundle, no lettering or numbering. current use

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups Placed in safe, bundle size, 8 x 10 x 1/2 in.

5. Types of records included Date for quarter ending, name of the secretary, General public assistance, Old Age, Aid to Dependant Children, payment of Board for commodities, child welfare service, amounts of advances, expenditures, adjustments over or under.

6. Indexing No indexing Chronologically Arranged

7. Condition of writing, paper, and containers All good Typewritten on printed form

8. Location by dates and numbers of file boxes, etc. In the safe in the office of the Executive Secretary, Winchester Hall.
(Buildings and rooms or vaults)

Supplemental Monthly Case Load Report, 9,
1936--. Est. ? reports in 1 bundle.

Gives date, no. of applications referred to W. P. A., no. pending from previous month, no. received during month, total handled for month, disposition, no. pending at end of month, total no. of inactive cases, active cases, and inactive cases receiving surplus commodities only, open for observation and other inactive cases. Arr. chron. by date of report. Typed on std. form. $1\frac{1}{2} \times 8\frac{1}{2} \times 11\frac{1}{2}$.
Office of executive secretary.

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9

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

(Leave this space blank)

County Frederick City or town Frederick

Agency or department Frederick County Welfare Board

Bureau Executive Secretary's Records

1. Exact title, if any Supplemental Monthly Case Load Report

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. Sept. 1936 to

Mar. 1937: 1 bundle, no lettering or numbering by the year.

current use

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups In the office safe,

size of the bundle 8 1/2 x 11 1/2 x 1/2 in.

5. Types of records included Month, applications for WPA Referral, pending from

the preceding month, received during the month, total handled during the month, granted, ineligible, disposed of by referral to the WPA only, pending at the end of the month, total number of cases receiving no assistance, active service cases, inactive cases receiving surplus commodities only, inactive cases open for observation, and other inactive cases.

6. Indexing No indexing Chronologically Arranged

7. Condition of writing, paper, and containers All good

Typewritten on printed form

8. Location by dates and numbers of file boxes, etc. In the office of the Executive

(Buildings and rooms or vaults)

Secretary, Winchester Hall.

Vouchers for Assistance, Purchases and Services

10

1933--. Est. ? vouchers in 11 f. d. ?

Duplicate vouchers for payment of accounts, giving voucher no., check no., date paid, name and address of payee, by whom checked and approved for payment, date of invoice, month obligation entered, purpose, amount, and account charged. Arr. numer. by voucher no. Typed. $11\frac{1}{2} \times 5 \times 12\frac{1}{2}$.
Office of executive secretary.

720

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Frederick County Welfare Board

Bureau Executive Secretary's Record

- Exact title, if any Vouchers for Assistance, Purchases and Services
- Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. June 1933 to February 28, 1937; 11 files. ^{CURRENT USE} A-B, C-D, E-F-G, H-I-J, K-L, M-Mc-N-O, P-Q-R, S, T-U-V-Z, and Misc. (The originals of these vouchers with supporting information are filed in boxes, in numerical order to number 9430, on the third floor of this building.
- Dates of obvious gaps None
- Sizes of file boxes, bundles, etc., by uniform groups File, 11 1/2 x 12 1/2 x 5 in. papers 5 x 7 in.
- Types of records included The papers contain the name of the payee, address, voucher number, check number, date paid, date of invoice, month entered, description, amount, assistance cash, in kind, dependant children, more than five children, total aid, administration, social, financial, travel, office, postage, and office.
- Indexing No indexing, arranged in numerical order.
- Condition of writing, paper, and containers All good Type written
- Location by dates and numbers of file boxes, etc. In the office of the executive secretary, Winchester Hall.
(Buildings and rooms or vaults)

Board Meeting Minutes, 1933--. 2 vols. **11**

Brief record of proceedings of the county welfare board, including analyses of case load reports, giving date of meeting, business transacted, names of chairman and members present. Arr. chron. by date of meeting.

Typed. Over. 150 pp. $8\frac{1}{2} \times 11\frac{1}{2} \times \frac{1}{2}$. Office of James Groce, M. J. Groce Lime Company.

27
11

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick
 Agency or department Frederick County Welfare Board
 Bureau Records of the Secretary to the Board

1. Exact title Board meeting Minutes ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years May 18, 1933 to 1937; ✓ *Current use*
2 volumes; no lettering or numbering by the year books cover these
periods, May 18, 1933 to December 1934 and December 1934 to date
in current use.

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks These minutes are
brief sketches - contain reports that are condensed to a minimum,
the number of projects, in some cases where located, the number of
men employed, the number on Relief, number of applications, number
rejected, number pending, later ones pension applications and the
number receiving pensions.

5. Indexing No indexing *Chronologically Arranged*

6. Nature of recording by years Typewritten
(Handwritten, typescript, print, photostat, etc.)
Cardboard bound

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (x), fair (),
 poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8½ x 11½ x ½ in. 150 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the office of James Grove, at the Plant
(Buildings and rooms or vaults)
of the M. J. Grove Lime Co., 1 mile S.E. of this city.

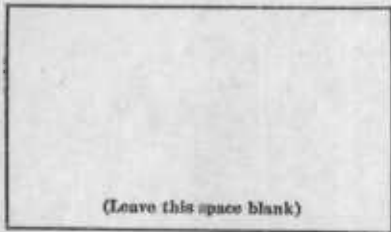
12. Subtitle divisions by dates and volume numbers None

13. Other information None

Quarterly Report of Expenditures for Assistance 42
1936--. Est. ? reports in 1 bundle.

Reports of monthly expenditures for public assistance, giving date quarter ending, name of executive secretary, amounts disbursed by the county commissioners and the county welfare board for each type of assistance, total, and source of funds. Arr. chron. by date of report. Typed on pd. form. Office of executive secretary.

224 12



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Frederick County Welfare Board

Bureau Executive Secretary's Records

1. Exact title, if any Quarterly Report of Expenditures for Assistance

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. Oct. 1, 1936 to 1937 in current use: 1 bundle, no lettering or numbering by year.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups Placed in safe, bundle size 8 x 12 x 1

5. Types of records included Contains the date of quarter ending, name of the executive secretary, General Public Assistance, Old Age, aid to Dependant children, aid to blind, payment of Board for children, each mentioned the amounts disbursed by the County Commissioners, and the amounts disbursed by the Welfare Board, by the first second and third months, the totals and the sources of the funds, local, of State and Federal.

6. Indexing No indexing *Chronologically Arranged*

7. Condition of writing, paper, and containers All good

Typewritten on printed form

8. Location by dates and numbers of file boxes, etc. In the safe in office of the Executive Secretary, Winchester Hall.
(Buildings and rooms or vaults)

Ledger Sheets (Basic Records), 1933-36. 213.

(Labeled by nos. of cases contained).

Case records of all types of assistance, giving name and address of client, case no., type of assistance, date, no. of members of family by age groups, date case opened and closed, sex and color of client, case worker's name, new, old or recurrent case, and remarks. Arr. alph. by name of client. Typed. Arr. 1400 lbs. 10 x 8 x 3. Executive Secretary's office.

10 Production Credits Association London
11 Production Credits Association Preston
12 Production Credits Association Princess Anne
13 Production Credits Association Southampton

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936 ¹³

----- Maryland ----- HISTORICAL RECORDS SURVEY
 (Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town FrederickAgency or department Frederick County Welfare BoardBureau Executive Secretary's Records1. Exact title Ledger Sheets
 (Indicate variations of title, if any)2. Dates, total volumes, and volume numbering or lettering by years June 1933 to Mar. 1, 1936;

2 volumes; numbered 1 to 2800, 2801 to 4900. These records are
being filed with the case records and when complete all will be
filed in case records. *Filing not completed*

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Contains postings,
information of assistance granted, with name and address, case number,
old age assistance, general public assistance, aid to dependant chil-
dren, aid to the blind, reference date, number in the family, 16 to
65, under 16, dates opened and closed, sex, color, case workers name,
new, old or recurrent, and remarks.

5. Indexing No indexing, arranged in alphabetical order.6. Nature of recording by years Typewritten
 (Handwritten, typescript, print, photostat, etc.)

Cardboard bound

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (x), fair (),
 poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8 x 10 x 3 in. 2800 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the office of the Executive Secretary,
(Buildings and rooms or vaults)
Welfare Board, Winchester Hall, Frederick, Md.

12. Subtitle divisions by dates and volume numbers None

13. Other information None

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland
(Name of State) HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Frederick
Agency or department County Commissioners Office
Bureau County Commissioners

County Treasurer
Tax Collection

1. Exact title Scratchers
TREASURER ASSESABLE AMOUNTS
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1880-1938; 167 Vols.
No lettering or numbering by years until 1930, since 19304 books per
by Districts, 1-2; 3-9, 10-19 and 20-26 and the year.

3. Missing volumes, by numbers and dates Cannot estimate, how many years missint
previous to 1880, all book 1920- 1931 years inclusive, but there
are 127 of these books in the attic.

4. Exact description of contents; summary of forms used; and general remarks Contains the name of
the Taxpayers, address, the amount of ^{Cont} taxes, Real Estate or Personal
Property and the amount of the assessment.

5. Indexing Alphabeticalle through the entire book, accprding to the initial
letter of the last name of the taxpayer.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

Since 1932 White canvas

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (), faded (), illegible ().

9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 1880-1900, 6 x 8 x 1 $\frac{1}{4}$ 220 avg.
(Height, width, and thickness, and average number of pages, by uniform groups)
Balance 14 x 18 x 2 200 pps: Avg.

11. Location by dates and volume numbers 1880 1919, 108 Vols. in the Old Records
(Buildings and rooms or vaults)
Room, 2 - 1932 vols in the Law Library, 20 vols. years 1933-37 in the
County Treasurers Office, 127 Volumes in the attice, Frederick County
Court House.

12. Subtitle divisions by dates and volume numbers none

13. Other information none

Protective Officer

1	Card for children under 18 + supervision	17 d.	1934-37	8/1/40
2	Family Record	1 d.	1911-37	8/1/40
3	Family Record Card	1 d.	1934-37	8/1/40
4	Fact + Identification References	177 d.	1911-37	8/1/40
5	Foster Home Applications	2 d.	1911-37	8/1/40
6	Foster Home Application Cards	32 d.	1911-37	8/1/40
7	Treasurer's Books	books	1911-37	8/1/40
8	Case Records	4 books	1911-37	8/1/40
9	Summary of Needs, Employment + Relief	1 vol.	1932	8/1/40
10				

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Probation Officer

Bureau Probation Officer and Executive Secretary of Childrens Aid Society

1. Exact title, if any Card for Children under care or supervision. ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1934-1937; ✓
1 file, drawer, no lettering or numbering by the year. Current Use

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups 6 x 9 x 12 size of file;
card 5 x 8 in.

5. Types of records included Records of the cards, name of institution or agency, child's name, type of problem, residence, parent's name, step-father's or mother's name, other legal guardian or custodian, legal status, Court commitment order or surrender, arrangement for support, parental status, whereabouts of parents, later changes in guardianship or custody, dates, and later services as to replacements, transfers, etc.

6. Indexing Arranged alphabetically in the file.

7. Condition of writing, paper, and containers All good Typewritten

8. Location by dates and numbers of file boxes, etc. In the office of the Probation Officer
(Buildings and rooms or vaults)
and the Executive Secretary of the Maryland Branch of the Childrens Aid Society, Winchester Hall.

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2

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

(Leave this space blank)

County Frederick City or town Frederick

Agency or department Probation Officer

Bureau Probation Officer and Executive Secretary of Childrens Aid Society

1. Exact title, if any Family Record

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1911-1937;

1 file, drawn no lettering or numbering by the year. Current Use

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups File 12 x 12 x 24 in. bundles

8 x 11 1/2 x 1/2 in. aver.

5. Types of records included Parents names, case number, address in full, birth dates, present marriage, mother's maiden name, children present marriage, unmarried mother, alleged father, date paternity established, first husband or wife, death or divorce, date, others in household, relationship, occupation and usual earnings, length of residence, citizen, race, nationality, religion, relatives including married children, references of others who know the family, and supporting information.

6. Indexing Arranged alphabetically in the file

7. Condition of writing, paper, and containers All good Typewritten

8. Location by dates and numbers of file boxes, etc. In the office of the Probation Officer
(Buildings and rooms or vaults)

and the Executive Secretary of the Maryland Branch of the Childrens Aid Society, Winchester Hall.

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3

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

(Leave this space blank)

County Frederick City or town Frederick

Agency or department Probation Officer

Bureau Probation Officer and Executive Secretary of Childrens Aid Society

1. Exact title, if any Family Record Card ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.

January 1, 1934 to March 1937; 1 file, ^{drawer} no lettering or numbering. Current Use

File Card started at above period, for general
SYNOPSIS of Family Record

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups File 5 1/2 x 8 1/2 x 12 in.

Cards 5 x 8 in.

5. Types of records included Parents names in full, woman's maiden name, dates both

born, color, nationality, occupation, address, children's names, dates born,

additional information as to previous marriage, others in household and relatives.

6. Indexing Filed alphabetical order

7. Condition of writing, paper, and containers All good Typewritten

8. Location by dates and numbers of file boxes, etc. In the office of the Probation Officer,

(Buildings and rooms or vaults)

and the Executive Secretary of the Maryland Branch of the Childrens Aid Society,

Winchester Hall.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

(Leave this space blank)

County Frederick City or town Frederick

Agency or department Probation Officer

Bureau Probation Officer and Executive Secretary of Childrens Aid Society

1. Exact title, if any Facts and Identification Reference ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. Aug. 1911 to
Current Use 17 file drawers.
Mar. 1937; (3 files Active Cases, 14 files Inactive Cases.

Active cases A to F; G to P; H to Z.

Inactive cases, no lettering or numbering.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups files 12 x 12 x 24 in.
bundles 8 x 11 1/2 x 1/2 aver.

5. Types of records included Parents names, case number, address in full, birth date, present marriage, mother's maiden name, children of present marriage, school or work if not at home, date paternity established, unmarried mother, alleged father, first husband or wife, death or divorce, date, first marriage date, others in household, relationship, occupation and usual earnings, time in City, County, State and U.S. and which parent, citizen, race, nationality, religion, relatives including married children, reference of others who know family, and orders of the

6. Indexing (Juvenile Court if any. Also all supporting information attached
No indexing. Filed alphabetically.

7. Condition of writing, paper, and containers All good. *Type written*

8. Location by dates and numbers of file boxes, etc. In the office of the Probation
(Buildings and rooms or vaults)
Officer and the Executive Secretary of the Maryland Branch of the
Childrens Aid Society, Winchester Hall.

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3

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Probation Officer

Bureau Probation Officer and Executive Secretary of the Childrens Aid Society

1. Exact title, if any Foster Home Applications ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1911-1937;

1 file ^{drawer} active cases, 1 file inactive cases, No lettering or numbering by the year.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups Files 12 x 12 x 24 in.

bundles 8 x 11½ x ½ aver.

5. Types of records included Contains the date, husband's name and wife's name, ages, color, occupations, address, directions for reaching home, telephone, children at home names, ages, school grade, or occupation, home owned or rented, if farm state type, distance to nearest school, to nearest high school, age of child desired, terms child wished, boy or girl, if to occupy a room alone, would take mother and baby, applied elsewhere for child, church attended, name and address of pastor, name and address of doctor, three reference not relatives, and supporting information.

6. Indexing Arranged alphabetically in the file. information.

7. Condition of writing, paper, and containers All good Typewritten

8. Location by dates and numbers of file boxes, etc. In the office of the Probation
(Buildings and rooms or vaults)

Officer and Executive Secretary of the Frederick County Branch of the Maryland Childrens Aid Society, Winchester Hall.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland
(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Probation Officer

Bureau Probation Officer and Executive Secretary of the Childrens Aid Society

1. Exact title, if any Foster Home Application Cards

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1911 to 1937;

3 files, drawers A to G; H to S; T to Z.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups 5 x 6 x 12, size of card 4 x 5

5. Types of records included Surname of the family, first names of both man and woman, address, case number, whether free, work, wage, adoption or boarding home, number of children and children's names and any additional information.

6. Indexing Arranged alphabetically in the file.

7. Condition of writing, paper, and containers All good Typewritten

8. Location by dates and numbers of file boxes, etc. In the office of the Probation Officer and the Executive Secretary of The Frederick County Branch of the Maryland Childrens Aid Society, Winchester Hall.
(Buildings and rooms or vaults)

720
7

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Probation Officer

Bureau Probation Officer and Executive Secretary of the Childrens Aid Society

1. Exact title Treasurers Books (Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1911 to 1937; 6 volumes;
no lettering or numbering by the year.

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Contains receipts and disbursements, contributions by memberships, organizations, County Commissioners, Corporation of Frederick City, Frederick County Treasurer, total receipts, salaries, board of wards, family welfare, Mothers' pensions, office supplies and other miscellaneous expenses.

5. Indexing No indexing Chronologically Arranged

6. Nature of recording by years Handwritten (Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size ¹⁴ ¹⁰
~~10~~ x ~~14~~ x 1 in. 150 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In the office of the Probation Officer**
(Buildings and rooms or vaults)
and the Executive Secretary of the Frederick County Branch of the
Maryland Childrens Aid Society, Winchester Hall.

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Probation Officer

Bureau Probation Officer and Executive Secretary of the Childrens Aid Society.

1. Exact title Case Book *Records* ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1911 to 1937; 4 vols.;
no lettering or numbering by the year.

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Books contain
the child's name, case number, classification, location, com-
plainant, address, assigned to, transferred, date case closed,
date of acceptance, and why accepted.

5. Indexing No indexing *Chronologically Arranged*

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size ^{12 x 9 x 1} ~~9 x 12 x 1~~ in. 150 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the office of the Probation Officer and
(Buildings and rooms or vaults)
the Executive Secretary of the Maryland Branch of the Childrens Aid
Society, Winchester Hall.

12. Subtitle divisions by dates and volume numbers None

13. Other information None

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Probation Officer

Bureau Probation Officer's Records

1. Exact title Summary of Needs and Resources for Unemployment and Relief
(Indicate variations of title, if any)

made by the employees of this office.

2. Dates, total volumes, and volume numbering or lettering by years 1932; 1 volume;

no lettering or numbering

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Contained in this survey: Industrial background, industries employing 25 or more persons, list of all industries, industrial conditions, total industries, population of the town, levy of taxes, taxes collected, bonded indebtedness, amounts levied for relief, and how apportioned, Mothers' (see #13)

5. Indexing No indexing

6. Nature of recording by years Handwritten and typed.
(Handwritten, typescript, print, photostat, etc.)

Cardboard bound

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (**x**), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (**x**), faded (), illegible ().

9. Condition of paper: Excellent (), good (**x**), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size ^{11 1/2 x 8 1/2 x 1/2} ~~8 1/2~~ x 11 1/2 x 1/2 in. 75 pp.
 (Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the office of the Probation Officer
 (Buildings and rooms or vaults)
and Executive Secretary of the Childrens Aid Society, Winchester
Hall.

12. Subtitle divisions by dates and volume numbers None

13. Other information None

#4 continued.....pensions, Unemployment Relief, Child placing, and
others, Relief given by different firms, Reports on care of
transients by the Salvation Army, Estimate of County Resources.

6/4/37

Geol C. Slagle

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Peoples Court

Bureau Justice of the Peace Records

1. Exact title Criminal Dockets (Patrick M. Schnauffer, J.P.)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1935- - 1937
Apr. 8, 1935- June 1937, current use.
no lettering or numbering by the year

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks
Contains the docket number, date, date warrant issued, names of the
defendant and the plaintiff, charges, trial date, judgment, sentence,
names of the constable and the justice of the peace.

5. Indexing Indexed by the first letter of the last name of both the
defendant and the plaintiff.

6. Nature of recording by years Handwritten on rubber stamped form
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good () , faded (), illegible ().

9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 18 x 1½ 273 460 pps. used
(Height, width, and thickness, and average number of pages, by uniform groups)
dockets number 1 to 460

11. Location by dates and volume numbers In the office of Patrick M. Schnauffer, J.P.,
(Buildings and rooms or vaults)
in the Pythian Castle Building, Court St., Frederick, Md.

12. Subtitle divisions by dates and volume numbers none

13. Other information none

6/4/37

Geo. C. Slagle

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Peoples Court

Bureau Justice of the Peace Records

1. Exact title Civil Dockets (Patrick M. Schnauffer, J.P.)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1935 - 1937
Apr. 8, 1935 - June 1937, current use,
no lettering or numbering by the year

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks
Contains the docket number, date, names of the defendant and the
plaintiff, date returnable, amoun sued for and the costs, trial date,
judgment, names of the constable and the justice of the peace.

5. Indexing Indexed by the first letter of the last names of the defendant and
the plaintiff

6. Nature of recording by years Handwritten on rubber stamped form
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good () , faded (), illegible ().

9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 18 x 1½. 229 pps. used 438 pps.
(Height, width, and thickness, and average number of pages, by uniform groups)

dockets number 1 to 438

11. Location by dates and volume numbers In the office of Patrick M. Schnauffer, J.P.,
(Buildings and rooms or vaults)
Pythian Castle Building, Frederick, Maryland.

12. Subtitle divisions by dates and volume numbers none

13. Other information none

6/4/37

WPA Form 12HR

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick
Agency or department Peoples Court
Bureau Justice of the Peace Records (Patrick M. Schnauffer, J.P.)

1. Exact title Automobile Dockets
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1935- - 1937
Apr. 8, 1935- June 1937, current use.
No lettering or numbering by the year.

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks
Contains the docket number, date, State vs. defendants name, date of the offense, license number, owner of the automobile, address, section of the law violated, place of the violation, complainant, officers name, witnesses names, date of the trial, verdict, fine and costs, fine paid or committed, appeal date and amount of the bond if appeal made, and the name of the justice of the peace.

5. Indexing No indexing, dockets numbered consecutively as entered.

6. Nature of recording by years Handwritten on printed form
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (c), paper (). Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 10 x 16 x 1 $\frac{1}{4}$, 25 pps. used
(Height, width, and thickness, and average number of pages, by uniform groups)

Dockets number 1 to 70

11. Location by dates and volume numbers In the office of Patrick W. Schnauffer, J.P.,
(Buildings and rooms or vaults)

Pythian Castle Building, Court St., Frederick, Maryland.

12. Subtitle divisions by dates and volume numbers none

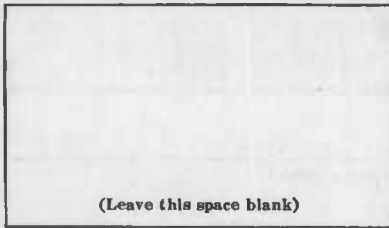
13. Other information none

6/4/37

Geo. C. Slagle

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland.

(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Peoples Court,

Bureau Justice of the Peace Records,

1. Exact title Cash Book, (Patrick M. Schnuaffer, J.P.)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1935-1937
Apr. 8, 1935- June 1937, current use, no lettering or numbering
by the year.

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks
Contains the dates, defendants names, amount of fine paid, whether fine
or colateral, accounts for the City of Frederick, Accounts for the
Commissioner of Motor Vehicles, State fines, and fines and amounts
remitted to the State Comptroller

5. Indexing No indexing, entered as received.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8 x 12 x 1/2 152 pps.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the office of Patrick M. Schnauffer, J.P.,
(Buildings and rooms or vaults)
Pythian Castle Building, Court St., Frederick, Maryland.

12. Subtitle divisions by dates and volume numbers none

13. Other information none

6/4/37

Geo. C. Slagle

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE UNBOUND RECORDS FORM

County Frederick, City or town Frederick

Agency or department Peoples Court

Bureau Justice of the Peace Records,

1. Exact title, if any Civil~~X~~ Cases, (Patrick M. Schnauffer, J.P.)

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1935-

Apr. 8, 1935- June, 1937, no lettering or numbering by the year.

1 file box

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups size of file 4 x 9 x 12,

bundle 3 x 8 1/2 x 6

5. Types of records included Contains warrants, summons, with the names of the

defendants, witnesses, and all papers pertaining to the cases,

including bonds.

6. Indexing no indexing, arranged in the numerical order of the case.

7. Condition of writing, paper, and containers all good

principally handwritten on printed forms

8. Location by dates and numbers of file boxes, etc. In the office of Patrick M. Schnauffer,

(Buildings and rooms or vaults)

J.P., Pythian Castle Building, Court St., Frederick, Maryland.



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Peoples Court,

Bureau Justice of the Peace Records

1. Exact title, if any Criminal Cases (Patrick M. Schnauffer, J.P.)

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1935 - -
1 file, Apr. 8, 1935 - June 1937, no lettering or numbering by the year.

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups size of file 4 x 9 x 12
bundle 3 x 8 1/2 x 5

5. Types of records included Contains warrants, summons, all papers pertaining to
the cases including the bonds, names of the defendants, of the officer,
names of witnesses, etc.

6. Indexing no indexing, filed in the numerical order of the case.

7. Condition of writing, paper, and containers all good
and written on printed forms

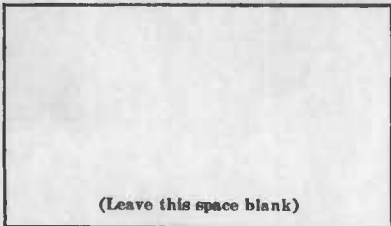
8. Location by dates and numbers of file boxes, etc. In the office of Patrick M. Schnauffer,
(Buildings and rooms or vaults)
J.P., Pythian Castle Building, Court St., Frederick, Maryland.

6/4/37

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WPA Form 13HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Peoples Court

Bureau Justice of the Peace Records

1. Exact title, if any Automobile Dockets (Patrick M. Schnauffer, J.P.)

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1935-

Apr. 8, 1935- June 1937, 1 file, no lettering or numbering by the year.

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups size of file 4 x 9 x 12,
bundle 3 x 8 1/2 x 2.

5. Types of records included Contains warrants, summons, bonds, and other miscell-
aneous papers, with the names of the defendants, witnesses, officers,
dates, amounts of bonds, trial date, and the name of the Justice of Peace.

6. Indexing No index, filed in the numerical order of the case

7. Condition of writing, paper, and containers All good, handwritten on printed forms.

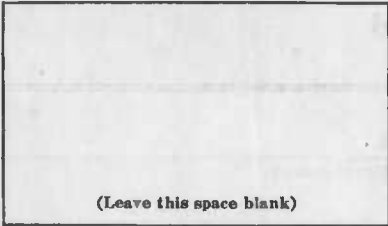
8. Location by dates and numbers of file boxes, etc. In the office of Patrick M. Schnauffer,
J.P. Pythian Castle Building, Court St., Frederick, Maryland.
(Buildings and rooms or vaults)

6/3/37

Geo. C. Slagle

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Peoples Court

Bureau Justice of the Peace Records

1. Exact title Automobile Dockets. (Walter E. Sinn, J.P.)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1935 -
Jan. 1, 1937 - June 1937, 1 vol. no lettering or numbering by the year.

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks

Contains the docket number, date, State, versus, the defendants name, date of the offense, license number, owner of the automobile, address, section of the law violated, place of violation, complainant, officers name, witnesses names, date of trial, verdict, fine and costs, fine paid or committed, appeal date and amount of the bond if appeal made, name of the Justice of the Peace.

5. Indexing No indexing, docket numbers consecutively as entered.

6. Nature of recording by years Handwritten on printed form
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good () , faded (), illegible ().

9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 10 x 16 x 1 1/4 231 pps.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the Office of the Justice of the Peace,
(Buildings and rooms or vaults)
Walter E. Sinn, W. Church St., Frederick, Md.

12. Subtitle divisions by dates and volume numbers none

13. Other information none

6/7/37

Geo. C. Slagle

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM



County Frederick City or town Frederick

Agency or department Peoples Court

Bureau Justice of the Peace Records

1. Exact title, if any Automobile Cases

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1935-
Jan. 1, 1935 - June 1937, 1 file, no lettering or numbering by the year.

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups 4 x 9 x 18, bundle 3 x 8 x 12

5. Types of records included Contains warrants, summons, bonds, and other miscellaneous papers, with the names of the defendants, witnesses, officers, dates, amounts of bonds, trial date, and the names of the Justice of the Peace.

6. Indexing No index, filed in numerical order of the case

7. Condition of writing, paper, and containers All good
Handwritten on printed forms.

8. Location by dates and numbers of file boxes, etc. In the office of Walter B. Sinn,
Justice of the Peace, W. Church St., Frederick, Md.
(Buildings and rooms or vaults)

6/3/37

Geo. C. Slagle,

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY



(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Peoples Court

Bureau Justice of the Peace Records

1. Exact title Criminal Dockets (Walter E. Sinn, J.P.)
(Indicate variations of title, if any)

Jan. 1, 1935 - June 1937, 2 vol.s, no lettering or numbering by the year

2. Dates, total volumes, and volume numbering or lettering by years 1935 - 2 vol.

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks
Contains the docket number, date, date warrant issued, names of the defendant and the plaintiff, charges, trial date, judgment, sentence, names of the constable and the justice of the peace.

5. Indexing Indexed by the first letter of the last name of the defendant.

6. Nature of recording by years Handwritten on rubber stamp form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good () , faded (), illegible ().

9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 14 x 1 246 pps.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the office of Walter E. Sinn, J.P.,
(Buildings and rooms or vaults)
W. Church St., Frederick, Md.

12. Subtitle divisions by dates and volume numbers none

13. Other information none

6/7/37

Geo. C. Slagle

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Peoples Court

Bureau Justice of the Peace Records

1. Exact title Cash Book, 1935-1937 (Walter E. Sinn, J.P.)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1935-1937
Jan. 1, 1935 - June 1937, 1 vol. no lettering or numbering by the year.

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks
Contains the dates, defendants names, amount of fine paid, whether fine or colateral, accounts for the City of Frederick, accounts for the Commissioner of Motor Vehicles, State fines, and fines and amounts remitted to the State Comptroller.

5. Indexing No indexing, *chronologically arranged* entered as received.

6. Nature of recording by years Handwritten.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8 c 10 x 1 275 pps.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the office of the Justice of the Peace, XXXX
(Buildings and rooms or vaults)
Walter E. Sinn, W. Church St., Frederick, Md.

12. Subtitle divisions by dates and volume numbers none

13. Other information none

6/3/37

Geo. C. Slagle

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Peoples Court

Bureau Justice of the Peace Records

1. Exact title Civil Dockets (Walter E. Sinn, J.P.)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1935-
Jan. 1, 1935 - June 1937, 1 vol. no lettering or numbering by the year

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks
Contains the Docket number, date, names of the defendant and the
plaintiff, date returnable, amount sued for and costs, trial date,
judgment, names of the constable and the justice of the peace.

5. Indexing Indexed by the first letter of the last name of the defendant.

6. Nature of recording by years Handwritten on rubber stamp form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good () , faded (), illegible ().

9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 14 x 1 1/4 250 pps.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the Office of the Justice of the Peace,
Walter E. Sinn, W. Church St., Frederick, Md.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers none

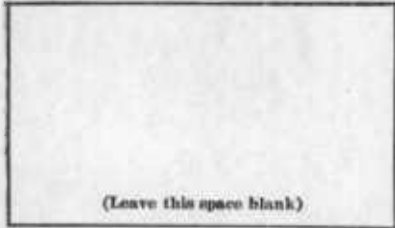
13. Other information none

6/7/37

Geo. C. Slagle.

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Peoples Court

Bureau Justice of the Peace Records

1. Exact title, if any Civil Cases, (Walter E. Sinn, J.P.)

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1935 - -
Jan. 1, 1935-June 1937, 1 file, no lettering or numbering by the year.

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups file 4 x 9 x 18, bundle 3 x 8 x 12

5. Types of records included contains, warrants, summons, bonds, and all papers
pertaining to the cases, with the names of the defendants, witnesses,
officers, and the amounts of the bonds.

6. Indexing No index, filed in numerical order of the case

7. Condition of writing, paper, and containers All good.
Handwritten on printed forms

8. Location by dates and numbers of file boxes, etc. In the Office of Walter E. Sinn,
(Buildings and rooms or vaults)
Justice of the Peace, W. Church St., Frederick, Md.

6/7/37

Geo. C. Slagle

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Peoples Court

Bureau ~~XXXXXXXXXXXX~~ Justice of the Peace Records

1. Exact title, if any Criminal Cases, (Walter E. Sinn, J.P.)

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1935-

Jan. 1, 1935-June 1937, no lettering or numbering by the year

1 File

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups 4 x 9 x 18, bundle 3 x 8 x 10

5. Types of records included Contains warrants, summons, bonds, and all papers
pertaining to the cases, names of the defendants, witnesses, officers,
amounts of the bond etc.,

6. Indexing Filed in numerical order of the case

7. Condition of writing, paper, and containers All good.
Handwritten on printed forms

8. Location by dates and numbers of file boxes, etc. In the office of Walter E. Sinn, Justice of the Peace, W. Church
St., Frederick, Maryland.

(Buildings and rooms or vaults)

6/10/37

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WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

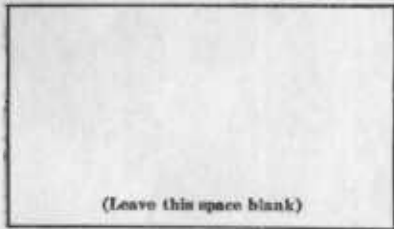
SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM



County Frederick City or town Frederick

Agency or department Peoples Court

Bureau Justice of the Peace Records

1. Exact title, if any Automobile Dockets (Emmert Bowlus, J.P.)

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1 File,
Dec. 3, 1936- June 1937, current use, no lettering or numbering by
the year. 1936- - 1 file containing a number of

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups Letter file, 11 x 12 x 3,
8 1/2 x 11 x 4

5. Types of records included Contains warrants, summons other miscellaneous and
bonds- on these papers the defendants names, officers names, dates,
names of witnesses, persons giving bond, amount of the bond, date
set for trial and the place, name of the Justice of the Peace.

6. Indexing Papers filed by the first letter of the last name of the
defendant.

7. Condition of writing, paper, and containers All good
Handwritten on printed forms

8. Location by dates and numbers of file boxes, etc. In the office of Emmert Bowlus, Justice
of the Peace, Court St., Frederick, Md. (Buildings and rooms or vaults)

6/10/37

Geo. C. Slagle

WPA Form 13HR

WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Peoples Court

Bureau Justice of the Peace Records

1. Exact title, if any Criminal Cases (Emmert Bowlus, J.P.)

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1 File, Dec. 3, 1936- June 1937, current use, no lettering or numbering by the year. 1936 - 1937

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups file 11 x 12 x 3 8 1/2 x 11 x 1/4

5. Types of records included Contains warrants, summons, all papers pertaining to the cases, including the bonds, names of the defendants, the officer and names of the witnesses.

6. Indexing Filed alphabetically by the first letter of the last name of the defendant.

7. Condition of writing, paper, and containers All good Handwritten on printed forms

8. Location by dates and numbers of file boxes, etc. In the office of Emmert Bowlus, Justice of the Peace, Court St., Frederick, Md.

6/10/37

WPA Form 18HR

Geo. C. Slagle

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Peoples Court

Bureau Justice of the Peace Records

1. Exact title, if any Civil Cases, (Emmert Bowlus, J.P.)

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1 File

Dec. 3, 1936-June 1937, current use, no lettering or numbering by
the year. 1936 - 1 file

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups 11 x 12 x 3 size of file,

8 1/2 x 11 x 4

5. Types of records included Contains warrants, summons, names of the defendants,
witnesses bonds and amounts of bonds and all papers pertaining to the
cases.

6. Indexing Files alphabetically, by the first letter of the last name of the
defendant

7. Condition of writing, paper, and containers All good.
Handwritten on printed forms

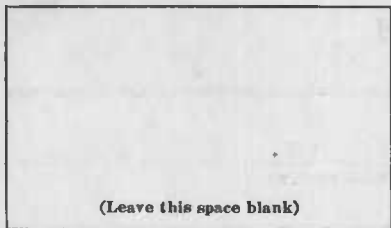
8. Location by dates and numbers of file boxes, etc. In the Office of Emmert Bowlus, Justice
of the Peace, Court St., Frederick, Md.
(Buildings and rooms or vaults)

6/10/37

Geo. C. Slagle

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Peoples Court

Bureau Justice of the Peace Records

1. Exact title Cash Book (Emmert Bowlus, J.P.)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1936--1937
Dec. 3, 1936-- June 1937, current use, no lettering or numbering by
the year.

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks
Contains the dates, defendants names, amount of fine paid, whether
fine or colateral, accounts for Frederick City, accounts for Commissioner
of Motor Vehicles, State Fines, and fines and amounts remitted to the
State Comptroller.

5. Indexing No indexing, entered as received.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good () , faded (), illegible ().

9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8½ x 14 x 1¼. 400 pps.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the office of Emmert Bowlus, Justice of the
Peace, Court St., Frederick, Md.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers none

13. Other information none

6/3/37

Geo. C. Slagle

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland. HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick, City or town Frederick

Agency or department Peoples Court

Bureau Justice Peace Records

1. Exact title Criminal Dockets (Emmert Bowlus J.P.)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1936-1937
Dec. 3, 1936- June 1937, current use, no lettering or numbering
by the year (Records of M.G. Urner Jr. ~~first~~ deceased, filed with
the Clerk of the Circuit Court)

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks
Contains the Docket number, date, date warrant issued, names of the
defendant and plaintiff, charges, trial date, judgment, sentence,
names of the Justice of the Peace and the Constable.

5. Indexing Indexed by the first letter of the last name of the defendant.

6. Nature of recording by years Handwritten on rubber stamped form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good () , faded (), illegible ().

9. Condition of paper: Excellent (), good () , poor (), very poor ().

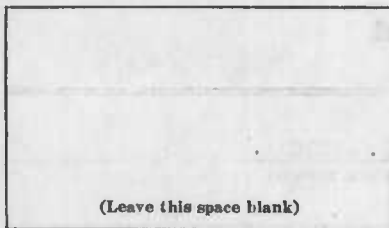
THE VOLUMES FORM—Continued

10. Size 9 x 18 x 1 $\frac{1}{8}$ 25 pps used
(Height, width, and thickness, and average number of pages, by uniform groups)
(dockets 1 to 73)

11. Location by dates and volume numbers In the Office of the Justice of the Peace,
(Buildings and rooms or vaults)
Emmert Bowlus, Court St., Frederick, Md.

12. Subtitle divisions by dates and volume numbers none

13. Other information none



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Peoples Court

Bureau Justice of the Peace Records

1. Exact title Automobile Dockets (Emmert Bowlus J.P.)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1936 - 1937
Dec. 3, 1936 - June 1937, current use, no lettering or numbering by
the year. (records of M. G. Urner Jr. deceased, file with the
Clerk of the Circuit Court)

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks
Contain the docket number, date, State vs. defendants name,
date of offense, license number, owner of the automobile, address,
section of the law violated, place of violation, complainant,
officers name, witnesses, date of trial, verdict, fine and costs,
fine paid or committed, appeal date and amt. of bond if appealed.

5. Indexing No indexing, dockets numbers consecutively as entered.

6. Nature of recording by years Handwritten on printed form
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 10 x 16 x 1 1/4 25 pps. used.
(Height, width, and thickness, and average number of pages, by uniform groups)

(dockets 1 to 76)

11. Location by dates and volume numbers In the Office of the Justice of the Peace,
(Buildings and rooms or vaults)
Emmert Bowlus, Court St., Frederick, Md.

12. Subtitle divisions by dates and volume numbers none

13. Other information none

6/3/37

Geo. C. Slagle

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)



THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Peoples Court (Emmert Bowlus J.P.)

Bureau Justice of the Peace Records

1. Exact title Civil Dockets (Emmert Bowlus J.P.)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1936 - 1937
Dec. 3, 1936 - June 1937, current use, no lettering or numbering by
the year, (Records of M.G. Urner Jr., deceased, filed with the Clerk
of the Circuit Court)

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks
Contains the Docket number, date, names of the defendant and the plaintiff,
date returnable, amount sued for and costs, trial date, judgment,
names of the Constable and the Justice of the Peace.

5. Indexing Indexed by the first letter of the last names of the defendant
and the plaintiff.

6. Nature of recording by years Handwritten on rubber stamped form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good () , faded (), illegible ().

9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 18 x 1½ 23 pps. used
(Height, width, and thickness, and average number of pages, by uniform groups)

(-dockets 31 to 69)

11. Location by dates and volume numbers In the Office of the Justice of the Peace,
(Buildings and rooms or vaults)

Emmert Bowlus, Court St., Frederick, Md.

12. Subtitle divisions by dates and volume numbers none

13. Other information none

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Federated Charities

Bureau General Secretary's Records

1. Exact title Record of Charity Organization
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years May 15, 1902 to 1937;
8 volumes; no lettering or numbering by the years.

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Contains names
and addresses, dates, amounts of relief, orders, dates of orders,
fuel or provisions, (dates in red ink are for the amounts of funds
of E. R. A. OR some other agency than the Charities Organization).

5. Indexing No indexing Chronologically Arranged

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 14 x 1 in. Aver. pp. 175
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the office of the General Secretary,
(Buildings and rooms or vaults)
Federated Charities Building, S. Market St.

12. Subtitle divisions by dates and volume numbers None

13. Other information Federated Charities was organized in 1902, and incorporated in 1911.
Until the full time Health Officer, the Charities maintained a night school, free kindergarten-still servicing, social Service, Public Health Association, Childrens Aid, and Social Service Exchange. Full time Health Officer appointment in 1925. Night school was placed under the jurisdiction of the School Board, and the others under the Probation Officer and the County Health Officer. Frederick County has the distinction of being the first and only County in the State to set up and maintain continuously since 1902 a Public Health Office with full time given.

The Kindergarten draws its funds from the Charities organization.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Federated Charities

Bureau General Secretary's Records

1. Exact title General Cases ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1913-1937; 3 volumes;
no lettering or numbering by the years.

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Contains the
names, case numbers, diagnosis, occupation, when reported, race,
sex, physician, address, dates reported and discharged.

5. Indexing No indexing Chronologically Arranged

6. Nature of recording by years Typed
(Handwritten, typescript, print, photostat, etc.)

Cardboard bound

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8 x 11 1/2 x 1 in. 200 pp. aver.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the office of the General Secretary,
(Buildings and rooms or vaults)
Federated Charities Building, S. Market St.

12. Subtitle divisions by dates and volume numbers none

13. Other information none

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE UNBOUND RECORDS FORM

County Frederick City or town FrederickAgency or department Federated CharitiesBureau General Secretary's Records1. Exact title, if any Red Cross Classes - Home Hygiene and Care of Sick.2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1919-1923;1 file; no lettering or numbering by the year.3. Dates of obvious gaps None4. Sizes of file boxes, bundles, etc., by uniform groups file, 10 x 12 x 2 in.bundle, 8 1/2 x 11 1/2 x 1/2 in.5. Types of records included Name of the student, address, city and county, number of lessons attended, class work, practical examination, written exam., general average, class fees, date instruction begun, dates of exams., instructors, additional remarks and information. (32 classes and 432 students enrolled during the period).6. Indexing No indexing. Chronologically Arranged7. Condition of writing, paper, and containers All good Handwritten8. Location by dates and numbers of file boxes, etc. In the office of the General
(Buildings and rooms or vaults)Secretary, Federated Charities Building, S. Market St.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Federated Charities

Bureau General Secretary's Records

1. Exact title, if any Costs for Relief

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1926-1936; 3 files; A to M, N to Z, and Miscellaneous.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups 12 x 14 x 24 size of files, papers, 8 1/2 x 11 1/2 x 1/2 in.

5. Types of records included Contains the names, address, rooms, rents, landlord or agent, address, date opened, date from and to, cross reference, name of man, woman or child, date of birth, occupation, or school, insurance, diagnosis, and tests, habits, others in household, kinship, unions, lodges, etc., Court Record, previous, and marriage.

6. Indexing No indexing Chronologically & Alphabetically

7. Condition of writing, paper, and containers All good Arranged

Type written & Handwritten

8. Location by dates and numbers of file boxes, etc. In the office of the General Secretary Federated Charities Building, S. Market St.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Federated Charities

Bureau General Secretary's Records

1. Exact title, if any Active Patient List ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1935-1937; ✓ ✓

1 file, no lettering or numbering by the year.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups File 3 1/2 x 3 1/2 x 5 1/2 in.

cards 3 x 3 x 5 in.

5. Types of records included Contains the name of the patient, address, age, color,

sex, marital status, birthplace, occupation, diagnosis, physician,

dates of first and last visit, total number of visits, condition on

discharge and remarks.

6. Indexing No indexing, alphabetically arranged throughout the file.

7. Condition of writing, paper, and containers All good

Handwritten

8. Location by dates and numbers of file boxes, etc. In the office of the General

(Buildings and rooms or vaults)

Secretary, Federated Charities Building, S. Market St.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland
(Name of State)

HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Federated Charities

Bureau General Secretary's Records

1. Exact title, if any Active Nursing Record ✓

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1913-1937;

1 file, no lettering or numbering by the year.

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups 6 x 6 x 9 in. size of file box;

size of cards, 5 x 5 x 8 in.

5. Types of records included Contains the patient's name, sex, marital status,

reference, address, age, country of birth, apparent economic status,

duties, symptoms, conditions, remarks, diagnosis, complications, physi-

cian, insured, date admitted, total visits, condition at discharge and
date discharged.

6. Indexing No indexing, but alphabetically arranged throughout the file.

7. Condition of writing, paper, and containers All good

Handwritten

8. Location by dates and numbers of file boxes, etc. In the office of the General

(Buildings and rooms or vaults)

Secretary Federated Charities Building, S. Market St.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland
(Name of State)

HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Federated Charities

Bureau General Secretary's Records

1. Exact title, if any Annual Reports

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1902 - 1937;
5 bundles, no lettering or numbering by the years

3. Dates of obvious gaps None

4. Sizes of file boxes, bundles, etc., by uniform groups On shelf in cabinet
size of bundles, 5 x 7 x 1 in. aver.

5. Types of records included Contains the names of the officers and members of
the Board, officers of the Free Kindergarten, dates of meetings,
reports of the Treasurer and General Secretary and the Advisory Board
with the names of the members of the Advisory Board, as to the Board
members, the Church they represent and the date their term expires.

6. Indexing No indexing. Chronologically Arranged

7. Condition of writing, paper, and containers All good Printed

8. Location by dates and numbers of file boxes, etc. In the office of the General
Secretary, Federated Charities Building, S. Market St.
(Buildings and rooms or vaults)

Frederick City Hospital

1	Patients Accounts	35 vols.	1901--	8/1/40			8/1/40
2	Charts	117 f.d.	1901--	8/1/40			8/1/40
3	Patients Register	5 vols	1901--	8/1/40			8/1/40
4	Annual Reports	1 vol.	1897-1925	8/1/40			

Patients Accounts, 1901-- . 35 vols. ①

Record of accounts of patients, giving date and time of admittance, name and address of patient, amount charged, account, and date and amount paid. ~~44~~. Arr. chron. by date admitted. Indexed alph. by name of patient. Hdw. Arr. 280 pp. 5x8x2, 9x14x1½. ? vols., 1901-29, basement vault; ? vols., 1930--, superintendent's office.

1901
PATIENTS ACCOUNTS, 1909--. 35 vols.

Contains the date, hour, name, address, board and care, laboratory, ether, x-ray, amount paid, when paid if a pay patient. Indexed alph. by name of patient in front of vol. Hdw. 1901-1929, 300 pp. 8 x 11 x 1½; 1930--. 8 x 8 x 2., 250 pp. (loose leaf books). 1909-1929 in fire proof room, south basement; 1930--. in small rm. adjoining the Superintendent's office. 1909-1929 in fire proof room, south basement

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Frederick City Hospital

Bureau Superintendent's Office

1. Exact title Patients Accounts
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1901-1937; 35 volumes;
1901-1929, no lettering or numbering, 1930, 1931, 1932, 1933,
1934, 1935, 1936, 1937. CURRENT USE

3. Missing volumes, by numbers and dates None

4. Exact description of contents; summary of forms used; and general remarks Contains the
date, and hour, name and address of patient, board and care, la-
boratory, ether, x-ray, amount paid, when paid if a pay patient.

5. Indexing Index in the front of the book.
Indexed by the first letter of the last name of the patient.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good () , faded (), illegible ().

9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 1901-1929, 9 x 14 x 1½ in.; 1930-1937, 5 x 8 x 2 in. loose leaf
(Height, width, and thickness, and average number of pages, by uniform groups)

books; 1901-1929, 300 pp.; 1930-1937, 250 pp. aver.

11. Location by dates and volume numbers 1901-1929 in a fire proof room, South
(Buildings and rooms or vaults)

Basement; 1930-1937 in a small room adjoining the Superintendent's
office, Frederick City Hospital.

12. Subtitle divisions by dates and volume numbers None

13. Other information None

Charts, 1901-- Est. charts in 117 f.d. (2)

Routine hospital charts with attached charts for special services such as obstetrics and surgery, giving case no., diagnosis, revision, notes, name and address of patient, age, color and occupation, date admitted, nature of treatments, result, date discharged, no. of days hospitalized, and condition when discharged. Arr. alph. by name of patient. Hdw. on pt'd. form: 12x12x24. f.d. ? - ? ,

(Check locations for dates)

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)



THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Frederick City Hospital

Bureau Superintendent's Office

1. Exact title, if any Charts

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1901-1937, 113
files, ^{drawers} no lettering or numbering by the years. 117

3. Dates of obvious gaps None.

4. Sizes of file boxes, bundles, etc., by uniform groups Files 12 x 12 x 24, bundles 8 1/2 x 11 x 1/2 avg.

5. Types of records included Chart contains, case number, diagnosis, revise, notes on the case, age, nativity, occupation, residence, date of admission, treatment, results, date when discharged, Physician or Surgeon, days in Hospital, temperature, pulse, and respiration.

6. Indexing No indexing, arranged in alphabetical order in the files.

7. Condition of writing, paper, and containers All good.

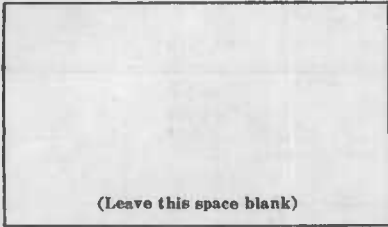
Handwritten on Form

8. Location by dates and numbers of file boxes, etc. 4 current files in the Superintendent's office, 80 in North room, fire proof basement, 33 in South room fire proof basement, Frederick City Hospital.

Patients Register, 1901-- . 5 vols. (3)

Record of patients admitted to hospital, giving date, case no., name and address of patient, age, religion, marital status, nature of disease or operation, name of physician or surgeon, amount charged per week, date admitted and discharged, no. of days hospitalized, result of treatments, and address of relatives. Arr. chron. by date of admittance. Hdw. Avr. 600 pp. 18x12x3. ? vols., 1901-32?; basement vault; ? vols., 1932? --, superintendent's office.

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland
(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Frederick City Hospital

Bureau Superintendent's Office

1. Exact title Patients Register
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1901-1937, 5 vols. No lettering or numbering by the years. Books cover the following periods, 1901-1909, 1909-1912, 1912-1927, 1927-1932, 1932-1937 current use; cases numbered 1 to 5009.

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Contains the date, case number, name, address, disease, age, religion, M.S.W., operation, physician or surgeon, charged per week, when admitted, when discharged, number of days, result of treatment and address of relatives.

5. Indexing No indexing. *Chronologically Arranged.*

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size ^{18 x 12 x 2} Average ~~12 x 18 x 2~~ inches. Average pages 600.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers 1901 to 1932 in South basement fire proof room.
(Buildings and rooms or vaults)
1932 to 1937 in the Superintendent's office, Frederick City Hospital.

12. Subtitle divisions by dates and volume numbers

13. Other information

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland
(Name of State)

HISTORICAL RECORDS SURVEY

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THE VOLUMES FORM

County Frederick City or town FrederickAgency or department Frederick City HospitalBureau Superintendent's Office1. Exact title Annual Reports ✓
(Indicate variations of title, if any)2. Dates, total volumes, and volume numbering or lettering by years 1897-1925, 1 vol. 1926-1937.
12 pamphlets. Vol. 1897-1925, no lettering or numbering by the years of the pam-
phlets.3. Missing volumes, by numbers and dates None.4. Exact description of contents; summary of forms used; and general remarks Contains Constitution
and By Laws, Certificate of Incorporation, list of contributors, and amounts con-
tributed, special contributors, memorial to deceased members, rules for the hospi-
tal, rules for the Nurses, Executive Staff of Physicians, Nurses Training School
Committee, Director of the Laboratory, Pathologist, Technician, (See #13 over)5. Indexing None.6. Nature of recording by years Print.
(Handwritten, typescript, print, photostat, etc.)1926-1937 paper.7. Binding: Leather () , cloth () , paper () . Condition is: Excellent () , good () , fair () ,
poor () , very poor () .8. Condition of writing: Excellent () , good () , faded () , illegible () .9. Condition of paper: Excellent () , good () , poor () , very poor () .

THE VOLUMES FORM—Continued

10. Size 1897-1925 book 4 x 8 x 3 1/2 in. 1926-1937 books 5 x 9 x 1/8 inch, average 45 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

1897-1925, 900 pages.

11. Location by dates and volume numbers In Superintendent's office, Frederick City Hospital.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information (Cont'd) Roentgenologist, Anaethetist, Associate Staff of Physicians, Superintendent, Superintendent of the Operating Rooms, Head Nurses, Night Superintendents, Instructor of Nurses, Dietitian, Massage Instructor, Chemistry Instructor; reports of Trustees, Managers, Treasurer, Recording Secretary, Superintendent; Superintendents' reports give the patients' days, free, part pay and pay, medical cases, surgical cases, obstetrical cases, accident cases, radiographed, laboratory reports, dispensary cases, and totals, Nurses Training School, Lecturers, roster, courses of instruction, list of undergraduates and Alumnae. Cornerstone laying July 12, 1901, and annex 1904-05. First Superintendent Miss Sarah Earhart 1901-03, Miss Mina Shipley, 1903-1904 and Miss Mary L. Nies 3rd and present Supt. Sept. 1, 1904 to present.

(4)

First Board of Trustees, Col. L. Victor Baughman, Aquilla R. Yeakle, Warren Tyson, Thomas H. Haller, A.C. McCardell, Jacob Rohrback, John U. Markell, Cyrus Flook, Irvin Parsons, E.Y. Goldsboro, D.C. Winebrener, Welty Fahrney, David Lowenstein, Patrick E. Long, and Hammond Urner. First Board of Managers, Miss Emma Smith, President; Mrs. J. Hanshaw Markey, Vice President; Miss Nan Routzahn, Recording Secretary; Miss Janet Williams, Treasurer; Mrs. U.A. Sharretts, Corresponding Secretary; Executive Committee, Mrs. Cyrus Thomas, Mrs. James McSherry, Mrs. P.D. Fahrney, Mrs. Jacob Tyson, and Mrs. Margaret E.S. Hood; Mrs. Hamilton Lindsey, Mrs. William Worman, Miss Estelle Castle, Miss Ella Houck, Mrs. A.C. McCardell, Mrs. J.A. Williamson, Mrs. F.B. Smith, Mrs. Belle Matthews, Mrs. E.Y. Goldsboro, Miss Ella Shriver, Mrs. Ignatious Goode, Miss Emma Gittinger, Mrs. George Dennis, Mrs. Anne Mantz, Mrs. Louisa Sappington, Mrs. Hammond Urner, Mrs. William Nicodemus, Mrs. Aaron Rosenstock, Mrs. Albert Hunichen, and Miss Lila Smith. First Patronesses, Mrs. Thomas H. Haller, Mrs. Milton G. Urner, Mrs. Aquilla R. Yeakle, Miss Stonebraker, Mrs. Marshall Etchison, Miss Rebecca Clagett, Mrs. Arthur Potts, Mrs. Henry Williams, Mrs. Thomas E. Pope, Miss Louisa Steiner, Mrs. David Lowenstein, Mrs. M.E. Getzendaner, Mrs. Lewis Markell, and Mrs. Henry Culler.

Organized March 26, 1897. Cornerstone laying in 1901 by the Masonic Order.

Hospital has a Library of 500 books, donated by the patrons of the Hospital, 400 fiction and 100 medical reference books.

Frederick City
Health Office

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town FrederickAgency or department Frederick City Health OfficeBureau Health Office Records1. Exact title Birth Records ✓
(Indicate variations of title, if any)2. Dates, total volumes, and volume numbering or lettering by years 1898-1921; 5 volumes1898-1905; 1906-14; 1915-18; 1918-19; 1919-21.Since 1921 all Birth Records of Frederick City are included inthe County Birth Records.3. Missing volumes, by numbers and dates None4. Exact description of contents; summary of forms used; and general remarks Contains the namein full, where born, sex, legitimate, twin triplet or other, dateof birth, name of father, address, color, age, birthplace, occupa-tion, mother's maiden name, address, color, age, birthplace, occupa-tion, living or stillborn, date and hour, doctors name or midwife
in attendance.5. Indexing No indexing *Chronologically Arranged*6. Nature of recording by years Handwritten

(Handwritten, typescript, print, photostat, etc.)

White canvas7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (**x**), fair (),
poor (), very poor ().8. Condition of writing: Excellent (), good (**x**), faded (), illegible ().9. Condition of paper: Excellent (), good (**x**), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size Size 10 x 16 x 1 in. 200 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the Office of the Frederick City
(Buildings and rooms or vaults)
Health Officer. (At the present time the County Health Officer
and the City health officer are the one and same person).

12. Subtitle divisions by dates and volume numbers None

13. Other information The 1906-14 book is in the Bureau of Vital Statistics,
Baltimore, Maryland.

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town FrederickAgency or department Frederick City Health OfficeBureau Health Office Records1. Exact title Death Records
(Indicate variations of title, if any)2. Dates, total volumes, and volume numbering or lettering by years 1898-1921; 5 volumes.1898-1905; 1906-14; 1915-16; 1916-20; 1920-21.Since 1921 all Death Records of Frederick City are included in
the County Records.3. Missing volumes, by numbers and dates None4. Exact description of contents; summary of forms used; and general remarks Contains the name
in full, P.O., month, day, age, sex, color, native of, occupation,
married single or divorced, number of children living, wife's name,
father's name, cause of death, primary and immediate, how long sick,
accident, suicide, or homicide, reported by and the address.5. Indexing No indexing. Chronologically Arranged6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)White canvas7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (x), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 10 x 16 x 1 in. 200 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the City Health Officer's Office,
(Buildings and rooms or vaults)
Winchester Hall. (At the present time the City Health Officer
and the County Health Officer is the same person).

12. Subtitle divisions by dates and volume numbers None

13. Other information The 1906-14 book is in the Bureau of Vital Statistics,
Baltimore, Maryland.

All markings on outside of vols. or fd.	Dates covered in vol. fd.	Arrangement	Indexing	Writing
	July 13, 1865 to Mar. 28, 1882	Chron. by date recorded	Alpha. by name of decedent thru entire book	Hand

THE ABOVE A RECORD OF DEATHS and has no exterior markings.

The form for this record I believe to be attached to the Death Record forms for the Frederick County Health Board.

Total no. of vols. of ~~XXXX~~'s 16 x 14 x 1 1/2
 Average no. of pages 300 Size: largest
 Estimated no. of papers _____ smallest

FEDERAL WORKS AGENCY
 WORK PROJECTS ADMINISTRATION
 HISTORICAL RECORDS SURVEY

P-602

STATE MARYLAND

TYPE OF RECORD

BirthDATE October 23, 1914.

(BIRTH, DEATH, MARRIAGE, DIVORCE)

1	2	3	4	5	6	7	8	9	10
GOVERNMENTAL UNIT	RECORD	DATES	NO. VOLS OR CONTAINERS	ORIGINAL OR DUPLICATE	ARRANGEMENT	INDEXING	COST OF CERTIFIED COPIES	CUSTODIAN AND ADDRESS	COMMENTS
<i>Frederick Co.</i>	<i>Birth Record</i>	<i>1918--</i>	<i>54 vols.</i>	<i>Duplicate</i>	<i>Chron.</i>	<i>Separate</i>		<i>Co. Health Nurse's office</i>	<i>Originals are sent to State Health Department.</i>
<i>" "</i>	<i>(Index to) Births</i>	<i>1918--</i>	<i>2 p.d.</i>	<i>Original</i>	<i>Alph.</i>	<i>—</i>		<i>Minchew's Hall</i>	
<i>" "</i>	<i>Birth Record</i>	<i>1865-1883</i>	<i>1 vol.</i>	<i>Original</i>	<i>alph.</i>	<i>—</i>		<i>Circuit Court Clerk's office</i>	<i>1 birth recorded between 1881-1917.</i>
<i>Frederick City</i>	<i>Birth Record</i>	<i>1898-1921</i>	<i>5 vols.</i>	<i>Duplicate</i>	<i>Chron.</i>	<i>none</i>		<i>City Health Officer.</i>	

FEDERAL WORKS AGENCY
 WORK PROJECTS ADMINISTRATION
 HISTORICAL RECORDS SURVEY

P-602

STATE MARYLANDTYPE OF RECORD BirthDATE October 24, 1940

(BIRTH, DEATH, MARRIAGE, DIVORCE)

	2	3	4	5	6	7	8	9	10
GOVERNMENTAL UNIT	RECORD	DATES	NO. VOLS OR CONTAINERS	ORIGINAL OR DUPLICATE	ARRANGEMENT	INDEXING	COST OF CERTIFIED COPIES	CUSTODIAN AND ADDRESS	COMMENTS
Frederick Co.	Birth Record	1918--	54 vols.	Dup.	Chron.	Separate			Originals are sent to State Health Department.
" "	Birth Record	1865-1883	8 f.d.	Orig.	Alph.	—			

FEDERAL WORKS AGENCY
 WORK PROJECTS ADMINISTRATION
 HISTORICAL RECORDS SURVEY

P-602

STATE MARYLANDTYPE OF RECORD DeathDATE October 23, 1940

(BIRTH, DEATH, MARRIAGE, DIVORCE)

	2	3	4	5	6	7	8	9	10
GOVERNMENTAL UNIT	RECORD	DATES	NO. VOLS OR CONTAINERS	ORIGINAL OR DUPLICATE	ARRANGEMENT	INDEXING	COST OF CERTIFIED COPIES	CUSTODIAN AND ADDRESS	COMMENTS
Frederick Co.	Death Record	1918--	50 vols.	Duplicate	Chron.	Separate		Co. Health nurse's office Winchester Hall.	Duplicates are sent to State Health Department.
"	(Includes) Deaths	1918--	8 f.d.	Original	Alph.	—			
"	(Deaths)	1865-82	1 vol.	Original	Alph.	—			
Frederick City	Death Record	1898-1921	5 vols.	Duplicate	Chron.	—		Frederick City Health Office.	

Health Department

1	Birth Records	54 vols.	1918-37	8/1/40	
2	Death Records	50 vols.	1917-37	8/1/40	
3	Permits	74 vols.	1918-36	8/1/40	
4	Christmas Seal Sales	5 vols.	1936-37	8/1/40	8/1/40
5	Hooking Files Births + Deaths	1 vol.	1918-37	8/1/40	8/1/40
6	Chicken Shots, Tuberculosis Clinics	1 vol.	1924-37	8/1/40	
7	Milk + Water Inspections	3 vols.	1918-37	8/1/40	

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1



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland
(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department County Health Office

Bureau Health Office Records

1. Exact title Birth Records ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1865-1937; 55 volumes.

Numbered and arranged chronologically by the years from 1865-1930;
lettered alphabetically from 1930-1937.

Attached form included in this record.

3. Missing volumes, by numbers and dates 1870-to and including 1917.

4. Exact description of contents; summary of forms used; and general remarks Contains the name
in full, where born, sex, legitimate, twin, triplet or other, date
of birth, name of father, address, color, age, birthplace, occupa-
tion, living or stillborn, date and hour, doctor's name or midwife
in attendance.

5. Indexing No indexing Chronologically Arranged

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

1867-1931, White Canvas Bound, 1931-37 cardboard bound.

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (**X**), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (**X**), faded (), illegible ().

9. Condition of paper: Excellent (), good (**X**), poor (), very poor ().

1867-1930 - 10 x 16 x 1; 200 pp.
1931 - - 8 x 9 x 3 - 500 pp.

THE VOLUMES FORM-Continued

10. Size ¹⁸⁶⁵ 10 x 16 x 1 in. 1867-1931; 8 x 9 x 3 in. 1931-37; to 1931 average pp. 200; 1931-37, 500 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers ¹⁸⁶⁵ 1867-74 in the Clerk of the Court Room, Frederick County Court House; 1918-37 in the County Health Nurse Office, Winchester Hall.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers None

13. Other information None

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2



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland
(Name of State) HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick
Agency or department County Health Office
Bureau Health Office Records

1. Exact title Death Records ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1887-1937; 50 volumes.
Numbered and arranged chronologically until 1930; 1930-36 are
lettered but not numbered; 1937 two volumes unlettered.

3. Missing volumes, by numbers and dates 1875-1915

4. Exact description of contents; summary of forms used; and general remarks Contains name in
full, P. O., month, day, age, native of, occupation, sex, color, mar-
ried, single or divorced, number of children living, wife's name,
mother's name, father's name, cause of death, primary and immediate,
how long sick, accident, suicide, or homicide, by whom reported, and
the address.

5. Indexing No indexing Chronologically Arranged.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

White canvas to 1931, 1931-37 Cardboard

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (**X**), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (**X**), faded (), illegible ().

9. Condition of paper: Excellent (), good (**X**), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 1867-1931, 10 x 16 x 1 in.; 1931-37, 8 x 9 x 2
(Height, width, and thickness, and average number of pages, by uniform groups)

1865-1931, 200 pp.; 1931-37, 400 pp.

11. Location by dates and volume numbers 1867-74 in the Clerk of the Circuit Court
(Buildings and rooms or vaults)

Room, Frederick County Court House; 1898-1937 in the County Health
Nurse Office, Winchester Hall.

12. Subtitle divisions by dates and volume numbers None

13. Other information None

Shaaf # 2.

4 continued.

Morbidity reports, such as Anthrax, Chicken Pox, Diptheria, Dysentery, Hookworm, Influenza, etc., Under services, new cases reported consultations, field visits, cases hospitalized, immunizations, lectures, venereal disease control, tuberculosis control, maternity service, infant and preschool hygiene, school hygiene, adult hygiene, morbidity service, crippled children service, general sanitation (which includes toilets, septic tanks, camp sites, swimming pools, barber shops, beauty parlors, schools, water supplies, sewerage plants, mosquito proofing, drainage, anopheles, eliminated and controlled), protection of food and milk, and laboratory specimens examined as to water- bacteriological, chemical, milk, other foods, typhoid, diptheria etc.,

7/9/37

Geo. C. Slagle

3

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland (Name of State) HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Frederick County Health Office,

Bureau Records of the Health Office

1. Exact title Reports (monthly) (Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 19 18-1936, 19 vols. (one vol. for each year) no lettering or numbering by the year

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Reports contain all the activities of the Board of Health, Dairy Farm Inspection, Inspection of Hotels, Soda Fountains, Restaurants, and Camps, - Dental, crippled children, chest, prenatal, venereal disease, and maternity Clinics. The above include, for dairy inspection, buildings and premises, cleanliness lighting and ventilation, feeding, water supply, toilet, condition of the cows, equipment, milk handling, conditions governing bottling, examination of employees, and labels. the number of cases of each disease for the month, the number of deaths from each, classification of the employees, salaries, contributions, by the State, County, City, see sheet # 2.

5. Indexing No index, arranged as entered

6. Nature of recording by years Typewritten, (Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (), paper (x). Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8½ x 11 x 1¼ 160 pps avg.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the Office of Dr. E. C. Kefauver,
(Buildings and rooms or vaults)
County Health Officer, Winchester Hall, E. Church St., Frederick, Md.

12. Subtitle divisions by dates and volume numbers none

13. Other information none

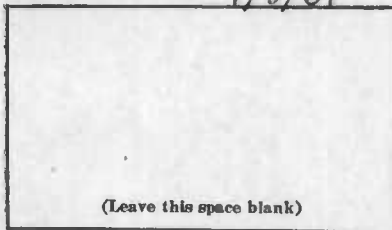
Christmas Seal Sales, 1926-37. Est. ? cards in ⁽⁴⁾
5 f. d. (labeled by letters of alphabet contained).

Card record of sales of Christmas seals, giving name and address of purchaser, no. of stamps, and years payment received. Arr. alph. by name of purchaser. Now on std. form. 5x4x18. Office, county health officer.

7/9/37

4

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Frederick County Branch, Maryland Tuberculosis Assn.

Bureau County Health Office

1. Exact title, if any Christmas Seal Sales

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.

1926-1937. 5 Files. A to D, D to G, H to M, M to S, S to Z.

3. Dates of obvious gaps None Inactive cards destroyed

4. Sizes of file boxes, bundles, etc., by uniform groups 5 x 4 x 18, cards 5 x 4

5. Types of records included Contains the name, address, a check mark for the year person has paid for stamps.

6. Indexing Arranged alphabetically by the first letter of the last name of persons.

7. Condition of writing, paper, and containers All good. Handwritten on printed form.

8. Location by dates and numbers of file boxes, etc. In the County Health Officers Office, Winchester, Md.

all, E. Church St., Frederick, Md.

Hooking Files Births and Deaths, 1918---. Est. ? ⁽⁵⁾
cards in 8 f.d.

Card record of births and deaths reported in county; births give name of child, date, names of parents, and vol. and folio in which recorded; deaths give name of decedent, date and cause of death, and vol. and folio in which recorded. Arr. alph. by name of child and decedent. 14x6x24.
Office, health nurse.

7/16/37

5



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department Frederick County Health Office

Bureau Health Office Records

1. Exact title, if any Working files: Births and Deaths

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1918-1937, 8 double files, no lettering or numbering

Process of filing these cards just started

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups 14 x 6 x 24, cards 3 x 5

5. Types of records included Births, name, date, father, mother, book number and page number. Deaths, name, date, cause for death, book number and page number.

6. Indexing Filed alphabetically by the first letter of the last name of person

7. Condition of writing, paper, and containers good, typewritten on printed form.

8. Location by dates and numbers of file boxes, etc. In the County Health Nurse Office, Winchester Hall E. Church St., Frederick, Maryland.
(Buildings and rooms or vaults)

7/9/37

Geo. C. Slagle

6

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick,

Agency or department Frederick County Branch, Maryland Tuberculosis Assn.

Bureau Frederick County Health Office

1. Exact title, if any History Sheets Chest Examinations, Tuberculosis Clinics

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.

1924- 1937, 1 file, no lettering or numbering by the year.

3. Dates of obvious gaps 1918-1920 no records

4. Sizes of file boxes, bundles, etc., by uniform groups 12 x 14 x 30, 8 1/2 x 11 x 1/4

5. Types of records included Contains the physical findings of chest examinations, including the temperature, pulse, height and weight, physical symptoms, diagnosis, recommendations, with the name of the Doctor.

6. Indexing Positive and negative, alphabetically arranged by the first letter of the last name of the person

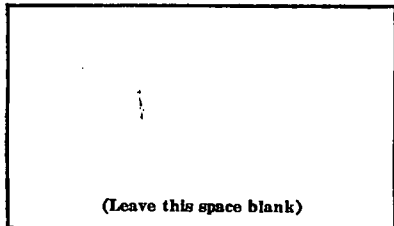
7. Condition of writing, paper, and containers All good, handwritten

8. Location by dates and numbers of file boxes, etc. In the County Health Officers Office,
(Buildings and rooms or vaults)

Winchester Hall, E. Church St., Frederick, Maryland.

7/8/37

(7)



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick, City or town Frederick

Agency or department Frederick County Health Office

Bureau Records of the Health Office

1. Exact title, if any Milk and Water Inspections

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc.

1918--1937, 3 files, no lettering or numbering by the year

3. Dates of obvious gaps 1918 the set up of the Health Office.

4. Sizes of file boxes, bundles, etc., by uniform groups 12 x 14 x 30

8 1/2 x 11 x 4 avg.

5. Types of records included For milk inspection, Distributors or persons name, specific gravity, fat, total solids, plasma solids, and the grade.

For water only the correspondence which shows the reports on water from the State Sanitary Engineering Bureau, which retains the anylasis.

6. Indexing Alphabetically arranged by the first letter of the last name of the person for whom the inspection is made.

7. Condition of writing, paper, and containers All good, Milk inspections handwritten, water reports typewritten.

8. Location by dates and numbers of file boxes, etc. In the County Health Office, Winchester
(Buildings and rooms or vaults)

Hall E. Church St., Frederick, Maryland.

Reports (Bacteriological), 1938--. Est. 1,000 reports in ⁽¹⁾
7 f.d. (dated).

Reports on bacteriological specimen, giving remarks, name and address of patient, age, sex, color, laboratory no., dates specimen taken, received and reported, result of analysis, and name of bacteriologist in charge. Contains: (Water Reports), entry —; (Milk Reports), entry —. Arr. alph. by name of patient. Hdw. on pt'd. form. 5 x 4 x 12. Office, laboratory #4.

(Water Reports), 1938--. In Reports (Bacteriological)^①, entry —.

Reports on analyses of water and sewage, giving laboratory, date, laboratory no., dates collected, received and examined, results of examination, and signature of chief, Bureau of bacteriology.

(Milk Reports), 1938 --. In Reports (Bacteriological),
entry —. ①

Reports on analysis of milk and cream, giving name of dealer,
town, name of collector, dates collected, received, examined, re-
ported and iced during transit, temperature at time of examina-
tion, results of examination, and signature of bacteriolo-
gist.

George C. Slagle,
(Worker's full name)

6/19/39
(Date)

(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
WASHINGTON, D. C.

VOLUMES AND UNBOUND RECORDS FORM

County Frederick, County State Maryland

Name of agency or office State Department of Health,
(Office of custody) (Office which made the record, if different)

Address of office of custody Office Laboratory No. 4, Winchester Hall, E. Church St.,
Frederick, Maryland.
(Name of building, room number; street address)

1. Title Reports
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates Dec. 1, 1939 to current use.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 7 file drawers
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling by the month, December, January 1939, February, March, April, May & June.
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Contains the name of the Chief of the Bureau of Bacteriology,
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record.)
Remarks, name of the patient, laboratory number, address of patient, age, sex, color, specimen taken, received, reported, and the report on,
and the name of the assistant bacteriologist.
each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

Also filed with the case forms are Water and Sewage, and Milk examinations - the reports contain the following, Date, Laboratory, Laboratory number, date collected, date received, condition of ice, Bacteria per CC. 37 Deg. C., Coliform group, Escherichia Coli,

6. Contents—continued collected by, and the name of the chief Bacteriologist.
Report of milk and cream, dealer, town, collector, coll. recd., ex.,
rep. iced, temperature at time of examination deg. F. , I.R. NO.,
Lab. No. product, bacterial count, reductase test, group count and ~~xx~~
remarks.

7. Arrangement _____
(Chronologically—by what? Numerically—by what? Alphabetically—by what?)

8. Indexing Alphabetically by the first letter of the last name of the patient
(Self-contained—describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by
title and identification number)

9. Writing Handwritten on printed form
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head.
Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 5 X 4 X 12 1000
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In the Office of Laboratory No. 4, West Wing,
(Room, vault, wall—N. E. S. W., section, bin, shelf, cabinet, on floor)
Winchester Hall, E. Church St., Frederick, Maryland

12. Other information For future filing when the number of papers justify the
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records.)
positive and negative cases will be filed separately.
Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Daily Reports, 1938--. Est. 200 reports in 1 f.d. ②

Daily laboratory reports of infectious diseases, giving laboratory, date, name of patient, type of disease, age, sex, color, diagnosis, town, and name of physician. Arr. chron. by date of report. Typed on ptd. form. 10x12x12. Office, Laboratory #4.

5

George C. Slagle,
(Worker's full name)

6/19/39
(Date)

(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
WASHINGTON, D. C.

VOLUMES AND UNBOUND RECORDS FORM

County Frederick State Maryland

Name of agency or office State Department of Health
(Office of custody) (Office which made the record, if different)

Address of office of custody Laboratory No. 4, Winchester Hall, E. Church St.,
(Name of building, room number, street address) Frederick, Maryland

1. Title Daily Reports
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities

or both)

2. Dates Dec. 1, 1938 to current use
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 file drawer
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling not labelled
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Laboratory number, date, names of the patients, ages, sex, color of each, diagnosis release carrier, Town, Co. names of the physicians.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to types of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)

6. Contents—continued _____

7. Arrangement Chronologically by the days.
(Chronologically—by what? Numerically—by what? Alphabetically—by what?)

8. Indexing no index.
(Self-contained—describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Typed on printed form.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head. Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 10 x 12 X 12, 200
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In the Office of Laboratory # 4, West Wing,
(Room, vault, wall—N. E. S. W., section, bin, shelf, cabinet, on floor)
Winchester Hall, E. Church St., Frederick, Maryland.

12. Other information _____
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records.)
Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

Monthly Reports, 1938--. 6 reports in 1 f. d.

Monthly reports of laboratory analyses of blood cultures for all diseases, giving laboratory, date, no. specimen examined, analysis, and total. Abr. chron. by date of report. Typed on ptd. form. 10x12x12? Office, laboratory # 4.

3

George C. Slagle,
(Worker's full name)

6/19/39
(Date)

(Form identification number)

WORKS PROGRESS ADMINISTRATION
DIVISION OF WOMEN'S AND PROFESSIONAL PROJECTS
THE HISTORICAL RECORDS SURVEY: 1937
1734 NEW YORK AVE. NW.
WASHINGTON, D. C.

VOLUMES AND UNBOUND RECORDS FORM

County Frederick, State Maryland

Name of agency or office State Department of Health
(Office of custody) (Office which made the record, if different)

Address of office of custody Laboratory # 4, Winchester Hall, E. Church St.,
Frederick, Maryland
(Name of building, room number, street address)

1. Title Monthly Reports.
(Give present full title in quotes; assigned title, if any, in brackets. If record has had other titles, list them with dates or quantities or both)

2. Dates Dec. 1, 1938 to current use.
(Earliest and latest dates; missing dates. Show exact date of breaks)

3. Quantity 1 file drawer
(Number of volumes; file drawers; file boxes; bundles; other)

4. Labeling not labelled
(Explain fully; years; numbers; letters; number of records so labeled)

5. Discontinued and missing records None
(If record discontinued, give reason and state whether same information shown in another record. Explain why records are missing, if possible)

6. Contents Laboratory, Month, Year, Pos. Neg., Susp. Exams. Specimens.
(Purpose and general nature of record. Principal items of information shown. Summary of forms used in making record, their headings, etc. If a very general or miscellaneous record, detailed information as to types of records contained and dates covered by each should be given. Unless contents of these records are described by other Forms 12-13HR, such forms should be filled out and attached)
Classifications-Diphtheria, Dysentery, Gonorrhoea, Malaria, Meningococcus,
meningitis, pneumonia, rabies, streptococcus, hemolyticus, infections,
syphilis, tuberculosis, tularemia, typhoid, paratyphoid, typhus fever, an
spotted fever, undulant fever, vences fever, whooping cough, urine
specimens, miscellaneous diagnostic specimens, fidos, water sewage,
milk cream, oyster survey, miscellaneous and total examinations.

6. Contents—continued

7. Arrangement Chronologically by the minth,
(Chronologically—by what? Numerically—by what? Alphabetically—by what?)

8. Indexing None
(Self-contained—describe what it shows. If separate, fill out a form for it, and place cross reference here to that form by title and identification number)

9. Writing Typed on printed form.
(Handwritten. Handwritten printed form. Handwritten printed head. Typed. Typed printed form. Typed printed head.
Printed. Photostat. Other. Give months and years covered by each kind of writing)

10. Size 10 X 12 X 12. 6
(Of record or container. Height, width, thickness or depth. Average number of pages or documents)

11. Location by dates and quantities In the office of Labratory # 4, West Wing,
(Room, vault, wall—N. E. S. W., section, bin, shelf, cabinet, on floor)
Winchester Hall, E. Church St., Frederick, Maryland.

12. Other information
(Condition of record if not good. Relation to other records. Information on prior, subsequent, or similar records.
Whether record is known to have been kept earlier than dates shown in item 2)

13. (For use in Florida.) Early imprints
(Author) (Publisher)
(Place of publication) (Date of publication)

County Treasurer

Frederick County

1	Daily Record of Tax Collector	4 vols.	1920-23	8/1/40
2	Scratchbook Interest	1 vol.	1918-19	8/1/40
3	Cash Books	29 vols.	1886-1938	8/1/40
4	Day Journals	32 vols.	1937-39	8/1/40
5	Delinquent Taxes	3 vols.	1930-38	8/1/40
6	Tax Books	172 vols.	1813-1938	8/1/40
7	Delinquent Taxes	2 vols.	1906-11	8/1/40
8	Cash Books	5 vols.	1910-34	8/1/40
9	Accounts Day Tax Fund	6 vols.	1918-31	8/1/40
10	Tax Sale Advertisements	3 vols.	1917-27	8/1/40
11	Tax Sale Advertisements	4 vols.	1927-38	8/1/40
12	Tax Distraints	2 vols.	1906-11	8/1/40
13	Daily Balance Book	2 vols.	1910-31	8/1/40
14	Trail Balance Book	2 vols.	1910-23	8/1/40
15	Mortgage and Judgment Records	47 vols.	1897-1933	8/1/40
16	Bank Checks	15 vols.	1917-31	8/1/40

1 (45)



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Circuit Court County Treasurer

Bureau Court Records

1. Exact title Daily Record of Tax Collector (from miscellaneous form)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1920-23; 4 volumes,
2 volumes #20, 1 volume #21, 1 volume #22

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Contain daily
records of Tax Payments, names of persons making payment, num-
ber of the District, Disbursements, State, Interest, County,
Total for the day, and dates.

5. Indexing No indexing Chronologically Arranged.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth (), paper (). Condition is: Excellent (), good (x), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **8 x 16 x 2 in.** **200 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **Old Records Room, Frederick County Court House.**
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers **none**

13. Other information **none**

2 (47)

(Leave this space blank)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick
Agency or department Circuit Court County Treasurer
Bureau Court Records

1. Exact title Scratchers Interest ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1918-19, 1 vol. RGH #18, 1918-19. ✓ ✓ ✓

3. Missing volumes, by numbers and dates None.

4. Exact description of contents; summary of forms used; and general remarks Contains disbursement for the state and County funds, the election district, number and amount of taxes paid, with the name of the County Treasurer and the dates.

5. Indexing No index. Arranged Chronologically

6. Nature of recording by years Handwritten ✓
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth (), paper (). Condition is: Excellent (), good (), fair (x), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **18 x 12 x 2 inches.** **407 pages.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **Old Records Room, Frederick County Court House.**
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers

13. Other information

Duplicate

3 (321)



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department County Treasurer,

Bureau Tax Collection

1. Exact title Cash Books (Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1886-1938; 29 Vols. Numbered by the year, if only one years records in the book, and by the year starting a book if the book contains records contains two or more years.

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Contains total collections by date, Amounts State, Interest, County, and disbursements by vouchers.

5. Indexing No indexing, arranged chronologically.

6. Nature of recording by years Handwritten. (Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (X), cloth (), paper (). Condition is: Excellent (), good (X), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (X), faded (), illegible ().

9. Condition of paper: Excellent (), good (X), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 12 x 18 x 3 Avg. 200 to 550 pps.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers Books for 1886, 87, 88, 89, 92, 93, 95, 91,
(Buildings and rooms or vaults)
96, 97, 99, 1900, 01, 07, 08, 09, 11, 13, 14, 17, 18, 1920, 21 and 22
in the Old Records Room. Years 1924-27, 1927-33, 1934-38 in the safe
in the County Treasurers Office, Frederick County Court House.

12. Subtitle divisions by dates and volume numbers none

13. Other information none



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department County Treasurer,

Bureau Tax Collection

1. Exact title Dog Licenses ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
July 1, 1937- current use 38 Vols. for the current year.
These books have detachable license with stub for corresponding information.

3. Missing volumes, by numbers and dates None (All books destroyed after the Auditor have completed their audit for the year)

4. Exact description of contents; summary of forms used; and general remarks
Dog owners name, address, District number, male dog, female dog, spayed female dog, kennel, breed, name, date issued.

5. Indexing No index, numbered 1 to 3819 current number.

6. Nature of recording by years Handwritten on printed form.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (), paper (X). Condition is: Excellent (), good (X), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (X), faded (), illegible ().

9. Condition of paper: Excellent (), good (X), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **8 x 12 x $\frac{1}{2}$** **50 pps.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **County Treasurers Office, Frederick, County**
(Buildings and rooms or vaults)
Court House,

12. Subtitle divisions by dates and volume numbers **none**

13. Other information **none**

2/1/38

Geo. C. Slagle,

5
323

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland. HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department County Treasurer,

Bureau Tax Collection,

1. Exact title Delinquent Taxes
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1930-38, 3 Vols.
1930-32; 1936-38, 1933-35 loose leaves detaches from holder and
wrapped in paper. No lettering or numbering by the years.

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks
Names of delinquent taxables, value, added, off, Real and Personal,
State, Home Stock, County Tax, State Tax, When Paid.

5. Indexing No Index, Arranged in Alphabetical order by districts 1-26.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

White canvas

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (x), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 15 x 18 x 2 250 pps.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the County Treasurers Office, Frederick
(Buildings and rooms or vaults) County Court House.

12. Subtitle divisions by dates and volume numbers none

13. Other information none

4/29/30

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department County Treasurer

Bureau Tax Collection

1. Exact title Tax Books (Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1813-1938 - 172 Vols.

All books numbered by the year, and from 1917-1938 numbered 1-2; 3-9; 10-19; 20-26. 1813-19 one book, 1820-22 one book, then one book per year; 2 books per year 1880-86; 3 books per year 1887-1916; 4 books per year 1917-38. see # 13.

3. Missing volumes, by numbers and dates 1823-75; 1877-79; 1884-85; 1888; 1890-91; 1892 1 book dist. 1-5; 1896 2 books, 2 Dists. 1-12; 1899 1 book Dists. 1-5; 1904 one book Dists. 1-5; 1912 1 book Dists. 17-26; and all four book 1926 Dists. 1-26.

4. Exact description of contents; summary of forms used; and general remarks Contains the name and number of the District, Taxables name, value of the Real and Personal Property, County Tax, State Tax, and the date paid.

5. Indexing of the taxables name in the District. Arranged numerically by the Districts, and by the Initial letter alphabetically

6. Nature of recording by years Handwritten (Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (X), cloth (), paper (). Condition is: Excellent (), good (X), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (X), faded (), illegible ().

9. Condition of paper: Excellent (), good (X), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 1813-1822, 9 x 10 x $\frac{3}{4}$ 150pps.
(Height, width, and thickness, and average number of pages, by uniform groups)
1876, 14 x 18 x 2 350 pps.
1880-1938 14 x 18 x 2 375 pps.

11. Location by dates and volume numbers 1813-1934 in the Attic, 1935-38 in the
(Buildings and rooms or vaults)
County Treasurers Office, Frederick County Court House.

12. Subtitle divisions by dates and volume numbers none

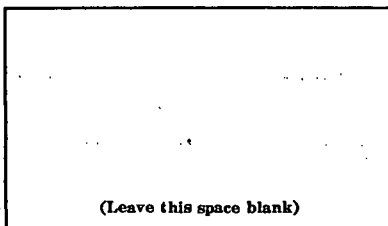
13. Other information 1813-22 book show taxables for 9 Districts.
1876 book 17 Districts, 1880-88 20 Districts, 1884-1893 books 21
Districts, 1894 1897B&Bks 22 Districts, 1898- 1903 books 24 Distriats
a,d 1904-1938 books 26 Districts.

4/29/30

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WPA Form 12HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department County Treasurer

Bureau Tax Collection

1. Exact title Delinquent Taxes ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1906-1911, - - 2 Vols. no lettering or numbering by the years.
1906-09; 1910-11.

3. Missing volumes, by numbers and dates Compare with form on Report # 323.

4. Exact description of contents; summary of forms used; and general remarks
Contain the year the Tax is due, taxables name, amounty of the County
Tax, Amount of the State Tax, total, and the date the distraint served.

5. Indexing No index, arranged numerically by the Districts.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (),
-poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size $8\frac{1}{2}$ x 14 x $\frac{1}{2}$ 120 pps.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the Attic of the Frederick County
Court House.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers none

13. Other information none

4/29/38

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department County Treasurer,

Bureau Tax Collection

1. Exact title Cash Books
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1910-1934 - - 5 Vols. 1910-12; 1912-14; 1916-17; 1923-24;
1924-34. Numbered by the year of the beginning of the book.

3. Missing volumes, by numbers and dates Compare with form of Report # 321.

4. Exact description of contents; summary of forms used; and general remarks Contains the daily
total of Tax Collections, daily totals paid for Vouchers, totals received
from other sources, refund accounts, cash balances on hand, cash in
bank, and amount sent to the Comptroller.

5. Indexing No index, arranged chronologically.

6. Nature of recording by years Handwritten.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (X), cloth (), paper (). Condition is: Excellent (), good (X), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (X), faded (), illegible ().

9. Condition of paper: Excellent (), good (X), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 12 x 18 x 1½ 300 pps.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the Attic of the Frederick County
Court House.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers none

13. Other information none

5/11/38

Geo. C. Slagle,

9 (390)

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department County Treasurer

Bureau Tax Collection

1. Exact title Accounts Dog Tax Fund. (Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1918-1931 - 6 Vols. no lettering or numbering by the years. 1918,19,20; 1920,21,22; 1924-24; 1926-27; 1927,28,29; 1929-31.

3. Missing volumes, by numbers and dates 1923

4. Exact description of contents; summary of forms used; and general remarks Contains the names of magistrates, constables or other persons having sale of dog licenses, total amounts collected, fees for collecting, license numbers to each and the numbers returned, male, female and kennel licenses issued, amounts paid for damages by killing of poultry, sheep, hogs etc., and the totals.

5. Indexing 1918-20 book by the initial letter of the surname of the person having licenses for sale- others arranged as enteded.

6. Nature of recording by years Handwritten (Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8 x 10 x $\frac{1}{2}$ 100 pps.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the Attic of the Frederick County
Court House.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers none

13. Other information none

5/11/38

Geo. C. Slagle,

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WPA Form 12HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department County Treasurer

Bureau Tax Collection

1. Exact title Tax Sale Advertisements
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1917-1927- 3 Vols, no lettering or numbering by the year.

1917-19; 1920; 1925-27. The 1920 book- uses the first 25 pages for Tax Sale Advertisements, the balance of book Trial Balance records.

3. Missing volumes, by numbers and dates 1920-24 also ~~refer~~ refer to report # 324.

4. Exact description of contents; summary of forms used; and general remarks
Contains the Taxables name, District number, Advertising costs, amount of taxes, total date account settled and advertising paid and a copy of the advertisement.

5. Indexing no index. arranged as entered.

6. Nature of recording by years Handwritten- advertisements printed.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good (), fair () , poor (), very poor ().

8. Condition of writing: Excellent (), good () , faded (), illegible ().

9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

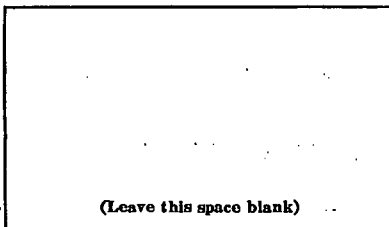
10. Size 9 x 14 x 3/4 150 pps.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the Attic of the Frederick County
Court House.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers none

13. Other information none

324 ✓



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland. HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department County Treasurer,

Bureau Tax Collection

1. Exact title Tax Sale Advertisements
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1927- current use; 4 Vols.,
1927-28, 1929-30, 1931-35, 1936 to current use. ~~XXXXXXXXXXXX~~
No lettering or numbering by the years.

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks Contains notices of
Tax Sales, names of those advertised, names of the papers advertised
in, a copy of the advertisement, advertising costs, advertising dates,
sales, redeemed, ratified, dates and amounts.

5. Indexing No index, arranged as entered.

6. Nature of recording by years Handwritten and printed.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (X), paper (). Condition is: Excellent (), good (X), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (X), faded (), illegible ().

9. Condition of paper: Excellent (), good (X), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8 x 14 x 1½ 225 pps.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers County Treasurers Office, Frederick County
Court House.
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers none

13. Other information none

5/11/38

Geo. C. Slagle

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WPA Form 12HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland
(Name of State) HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department County Treasurer

Bureau Tax Collection

1. Exact title Tax Distraints
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1906-1911, 2 Vols, no lettering or numbering by the years.
1906-09; 1910-11.

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks
Contains the year of the Tax; Taxables name, Amount of County Tax, Real or Personal Property; State Tax; total; and the date paid- if paid.

5. Indexing In the front of the book by the initial letter of the Election Dist. Taxables names under the Dist. arranged as entered.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (X), paper (). Condition is: Excellent (), good (), fair (X), poor (), very poor ().

8. Condition of writing: Excellent (), good (X), faded (), illegible ().

9. Condition of paper: Excellent (), good (X), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 14 x $\frac{1}{2}$ 123 pps.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the Attice of the Frederick
County Court House. (Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers none

13. Other information none

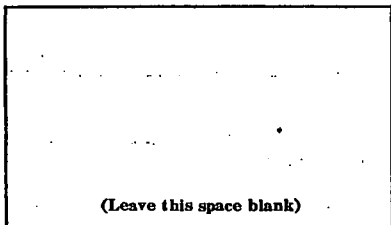
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WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

HISTORICAL RECORDS SURVEY

(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department County Treasurer

Bureau Tax Collection

1. Exact title Daily Balance Book (Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years July 1, 1910- June 30, 1931, 2 Vols. no lettering or numbering by the year.

7/1/10-9/18/13 ; 7/1/27 - 6/30/31

3. Missing volumes, by numbers and dates Sept. 19, 1913-June 30, 1927.

4. Exact description of contents; summary of forms used; and general remarks Contains the date, balance, (from previous date), total collections for the day, other receipts, deposits, total disbursements for the date, and amount of cash on hand.

5. Indexing no index. Arranged chronologically.

6. Nature of recording by years Handwritten (Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (X), paper (). Condition is: Excellent (), good (), fair (X), poor (), very poor ().

8. Condition of writing: Excellent (), good (X), faded (), illegible ().

9. Condition of paper: Excellent (), good (X), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 9 x 14 x 1 150 pps.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the Attic of the Frederick County
Court House. (Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers none

13. Other information none

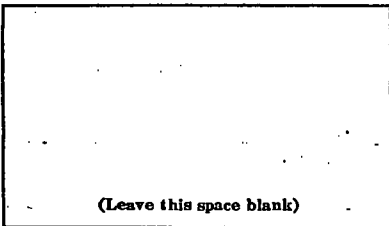
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WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

HISTORICAL RECORDS SURVEY

(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department County Treasurer

Bureau Tax Collection

1. Exact title Trial Balance Book (Monthly)
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
Aug. 1, 1910 June 24, 1923 -- 2 Vols. no lettering or numbering by years.

Aug. 1, 1910- June 30, 1913; July 1, 1920- June 24, 1923.
In the 1920 book the first 25 pages are Tax Sale Advertisements, see Tax sale form.

3. Missing volumes, by numbers and dates July 1, 1913- June 30, 1920 also refer to report # 324.

4. Exact description of contents; summary of forms used; and general remarks
Contains total collections for the months of the year; total disbursements for the months, expense accounts, refunds, amounts over and short, cash in ~~bank~~ and cash on hand.

5. Indexing no indexing, arranged chronologically.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good () , faded (), illegible ().

9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **9 x 14 x $\frac{1}{2}$** **115 pps.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In the Attic of the Frederick County Court House.**
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers **none**

13. Other information **none**

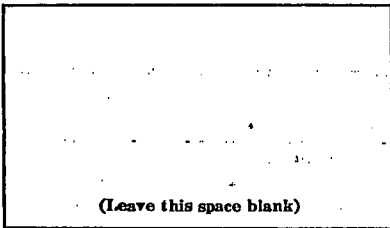
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WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

HISTORICAL RECORDS SURVEY

(Name of State)

THE VOLUMES FORM

County Frederick, City or town Frederick

Agency or department County Treasurer

Bureau Tax Collection

1. Exact title Mortgage and Judgment Records. ✓
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1897-1933; 47 Vols. 37 vols. numbered by the year.

Three numbered, Mortgage Tax Only, 1,3, and 4. other seven not numbered, and are apparently transcriptions from records in the Clerk of the Circuit Courts Office, to make up the year records.

3. Missing volumes, by numbers and dates none, discontinued after 1933.

4. Exact description of contents; summary of forms used; and general remarks Contains the names of the Leinor, Leinee, amount, additional, off, amount of the tax and the date Tax paid.

Indexing. Books marked by the year arranged alphabetically through the entire book. seven books noted above no arrangement, except as entered.

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

40 7

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (), faded (), illegible ().

9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 7 books 14 x 18 x $\frac{1}{2}$ 50 mpps.
(Height, width, and thickness, and average number of pages, by uniform groups)
Others avg. 16 x 20 x 1 200 pps.

11. Location by dates and volume numbers In the Attic of the Frederick Court
(Buildings and rooms or vaults)
House.

12. Subtitle divisions by dates and volume numbers none

13. Other information none

5/17/38

Geo. C. Slagle.

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WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE UNBOUND RECORDS FORM

County Frederick City or town Frederick

Agency or department County Treasurer

Bureau Tax Collection

1. Exact title, if any Bank Cards

2. Dates, total numbers, numbering and lettering (by years) of file boxes, bundles, etc. 1917-1931; 15 bundles, no lettering or numbering by the years.

3. Dates of obvious gaps none

4. Sizes of file boxes, bundles, etc., by uniform groups bundles average 3 1/4 x 5 1/2 x 2
Shelf space.

5. Types of records included Name of bank, date, Taxpayers name District number,
Folio, County Tax, State Tax, Interest and total.

6. Indexing No index, bundled by the year.

7. Condition of writing, paper, and containers all fair. Handwritten on printed form.

8. Location by dates and numbers of file boxes, etc. In the Attic of the Frederick
County Court House.
(Buildings and rooms or vaults)

Note :- The above were reports to the County Treasurer from the banks where Taxes could be paid for the above period.

Brunswick

Volunteer Fire Depts.

Frederick County

No.	Title	Con- tainers	Incl. dates	Report rec'd.	Re- turned	Cor- rected	Entry written	Entry typed
1	Disbursements	1 vol.	1928-37	8/1/40				
2	Membership Roster	1 vol.	1933-37	8/1/40				
3	Minutes	1 vol.	1928-37	8/1/40				
4	Receipts	1 vol.	1928-37	8/1/40				
Middletown								
1	Minutes	1 vol.	1923-37	8/1/40				
2	Accounts Book	1 vol.	1933-37	8/1/40				
3								
4								
Mt. Airy								
1	Minutes	2 vols.	1926-37	8/1/40				
2								
Myersville								
1	Minute Book	1 vol.	1932-37	8/1/40				
Thurmont								
1	Minutes	2 vols.	1907-36	8/1/40				

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town BrunswickAgency or department Brunswick Volunteer Fire CompanyBureau Treasurers Records1. Exact title Disbursements
(Indicate variations of title, if any)2. Dates, total volumes, and volume numbering or lettering by years 1928-1937; 1 volume;
no lettering or numbering by the year.3. Missing volumes, by numbers and dates 1897-19274. Exact description of contents; summary of forms used; and general remarks Contains amounts
of the following, Engineers salary, new equipment, repairs to
equipment, repairs to building, gas and oil, miscellaneous and
totals.5. Indexing No indexing and entries made as received.6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
poor (), very poor ().8. Condition of writing: Excellent (), good () , faded (), illegible ().9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 12 x 10 x 1 in. 75 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the office of the Brunswick Volunteer
(Buildings and rooms or vaults)
Fire Company, Brunswick, Maryland

12. Subtitle divisions by dates and volume numbers None

13. Other information None

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Brunswick
 Agency or department Brunswick Volunteer Fire Company
 Bureau Secretary Records

1. Exact title Membership Roster
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1933-1937; 1 volume,
no lettering or numbering by the year.
3. Missing volumes, by numbers and dates 1897-1927
4. Exact description of contents; summary of forms used; and general remarks Contains the
names of the officers, members of the company, dates of monthly
meetings and those present or absent.
5. Indexing No indexing, entered on book as received in membership.
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (),
 poor (), very poor ().
8. Condition of writing: Excellent (), good (), faded (), illegible ().
9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **7 x 9½ x ¾ in.** **50 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In the office of the Brunswick Volunteer**
Fire Company, Brunswick, Maryland
(Buildings and rooms or vaults)

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town BrunswickAgency or department Brunswick Volunteer Fire CompanyBureau Secretary's Records

1. Exact title Minutes
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years April 19, 1928 to April 1937; current use; no lettering or numbering by the year.
3. Missing volumes, by numbers and dates 1897 to 1927
4. Exact description of contents; summary of forms used; and general remarks Contains the proceedings of the monthly meetings, reports of committees, reports of the Officers, transactions of routine business, accounts passed on and ordered paid, and reports of receipts.
5. Indexing No indexing.
6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (), poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **7 x 12 x 1½ in.** **300 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In the Office of the Brunswick Volunteer**
(Buildings and rooms or vaults)
Fire Company, Brunswick, Maryland

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **Fire Company, organized in 1897, incorporated June 2,**
1917. Records 1897 to 1927, inclusive, lost.

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

 -----Maryland----- HISTORICAL RECORDS SURVEY
 (Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Brunswick
 Agency or department Brunswick Volunteer Fire Company, Inc.
 Bureau Treasurer's Records

1. Exact title Receipts
 (Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1928 - 1937; 1 volume;
no lettering or numbering by the years.
3. Missing volumes, by numbers and dates 1897-1927
4. Exact description of contents; summary of forms used; and general remarks Balances,
amounts received, to the Treasury, Mayor and Council payments,
active membership, honorary memberships, Hall rent, contributions
and totals.
5. Indexing No indexing and entries made as received.
6. Nature of recording by years Handwritten
 (Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
 poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **12 x 10 x 1 in.** **150 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **In the office of the Fire Company.**
(Buildings and rooms or vaults)
Brunswick, Maryland.

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

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SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY

THE VOLUMES FORM

County Frederick City or town Middletown
 Agency or department Middletown Volunteer Fire Company
 Bureau _____

1. Exact title Minutes
 (Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1923-1937; 1 volume;
no lettering or numbering by the year
3. Missing volumes, by numbers and dates Unknown
4. Exact description of contents; summary of forms used; and general remarks Contains the
list of officers, roster of members, proceedings of the monthly
meetings, reports of committees, locations of fires and the dates
of same, dates of meeting and name of the secretary.
5. Indexing No index.
6. Nature of recording by years Handwritten
 (Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
 poor (), very poor ().
8. Condition of writing: Excellent (), good () , faded (), illegible ().
9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **9 x 11 x 1** **450 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **At the residence of Roy Gaver, Sec.,**
(Buildings and rooms or vaults)
Middletown, Maryland

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **From an old copy of the Valley Register there is mention of a Lottery to purchase a Fire Engine in 1803. First motor driven engine purchased February 17, 1930, a Reo., and the second February 27, 1935, an American La France. The present fire Company organized February 27, 1933; the Officers, D.V. Beachley, Pres.; Alonzo Kepler, V. Pres.; A.Y. Boileau, Sec.; Howard A. Gross, Treas. and Rev. A.E. Cooper Chaplain.**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland
 (Name of State) HISTORICAL RECORDS SURVEY

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Middletown

Agency or department Middletown Volunteer Fire Company

Bureau Treasurer's Book

1. Exact title Accounts Book
 (Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years 1932-1937; 1 volume;
no lettering or numbering by the year.

3. Missing volumes, by numbers and dates Only records used until 1932 were check
and bank books.

4. Exact description of contents; summary of forms used; and general remarks Contains the
receipts and disbursements, dues, interest, amount from the County
Firements Association, from the Corporation of Middletown and do-
nations, disbursements, supplies, repairs, janitor, rent, fuel,
and miscellaneous.

5. Indexing No index, arranged as entered.

6. Nature of recording by years Handwritten
 (Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth () , paper (). Condition is: Excellent (), good () , fair (),
 poor (), very poor ().

8. Condition of writing: Excellent (), good () , faded (), illegible ().

9. Condition of paper: Excellent (), good () , poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **7 x 10 x $\frac{1}{2}$ in.** **100 pp**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **At the residence of Austin Main, Treasurer,**
(Buildings and rooms or vaults)
Middletown, Maryland.

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **None**

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town Mt. Airy
Agency or department Mt. Airy Volunteer Fire Company
Bureau Secretary's Records

1. Exact title Minutes
(Indicate variations of title, if any)
2. Dates, total volumes, and volume numbering or lettering by years 1926-1937; 2 vols;
no lettering or numbering by the years. Books cover the following
periods: Mar. 23, 1926 to Dec. 4, 1930 and Dec. 1933 to Apr. 1937.
3. Missing volumes, by numbers and dates Dec. 4, 1930 to Dec. 1933.
Records Apr. 6, 1921-1925 lost in fire.
4. Exact description of contents; summary of forms used; and general remarks Contains roster
of members, names of the officers, reports of committees, reports
of officers, routine business, (very brief) dates and names of
president and secretary.
5. Indexing No indexing.
6. Nature of recording by years Typewritten
(Handwritten, typescript, print, photostat, etc.)
7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (),
poor (), very poor ().
8. Condition of writing: Excellent (), good (); faded (), illegible ().
9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8½ x 11 x ½ in. 150 pp.
(Height, width, and thickness, and average number of pages, by uniform groups)
11. Location by dates and volume numbers In the office of the Secretary, Asa Watkins,
(Buildings and rooms or vaults)
Mt. Airy, Maryland.
12. Subtitle divisions by dates and volume numbers None
13. Other information Fire Company was organized April 6, 1921, first officers
were, Asa Watkins, Pres.; C.C. Riddlemoser, 1st V.P.; W.L. Spurrier,
2nd V.P.; Harry R. Zepp, Sec.; Herman Beck, Asst. Sec.; Royal Smith, Fin.
Sec.; and Henry G. Hood, Treas. Company incorporated Apr. 29, 1926.
First Fire Engine American La France, purchased at a cost of \$8,325.
A bronze memorial on the north wall of meeting room, 9 x 18 in., in
memory of Charles Parker Glover, who founded the Mt. Airy Volunteer
Fire Company, April 6, 1921. (The above mentioned missing book may
be located for the Sec. is ill in a Baltimore Hospital and the balance
of the Fire Company records could not be located.)

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

HISTORICAL RECORDS SURVEY

(Name of State)

(Leave this space blank)

THE VOLUMES FORM

County Frederick City or town MyersvilleAgency or department Myersville Volunteer Fire CompanyBureau Secretary's Records1. Exact title Minute Book

(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years January 18, 1932 toMarch 1937 current use; no lettering or numbering.3. Missing volumes, by numbers and dates None4. Exact description of contents; summary of forms used; and general remarks Contains theconstitution and by laws, roster of the members, proceedings ofthe monthly meetings, committees reports, officers reports, accountsordered paid, names of the secretary and president.5. Indexing No index6. Nature of recording by years Handwritten

(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (),
poor (), very poor ().8. Condition of writing: Excellent (), good (), faded (), illegible ().9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size 8½ x 12 x 1 in. 150 pp.; 72 pp. used.
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers In the office of the Myersville Volunteer
(Buildings and rooms or vaults)
Fire Company, Myersville, Md.

12. Subtitle divisions by dates and volume numbers None

13. Other information First and present officers, W. R. Falkenstein, Pres.;
D. Edgar Bittle, Vice Pres.; Howard Metzger, Sec.; Wm. S. Wactel,
Treas. Financial Recofds included in the Minutes.

SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland

(Name of State)

HISTORICAL RECORDS SURVEY



THE VOLUMES FORM

County Frederick City or town Thurmont

Agency or department Guardian Hose Co.

Bureau None

1. Exact title Minutes
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years

1907-1934 - 1 vol.)

1935-1936 - 1 vol.)

1907-1936 - 2 vols.

3. Missing volumes, by numbers and dates 1886-1906 inclusive

4. Exact description of contents; summary of forms used; and general remarks Minutes contain

records reports of Committees, orders for bills to be paid, names nominated
for membership, reports, etc.

5. Indexing None

6. Nature of recording by years Handwritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (), paper (). Condition is: Excellent (), good (), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (), faded (), illegible ().

9. Condition of paper: Excellent (), good (), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size **8 x 12 x 1** **285 pp.**
(Height, width, and thickness, and average number of pages, by uniform groups)

11. Location by dates and volume numbers **Pres. Doble has 1907 book, Harold Hengst has**
(Buildings and rooms or vaults)

1934 book

12. Subtitle divisions by dates and volume numbers **None**

13. Other information **Organized in 1886 with Dr. M. E. Leatherman first President and**

Charles E. Cassel first Secretary. First equipment was two hand drawn reels.

Purchased ladder truck in 1890. 1907 fire destroyed all the records. Present

officers Omer J. Doble, Pres.; Harold Hengst, Sec.; E.R. Brengle, V.P., Sam'l

Bennett, Treas; Trustees John M. Creeger, Chas. R. Ambrose and George Black.

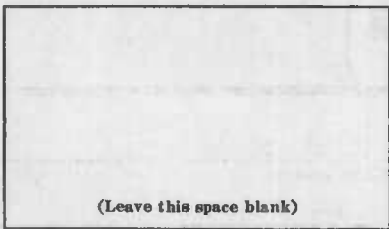
Present Mack truck 500 gal. per minute and small chemical truck.

4/27/37

Geo. C. Slagle

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936
Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick
Agency or department Junior Fire Engine Co.,
Bureau Secretarys Records

1. Exact title Minute Books
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1838 - 1937, 7 vols. no lettering or numbering by the year.
Dec. 6, 1926- Apr. 1937, Loose leaf, 1906-26 in the custody of the
President, Mr. Lewis Dertzbaugh.
1839-50; 1850-72; 1873-83; 1883-91; 1892-1906;

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks
Contains the names of the Officers, names of members of Committees,
reports of each, names of and proposals for membership, elections
of members, routine and miscellaneous business, election and
qualification of Officers, also by-laws as amended. Accounts verified
and passed to the Treasurer for payment.

5. Indexing No indexing. arranged as entered

6. Nature of recording by years Handwritten until 1926, since 1926 Typewritten.
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (x), cloth (x), paper (). Condition is: Excellent (), good (x), fair (),
poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().

THE VOLUMES FORM—Continued

10. Size (1926-1937 $8\frac{1}{2} \times 11 \times 1\frac{1}{2}$,) (others Avg. $10 \times 18 \times 1\frac{1}{2}$)
(Height, width, and thickness, and average number of pages, by uniform groups)
 1926-1937, 300 pps., " Avg. 400 pps

11. Location by dates and volume numbers Records until 1926 in vault of the Farmers
(Buildings and rooms or vaults)
and Mechanics Bank, Frederick, 1926-1937 in the possession of
Sec. Capt. F. Lester Smith, Frederick, Md.

Also as noted above 1906 book in the Custody of the President.

12. Subtitle divisions by dates and volume numbers none

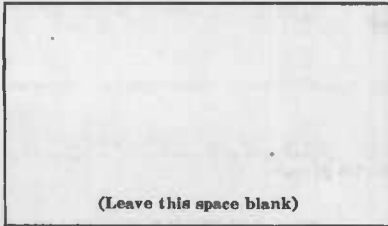
13. Other information The Company organized in Dec. 1838, Incorporated in 1840.
The first officers were, Wm. Pitts, Pres.; Wm. Carlton, V.P.; Ezra
Dadysman, Sec.; Wm. Gittings, Treas.; James Brunner, Samuel Canby, Geo. Brengle,
Geo. F. Webster, James Bartgis, and Alex. K. Mantz, Directors.
First Engine purchased in 1839 and built by John Rodgers, Baltimore.
The engine house built by the City Council, on lot donated by and adjoining
the Farmers and Mechanics National Bank. The Juniors purchased the first
steamer that came to Frederick, built by Silbys Mfg. Co., Seneca Falls, N.Y.
and brought to Frederick, Sept. 20, 1876. Also purchased the first hook and
ladder truck in Frederick, built by Charles Holloway, Baltimore, in 1877.
Aug. 15, 1904 purchased combination chemical hose wagon from American La
France. It was organized as the Young Mens Fire Co., and later named
Juniors for most of the members were young men. The succession of President
are as follows, Ezra Houck, Ezra Doub, John W. Birely, Edward Koontz, F.B.
Sappington, John C. Motter, A. Kemp Keefer, and Lewis R. Dertzbaugh.
The incorporators of the Company were, Ezra Houck, Samuel Diver,
Ezra Dadysman, George F. Webster, Wm. Yeakle, James Bartgis, John T.
Rigney, Wm. Carlton, P. Goodman, G.M. Couradt, and Wm. H. Rigney.

6/2/37

Geo. C. Slagle

WPA Form 12HR

WORKS PROGRESS ADMINISTRATION



SURVEY OF STATE AND LOCAL HISTORICAL RECORDS: 1936

Maryland HISTORICAL RECORDS SURVEY
(Name of State)

THE VOLUMES FORM

County Frederick City or town Frederick

Agency or department Citizens Truck Co.

Bureau Secretarys Records

1. Exact title Minutes
(Indicate variations of title, if any)

2. Dates, total volumes, and volume numbering or lettering by years
1926-1937, 1 vol. no lettering or numbering by the year

3. Missing volumes, by numbers and dates none

4. Exact description of contents; summary of forms used; and general remarks

Contains the names of the Officers, lists of membership, names of members of committees, reports of committees, names for proposals for membership, election of members, reports of officers, election of officers, and accounts O.K'd. for the payment of same.

5. Indexing no indexing, arranged as entered.

6. Nature of recording by years Typewritten
(Handwritten, typescript, print, photostat, etc.)

7. Binding: Leather (), cloth (x), paper (). Condition is: Excellent (), good (x), fair (), poor (), very poor ().

8. Condition of writing: Excellent (), good (x), faded (), illegible ().

9. Condition of paper: Excellent (), good (x), poor (), very poor ().