



RECORDS TRANSFER LIST

ORGANIZATION UNIT

METAL DIVISION

RECORDS PACKED BY

ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	TIME CARDS - G/C	1977		
	A/R DAILY DEPOSITS	1971 1974		
	DALLAS ENGR REPORTS	1970		
	DALLAS PLANT INV & PROD RECORDS	1970		
	MAT'L SETTLEMENTS - GRANITE CITY	1975	MAY	DEC
	DALLAS PAYROLL WORKSHEETS	1977	JAN	JUNE
	" A/P LEDGER REPORTS COMPUTER	1973		
	DALLAS COMPUTER SALES RUNS	1973 1974		
	" LABOR COST RUNS	1973	JAN	MAR
	" AAP ACCIDENTS	70-71-72 71-74-73		
	" PAYROLL COST RUNS	1965		
	" TIMECARD	1973		
	" INVOICE COPIES	1974		
	" 1972 AIR CASH	1973	2	2



RECORDS TRANSFER LIST

SCHEDULE NO.

ORGANIZATION UNIT

Metal Division

RECORDS PACKED BY

EXT.

DATE

6-21-79

ITEM	RECORD TITLE	YEAR	RANGE		DEPT. BOX NUMBER	RECORDS CENTER USE ONLY
			FROM	TO		

Dallas - Sales

1975

T

Z

1030

Mose Shipments

1971

1031

Dallas Receipts Orders

1971

1032

Misc Invoices Dallas

1971

1033

Dallas Daily Shipping Reports

1972

1034

Dallas Grand Receipts - End
Registrations

1974-75
71-74

1035

Dallas - Order & A/R

1975

1036

" Shipping Tickets

1971

1037

Daveall Dallas

1971

MAY

SEPT

1038

Dallas Shipping Reports

1971

1039

" Hour Time Sheets

1971

1040

" Fast Report Hour Sheets

71-72

1041

" Metal Sales

1972

5

2

1042

" Affirmative Action

1973-77

1043



RECORDS TRANSFER LIST

ORGANIZATION UNIT

METAL DIVISION

RECORDS PACKED BY

ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	DRAWING Bills of LADING	1973		
	" PAYROLL WORKSHEETS	1974		
	" I & E SUMMARIES			
	" B'S DETAIL DAILY BILLING REPORTS	1974		
	" Bills of LADING	1972-3-4		
	" HOURLY TIME SHEETS.	1973		
	" Misc	1968		
	" HOURLY TIME SHEETS	1965		
OUT H	" PERSONNEL & SAFETY	1971		
	" A/R	1973		
	" LABOR COST RUNS	1973	Oct	Dec.
	" WMS COMP	1973-75		
	" Acct Rec	1971		



RECORDS TRANSFER LIST

SCHEDULE NO.

ORGANIZATION UNIT

Mental Division

RECORDS PACKED BY

EXT.

DATE

6-21-79

ITEM

RECORD TITLE

YEAR

RANGE
FROM TO

DEPT.
BOX
NUMBER

RECORDS CENTER
USE ONLY

James Payroll Registers
Inventory

1968

1052

" Record Vouchers.

1973

1057

" Misc Inventories

1973

1058

" Rent Recd \$/m

1974

1059

" Sales F/ies

1973

1060

" " "

1975

1061

" " " Misc

1974

1062

" Air Mail Deposits

1971

1063

" 1971 Journal Vouchers

1971

1064

" Sales F/ies

1973

1065

" Inventory F/ies

1974

1066

" Shipping Tickets

1973

1067

" Bills of Lading

1974

1068



RECORDS TRANSFER LIST

ORGANIZATION UNIT

Metal Division

RECORDS PACKED BY

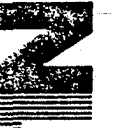
EXT.

DATE

SCHEDULE NO.

6-21-79

ITEM	RECORD TITLE	YEAR	RANGE		DEPT. BOX NUMBER	RECORDS CENTER USE ONLY
			FROM	TO		
	204/105- GEN. ACCTG & INFO MIS	1975 1972				1069
"	Howell Job Sheets	1973				1070
"	Misc Sales	?				1071
"	Sales	1972	4	5		1072
"	Purchase Orders	1970				1073
"	Salesmen's Call Reports					1074
"	Labor Cost Runs	1972				1075
"	B, I, S of Labor	1974				1076
"	Cost Receipts	1972				1077
"	E.R. Misc					1078
"	Misc Sales	1973				1079
"	Blank Forms & Misc Acctg Reports					1080
"	Howell Howell/Info	76-77				1081
"	Purchase Orders	1969				1082



RECORDS TRANSFER LIST

SCHEDULE NO.

ORGANIZATION UNIT

Mental Division

RECORDS PACKED BY

EXT.

DATE

6-21-79

ITEM	RECORD TITLE	YEAR	RANGE		DEPT. BOX NUMBER	RECORDS CENTER USE ONLY
			FROM	TO		
	Dallas - Sales	1974	A	D		10833
"	CASH - ADDED TRAIL BALANCE - POST DUE	1973				10834
"	Computer Sales Plans & Salesman's Records					10835
"	Freight B.I./S	1971				10836
/	Greenville General Ledger	1976				10837
"	PAID INVOICES.	1977	JULY			10838
"	REMARKS	1976				10839
"	ADJUSTABLE INVOICES. Sales & Use Tax Audit	76-77 1978				10890
"	A/P	1974	SEPT	DEC		10891
	Dallas Gen Ledger	1976	JULY	SEPT		10892
	G/L PAID INVOICES	1977	MAY			10893
"	TIMECARDS	1978	JAN	OCT		10894
"	REPORTS - TAXES ETC					10895
"	TIMESHEETS MONTHLY	1978	JULY	SEPT		10896



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY		
METAL DIVISION				
ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	G/C JOURNAL VOUCHERS	1976	AUG	DEC
	SALES REPORTS	75-77		
	DALLAS SALES INVOICES	1976		
	G/C INVOICE BILLINGS	1975		
	" SALES ADJUSTMENTS	74-75		
	" LABOR ARBITRATION REPORTS			
	" ACCT REC - CASH	1974	JUNE	DEC
	" ACCTS PAYABLE	1976		
	" ENGINEERING			
	" GENERAL LEDGERS	75-76		
	" TIMESHEETS	1979	JAN	MAR
	" ACCTS PAYABLE	1976		
	" DROSS SETTLEMENTS	1974	JAN	JUNE
	" EARNINGS RECORDS	76-77		



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY			
METAL DIVISION					
ITEM	RECORD TITLE	YEAR	RANGE		
			FROM	TO	
	G/C Accts Payable	1975			
	" JOURNAL VOUCHERS	1976			
	" FRT PAYMENTS	1976			
	" SETTLEMENTS	1977			
	" INVOICES ^{FIN SERV} COPIES				
	" HOURLY TIME CARDS	1966			
	" BILLING COPIES	75-76			
	" Accts Payable	1975	MAY	AUG	
	" BILLINGS & CREDITS	1975			
RECEIVED 1-8-85	" EXPENSE REPORTS		1120A + 1120B		
	" SHIPPING TICKETS	1978	APR	JULY	
	" Acct Payable	1976			
	" Accts Payable	1974			
	" SALES REPORTS				



RECORDS TRANSFER LIST

SCHEDULE NO.

ORGANIZATION UNIT

Metal Division

RECORDS PACKED BY

EXT.

DATE

6-21-79

ITEM

RECORD TITLE

YEAR

RANGE

FROM

TO

DEPT.
BOX
NUMBER

RECORDS CENTER
USE ONLY

G/c General Ledger

1973

1125

Dallas Hours Payroll

74-76

1126

G/c Hours Payroll

1974

1127

Dallas Hours Payroll

1973

1128

" Hours Payroll - Statement of earnings

1970-71
1972-73

1129

" Hours Pay

1975

S

Z

1130

" Sales

1976

1131

" Payroll Bank Statements

72-73

1132

" Misc - Sales

1970

1133

~~1886~~ ~~Hours Payroll~~ ~~Statement of earnings~~

4413

1134

" Hours Payroll

1974

1135

" Hourly Payroll

1975

1136

" Sales

1974

5

15

1137

" Hours Payroll

1974

1138



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY		
METAL DIVISION				
ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	Dallas Sales	1976	S	Z
"	Accts Receivable	1975		
"	Sales	1976	D & G	G
"	Payroll Books	1974		
"	Payroll Computer Reports	1974		
"	Accts Payable	1974	N	S
"	WEEKLY Payroll Sheets	1974	APR	SEPT
"	Seate Tickets	75-76		
"	Hourly Payroll	1975		
"	Sales Invoices	1976	G	L
"	Hourly Payroll	1974	MAY	SEPT
"	SALES	1975	N	S
"	TIME CARDS	1976		
"	TIME CARDS	1973-4		



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY		
METAL DIVISION				
ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	DAILY GENERAL LEDGERS	1974		
	" LABOR COST REPORTS			
	GEN JOURNALS	1975	JAN	DEC
	" PREPAIDS	1975		
	" AP BATCHES	1975	OUT	DEC
	" BLOOD LEADS - ACCIDENT REPORTS	71-73		
	" Accts Payable	1975	J	S
	" INVENTORIES	1974	JAN	APR
	" ENGINEERING RECORDS			
	" TIMECARDS	75-76		
	" SALES	1975	A	C
	" INVENTORIES	1976	JAN	APR
	" Accts Receivable	1974		
	" CASH RECEIPT BOOKS	1977		
	" Sales	1974	L	R
	" Sales	1974	A	D



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY		
METAL DIVISION				
ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	Dallas General Journals	1975		
	" Sales Batches		JAN-73	SEPT-75
	" ACCOUNTING FILES & SALE TICKETS	1976		
	" LABOR Cost RUNS	1974		
	" TIME CARDS	1974		
	" General Journals	1974		
	" Accts Receivable	1974		
	MIDWEST TIME SHEETS	1978	OCT	DEC
	Dallas SALES	1973	S	Z
	" Computer Gen Ledger	1973		
	" Accts Receivable	1974		
	" Journal Vouchers	1975		
	" Sales Detail	1976		
	" TIME CARDS	1978-9	JULY ON	



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY				EXT.	DATE
NEX Division							9/22/1979
ITEM	RECORD TITLE	YEAR	RANGE		DEPT. BOX NUMBER	RECORDS CENTER USE ONLY	
			FROM	TO			
	280000 Books Available	1974	C	Z		1181	
	Copies of Journal		1976	1979		1182	
	C/L Lower Entries		1975	1976		1183	
"	Financials Records					1184	
"	Midwest GEN Ledgers	1975				1185	
"	Designate TV Entries.	1977	Apr	July		1186	
"	US Bonds	70-75				1187	
"	Billing Prod Seminars	75-77				1188	
"	Records	1974	Aug 72	Dec 74		1189	
	APR	1974	Apr	Aug		1188	
	Dallas-Labour Cost Run	1974	Jan	Mar		1189	
	280000 Records Taxic	✓	ATB			1190	
"	Computer Gen Ledger	1972				1191	
"	APR	1977	S	Z		1192	
"	Financial Reports		1971	1976		1193	
"	APR	1976	Nov	Dec		1194	



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY		
Metal Division				
ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	SHIPPING TICKETS	1975		
"	Accts Payable	1976	AUG	SEPT
"	FUEL TAX RETURNS	72-77		
"	Accts Payable	1977		
"	PAID HISTORY	1975		
"	GEN LEDGERS	1976		
"	CORPORATE MINUTES HOYT METAL Co.			
"	Accts Payable	1977	JAN	
"	Real Estate & Prop Taxes			
"	Accts Payable	1977	M	S
"	Audit Reports & Receipts Plant Profitability	1970-75		
"	MIDWEST STATE USE TAX			
"	HOYT CREDITS	1976		
"	Accts Payable	1977	FEB	
"	Accts Payable	1975	SEPT	DEC
"	Battery Pick Up Charges	73-74		
"	Prepaid Batches	1976		



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY		
<i>METAL DIVISION</i>				
ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	G/C CHICAGO SALES	1977		
	" INVOICES	1975		
	" GLOBE GOUND ESPB	75-76		
	" ACCTS PAYABLE	1976	A	C
	" ORIGINAL JV ENTRIES	1977	AUG	NOV
	" GEN LEDGERS	1977	FEB	JULY
	" SALES INVOICES	1976		
	" BAL SHEET & INC STATEMENTS	1962-1975		
	" ORIGINAL JV ENTRIES	1976	JAN	JUNE
	" MIDWEST VALUABLE RECORD FILE			
	" SALARY INFO	74-77		
	" GEN LEDGERS	1977	AUG	DEC
	" SALES INVOICES	1977	3501	6500
	" PAID INVOICES	1977	JUNE	



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY		
<i>Metal Division</i>				
ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	<i>G/C Invoices Sales</i>	<i>1976</i>	<i>01</i>	<i>3500</i>
	<i>" Sales/Invoices</i>	<i>1977</i>	<i>01</i>	<i>3500</i>
	<i>" A/P</i>	<i>1977</i>	<i>N</i>	<i>M</i>
	<i>" A/P</i>	<i>1977</i>	<i>C</i>	<i>H</i>
	<i>" EARNINGS RECORDS</i>	<i>1975-6</i>		
	<i>" PAID INVOICES</i>	<i>1977</i>	<i>Dec</i>	
	<i>" A/P</i>	<i>1976</i>	<i>L</i>	<i>S</i>
	<i>" ORIGINAL TV ENTRIES</i>	<i>1977</i>	<i>JAN</i>	<i>MAR</i>
	<i>" SALES INVOICES</i>	<i>1977</i>	<i>FROM 6501</i>	
	<i>" GEN LEDGER & SUBSIDIARY</i>		<i>Dec-76</i>	<i>JAN-77</i>
	<i>" Chicago Sales</i>	<i>1977</i>	<i>0001</i>	<i>4000</i>
	<i>" State & Local Income Tax Betting Pick Up Checks</i>	<i>76-77- 78</i>		
	<i>" INVOICES.</i>		<i>S</i>	
	<i>" A/P</i>	<i>1976</i>	<i>E</i>	<i>H</i>



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY		
METAL DIVISION				
ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	G/C Dallas JV Entries	1976		
"	A/P	1976	H	K
"	SETTLEMENTS	1975	JAN	APR
"	A/P	1977	A	C
"	SALARY INFO	74-77		
"	^{Q4's ETC} QUARTERLY TAX REPORTS			
"	SETTLEMENTS	1977	R	Z
"	A/P	1977	MAR	
"	A/P	1975		
"	TV ENTRIES MISC ANNUAL REPORTS	1977	NOV	DEC
"	PAID INVOICES	1977	Aug	



RECORDS TRANSFER LIST

SCHEDULE NO.

ORGANIZATION UNIT

Mem Division

RECORDS PACKED BY

EXT.

DATE

6-22-1979

ITEM

RECORD TITLE

YEAR

RANGE
FROM TO

DEPT.
BOX
NUMBER

RECORDS CENTER
USE ONLY

9th Deckerphones

1975

1246

" Bellung Capis

76-77

1247

" Settlements

1977

1248

" A/P

1976

1249

" MIDWEST & Credits
Billings

1974

1250

" A/P

1974

1251

" A/P

1976

1252

" A/P

1976

1253

" Consistent State
Paid/Unpaid

1976
1977

1254

" Bickley Copies

76-77

1255

" A/P

76

1256

" Sales Invoices

1974

1257

" Dallas Times Cards

JAN 77

1258



RECORDS TRANSFER LIST

SCHEDULE NO.

ORGANIZATION UNIT

Metac Division

RECORDS PACKED BY

EXT.

DATE

6-22-1979

ITEM	RECORD TITLE	YEAR	RANGE		DEPT. BOX NUMBER	RECORDS CENTER USE ONLY
			FROM	TO		
	State - Metac, Payroll Return	75-76				1259
"	Balance Sheet & Income Statement Fixed Assets	74-75 75-76				1260
"	Inventory	1974	Sept	Dec		1261
"	Latent Coat Return	77-78				1262
"	Cost Record	1974				1263
"	Hourly Payroll Computations	1974				1264
"	Hourly Payroll Register	73-76				1265
"	Phone - Jones & Missa	72-75				1266
"	Inventory	76	May	Aug		1267
"	Salary	1976	M	R		1268
"	Hourly Payroll	1974				1269
"	LAR					1270
	Office Latent Relations Reports					1271



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY		
METAL DIVISION				
ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	G/C HOURLY TERMINATED	76-78		
	ER.			
	" MISC. NOTEBOOK & BOOKS			
	" LABOR RELATION CUMULATIVE DIGEST			
	" MASTER TABLE OF CASES			
	" LABOR RELATIONS YEARBOOKS			
	" TERM. EMPLOYEES/MEDICAL	71-76		
	" LABOR ARBITRATION REPORTS			
	" ER NOTEBOOKS & MISC.			
	" ER NOTEBOOKS & MISC.			
	" EEO - MISC. - APPLICATIONS - 77-78			
	" UNEMP. COMP ETC.			
	" STEEL PACKAGE			
	" EMPLOYEE/MEDICAL ETC.			
	" TERM FILES ETC	76-78		
	" EMPLOYEE HISTORY REPORTS			
	" TERM-MED CLIM FILES.	78-79		
	" LABOR ARBITRATION CUM. DIGEST			
	" HOYT & STEEL PACKAGE RETIREES			



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY		
METAL DIVISION				
ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	G/C ERISA DOCUMENTATION			
	" WOMEN'S COMP - CLEVELAND HISTORY RECORDS ST LOUIS PK	1977 1977		
	" OSHA SAFETY LEAD IN AIR			
	" TERMINATED EMPLOYEES - CHICAGO REGISTER CARDS FRINGE BEN. CARDS			
	Dallas ER & SAFETY RECORDS	70-75		
	G/C Misc BENEFITS LTD			
	" MED. DEPT - DISPENSARY VISITS			
	" ER NOTEBOOKS & Misc.			
	" HOYT RETIREE FILE			
	" FAIR EMPLOYMENT PRACTICES - BOOKS.			
	" STEEL PACKAGE TERM. EMPLOYEES.			
	" HOYT Misc MEDICAL (NURSES) FILE			
	" EMPLOYEE HISTORY RECORDS ST LOUIS PK CLEV SOUTHERN			
	" LABOR RELATIONS MANUALS.			



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY		
METAL DIVISION				
ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	James Hourly Payroll	1972		
	James Truck Reports	1971		
	" Motor Sales	1971	C	G
	" Inventory Files	1972	MAY	AUG
	" CANCELLED CHECKS - DROPS PURCH	1976		
	" Weekly Time Sheets	1	10-77	4-78
	" Bills of Lading	1966		
	" Sale Invoices	1971	A	C
	" A/P - Prepaids	70-71		
	" A/P Batch	1971	JUNE	DEC
	" Assets Receivable	1971		
	" GEN Accounting	71-73		
	" Time Cards			
	" Daily Ground Reports	72-73		



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY		
METAL DIVISION				
ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	Dallas Salesmen Accts		New Mexico - Okla	
"	Barely Payed Weekly		11-76	5-77
"	Old Records Superintendent's Office		'950	→
"	Sales Invoices	1973		
"	Time Cards		July 71	Sept 73
"	Time Cards	1969		
"	APP	1971	C	H
"	Daily Deposits Accts Receivable	1972	May	Oct
"	D & B Reports	65-70		
"	Orders & Invoices	1969		
"	Admin-	1973	Oct	
"	Sales Invoices	1975		
"	Purch Orders	70-71		



RECORDS TRANSFER LIST

SCHEDULE NO. (7)

ORGANIZATION UNIT		RECORDS PACKED BY		EXT.	DATE
Metal Division					
ITEM	RECORD TITLE	YEAR	RANGE		RECORDS CENTER USE ONLY
			FROM	TO	
	Dean Luntzberg	1975	Sept	Dec	1341
X	" Mrs. Frances Hiles	71-72			1342
	" John Luntzberg	1973	A	C	1343
	" Lt. Col. Wayne T. Luntzberg				1344
	" Terry Hovner	1974	T	Z	1345
	" Birds of Prey	1973			1346
	" A. B. & Eugene Luntzberg	1970			1347
	" Luntzberg				1348
	" Old Luntzberg Security Bureau	62-68			1349
	" Luntzberg Luntzberg	1973			1350
	" Luntzberg Luntzberg				1351
	" Luntzberg Luntzberg				1352
	" Luntzberg Luntzberg				1353



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY		
METAL DIVISION				
ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	Delta Inventory Reports	1976	Sept	Dec
	" Sales Order	1974		
	" Cash Receipts	1975		
	" Payroll Sheets	1971		
	" Administrative	72-73		
	" Superintendents Delta	66-70		
	" A/Ream etc	1971	M	Z
	" INV Summary MISC PROP & ASSET RECORDS	72-75		
	" Labor Cost Reports	1974		
	" Correspondence Purchasing	1969		
	" A/P	1974	T	Z
	" GLOBE GOULD Reports	1970		
	1 Terminated Employees	Prior to 1-1-1974		



RECORDS TRANSFER LIST

SCHEDULE NO.

ORGANIZATION UNIT

Naval Division

RECORDS PACKED BY

EXT.

DATE

6-25-1979

ITEM

RECORD TITLE

YEAR

RANGE

FROM

TO

DEPT.
BOX
NUMBER

RECORDS CENTER
USE ONLY

Naval - APD

1971

A

C

1367

" Misc Publications

1973

1368

" Shore Services

1972

E

L

1369

" Shipping Tickets

1973

1370

" Shore Services

1975

1371

" District Left Elements

1974-5-6

1372

" Budgets

76-77

1373

" Shipping Expense

1974

1374

" Goods Receipts Tax 1971

1375

" Note books - Comptroller Office

71-72

1376

" Journal Entries

1972

1377

" Shore Services

1969

1378

" Photo Union

71-72

1379

" Goods, Gen. Supply



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY		
METAL DIVISION				
ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	Deans Acts Receivable	1971	C	L
	" Misc Sales	1972		
	" Bills of Lading	1974		
	" E/R Files			
	" Purch Orders	71-72		
	" Settlements	1976		
	" A/P	?		
	" Inventories	1973		
	" Sales Invoices	1971	H	M
	" Payroll Time Sheets	1977		
	" Cash Receipts	1973		
	" Sales File	1970		
	" A/Payable	1973	A	C



RECORDS TRANSFER LIST

SCHEDULE NO.

(2)

ORGANIZATION UNIT

Memorandum

RECORDS PACKED BY

EXT.

DATE

6-25-1979

ITEM

RECORD TITLE

YEAR

RANGE
FROM TO

DEPT.
BOX
NUMBER

RECORDS CENTER
USE ONLY

Stell-Inventory

1975

May

Aug

1393

" AP

1971

@

T

1394

" Freight

1972

1395

" Credit Union, Bonds,
State Bank

1975

1396

" AP Reports

1972

1397

" AP Budgetary Control

1971

1398

" AP Check Register

1971

1399

" AP Free Sales

1972

1400

" Payroll Sheets

1970

1401

" Building Budget Controls

1973

1402

" AP Insurance

72-73

1403

" AP Insurance

74

1404

" AP Insurance

73

1405

" AP Insurance

72

1406



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY		
METAL DIVISION				
ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	Dallas Payroll Labor Costs	72-77		
	- Misc Inventories	1973		
	- Misc Reports & Jt	1973		
	- Shipping Reports	1974		
	- Sales - Misc			
	- Misc Inventories	73		
	- Term EMPLOYEE	Prior to	11/1/1974	
	- Sales Invoices	1971	T	Z
	- Prepaid Checks	1975		
	- Tax Law - Comm Comm	1974		
	- Plant Mgrs Airtel Papers			
	- Labor Cost Rtns.	6-72-8-72		
	- Plant Mgrs Airtel Papers	73-75		
	- Sales Exp Shipping	1974		
	Plots down			



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY			
METAL Division					
ITEM	RECORD TITLE	YEAR	RANGE		
			FROM	TO	
	Deals - Jones Sales	1974			
"	= Books Rec Daily Repts	1972			
"	= Acctg file - Sales	75-76			
"	Shipping Papers	1970-71-72 1969			
"	- Latex Car Rev	1973			
"	- Sales Sales	1970	D	J	
"	- Sales Sales	1970	S	Z	
"	- Shipping Cards	1969			
"	- A/P	1975	A	I	
"	- Prepaid Check	1972			
"	- Int Bills	1973			
"	- Settlements	1969			
"	- A/P Prepaid Checks		10-72	9-73	
"	- Bal Sheet Computer B-160v	1971			



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY			
METAL DIVISION					
ITEM	RECORD TITLE	YEAR	RANGE		
			FROM	TO	
	Dallas - Misc	1971			
	" - Labor Cost Rens	1976			
	Accounting - W-2				
	" FICA Ret Ann	1974			
	ALTONA - CLOSED SALES ORDERS	1975	S	Z	
	- PEDRIKTOWN SETTLEMENTS	76	A	G	
	- MONTAENS Closings	1977			
	EARNINGS RECORDS	75-76			
	- Payroll	73-75			
	A/P	1974	A	E	
	A/P	1974	F	M	
	Payroll Detail	76-77			
	PEDRIKTOWN SETTLEMENTS	76	G	P	
	A/P	1975	A	Q	
	Payroll Dist & Earnings Records	1975			



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY		
METAL DIVISION				
ITEM	RECORD TITLE	YEAR	RANGE	
			FROM	TO
	Altoma - Closed Sales Orders	1974	A	F
	" Closed Sales Orders	1974	M	Z
	" A/P	1976	K	S
	" Payroll Dist	1977		
	" A/P	1977	O	Z
	MISC PLANT FILES			
	" Fredericktown & Fern Andover	74-75		
	" TIME CARDS	1978		
	" A/P	1975	D	G
	" A/P	1975	H	O
	" Payroll ^{Earnings Records} etc	1977		
	" Time Cards	1977		
	" ACCOUNTING FILES	1975		
	" Acting Sales.	73-75		
	" Bills of Lading	76-77		



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY			
METAL DIVISION					
ITEM	RECORD TITLE	YEAR	RANGE		
			FROM	TO	
	ALTOONA Daily Shipments	77-78			
	" - Accounting Files	75			
	" - Payroll - etc	75-76			
	" Closed Sales Orders	1974	N	✓	
	" Closed Sales Order	1975	B	S	
	" " " "	1974	F	K	
	" " " "	1975	G	J	
	" " " "Misc	74	A	N	
	" " " "	1975	A	G	
	" Settlements ^{Cleveland} ^{Atlanta} ^{Redicktown}	77-78			
	" A/P	1975	P	Z	
	" A/P	1974	M	Z	
	" Time Cards	1976			
	" A/P	1977	E	B	



RECORDS TRANSFER LIST

ORGANIZATION UNIT		RECORDS PACKED BY			
METAL DIVISION					
ITEM	RECORD TITLE	YEAR	RANGE		
			FROM	TO	
	Altoona Time Cards	1974			
	" Time Cards	1975			
	" A/P	1976	A		
	" A/P	1976-7	A		
	" A/P	1976-78	A		
	Settlements - ^{Altoona} Pedro 1976		A		
	" Accounting Expense Rpt 1974		9		
	McCoe General Ledger - Old				
	Chicago Lee Box Truck Receipts		1975		
	Chicago ^{Minute Book} General Ledger				