



Smithsonian  
*National Museum of American History*  
*Kenneth E. Behring Center*

## Guide to the Warsaw Collection of Business Americana Subject Categories: Office Equipment

NMAH.AC.0060.S01.01.Office

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## Collection Overview

<b>Repository:</b>	Archives Center, National Museum of American History
<b>Title:</b>	Warshaw Collection of Business Americana Subject Categories: Office Equipment
<b>Identifier:</b>	NMAH.AC.0060.S01.01.Office
<b>Date:</b>	1833-1975
<b>Extent:</b>	3.21 Cubic feet (consisting of 7 boxes, 3 oversize folders.)
<b>Creator:</b>	Warshaw, Isadore, 1900-1969
<b>Language:</b>	English
<b>Summary:</b>	A New York bookseller, Warshaw assembled this collection over nearly fifty years. The <i>Warshaw Collection of Business Americana: Office Equipment</i> forms part of the Warshaw Collection of Business Americana, Subseries 1.1: Subject Categories. The Subject Categories subseries is divided into 470 subject categories based on those created by Mr. Warshaw. These subject categories include topical subjects, types or forms of material, people, organizations, historical events, and other categories. An overview to the entire Warshaw collection is available here: <a href="#">Warshaw Collection of Business Americana</a>
<b>Digital Content:</b>	<a href="#">Image(s): Warshaw Subject Category: Office Equipment</a>

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## Administrative Information

### Acquisition Information

Office Equipment is a portion of the Business Ephemera Series of the Warshaw Collection of Business Americana, Accession AC0060 purchased from Isadore Warshaw in 1967. Warshaw continued to accumulate similar material until his death, which was donated in 1971 by his widow, Augusta. For a period after acquisition, related materials from other sources (of mixed provenance) were added to the collection so there may be content produced or published after Warshaw's death in 1969. This practice has since ceased.

### Forms Part Of

Forms part of the [Warshaw Collection of Business Americana](#).

- [Series 1: Business Ephemera](#)
- [Series 2: Other Collection Divisions](#)
- [Series 3: Isadore Warshaw Personal Papers](#)
- [Series 4: Photographic Reference Material](#)

## Processing Information

In 2016, with funding provided by the Smithsonian Institution's Collections Care and Preservation Fund, the Archives Center at the National Museum of American History implemented the use of minimal level processing standards to increase information about and facilitate access to more of our collections.

For this subject, minimal processing included arrangement to the folder level, based on prior processing and preservation action, with retention of the pre-existing arrangement when possible, if applicable. Otherwise, an order was imposed by the Processing Archivist. Some materials were consolidated to eliminate excess bulk but items within folders were not arranged further. The guide may or may not include a more refined list of folder contents. Nonarchival housing was replaced for long-term stability, but staples and other fasteners have not all been removed.

Minimal level processing and machine-readable finding aid completed by Nicole Blechynden, November 2016.

## Preferred Citation

Warshaw Collection of Business Americana Subject Categories: Office Equipment, Archives Center, National Museum of American History, Smithsonian Institution

## Restrictions

Collection is open for research. Some items may be restricted due to fragile condition.

## Conditions Governing Use

Collection items available for reproduction, but the Archives Center makes no guarantees concerning copyright restrictions. Other intellectual property rights may apply. Archives Center cost-recovery and use fees may apply when requesting reproductions.

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## Scope and Contents

The collection includes devices and systems such as typewriters, calculation machines, mimeographs and copiers, punches and canceling machines, coin counters, telephonics, addressing and indexing systems, recording and message transmission, stamping, perforating, records storage and files, and also some consumable products like fasteners, ledgers, erasures. A few product samples are present.

Some product information contains suggestions and information on good business business practices or increasing efficiency and accuracy in the office or workplace environment.

A small amount of material related to furnishings, such as desks, bookcases, lockers, and trade show displays is present.

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## Arrangement

The collection is arranged into three subseries.

- Business Records and Marketing Materials

- Genre
- Subject

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## Brand Name Index

The following is a list of brand names for various office equipment and related names that appear on this list is a compilation of those found on materials in the vertical document boxes. It is not a complete list of all the brand names for office equipment. The list is intended to assist researchers locate desired materials when only the brand name is known.

## Brand Name Index

### **Efficiency**

Watson Mfg. Co.

### **Flatpakit**

American

### **Multigraph**

American Multigraph Sales Co.

### **Portland**

Southworth Machine Co.

### **Wiz**

American Sales Book Co.

### **Y & E**

Yawman & Eube Mfg. Co.

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## Names and Subject Terms

This collection is indexed in the online catalog of the Smithsonian Institution under the following terms:

### Subjects:

Account books  
Accounting -- Data processing  
Bookkeeping  
Business  
Calculators  
Consumer goods -- Catalogs  
Display of merchandise  
Filing cabinets  
Furniture  
Information display systems  
Magnetic recorders and recording  
Mail-order business  
Mail-order business -- Catalogs  
Merchandise displays  
Office equipment and supplies  
Office equipment and supplies industry  
Office equipment and supplies industry -- United States  
Patents  
Pneumatics  
Printing machinery and supplies

Punched card systems -- Machinery  
Retail trade  
Sales accounting -- 19th century  
Sound recording machines  
Telephone answering and recording equipment industry  
Typewriters  
Typewriters -- 1880-1910  
Typewriters -- 1890-1900  
advertising -- Business ephemera

Types of Materials:

Advertisements  
Advertising  
Advertising cards  
Advertising fliers  
Advertising mail  
Business cards  
Business ephemera  
Business letters  
Business records  
Catalogs  
Catalogues  
Commercial catalogs  
Commercial correspondence  
Correspondence  
Ephemera  
Illustrations  
Invoices  
Letterheads  
Mail order catalogs  
Manufacturers' catalogs  
Periodicals  
Photographs  
Print advertising  
Printed ephemera  
Printed material  
Printed materials  
Publications  
Publications -- Business  
Receipts  
Reports  
Sales catalogs  
Sales letters  
Sales records  
Trade cards  
Trade catalogs  
Trade literature

Names:

IBM (International Business Machines)  
Xerox Corporation

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## Container Listing

### Business Records and Marketing Material, 1840-1967

Business records includes financial documents, particularly those related to commercial transactions such as invoices and receipts, and correspondence by dealers, jobbers, and merchants of office equipment and supplies. Also contains advertisements such as magazine ads, circulars, mailings, price lists, and smaller catalogues.

There are no companies "J" or "Z".

Box 1, Folder 1	A, 1870-1961
Box 1, Folder 2	B, 1851-1938 (bulk 1863-1916)
Box 1, Folder 3	C, 1840-1965 (bulk 1840-1922)
Box 1, Folder 4	D, 1855-1914
Box 1, Folder 5	E, 1870-1965, undated A few Eastman Kodak items.  Elliott Company, 1907-circa 1945 (bulk 1923-1924) Elliott-Fisher, name variant.
Box 1, Folder 6	Correspondence, 1909-1913
Box 1, Folder 7	Company History, 1939-1941 Three booklets.
Box 1, Folder 8	<i>Operator Instruction Book</i> , 1921 Covering a variety of accounting machines.
Box 2, Folder 1-2	Product Guides, 1907-1945 (bulk 1923-1924) These booklets and circulars are marketed as targeted business solutions, typically identifying a problem or efficiency issue within a business environment and demonstrating how the the product is designed to resolve it.
Box 2, Folder 3	F, 1894-1961
Box 2, Folder 4	G, 1840-1928
Box 2, Folder 5	H, 1858-circa 1967 (bulk 1858-1928)
Box 2, Folder 6	I, 1913-1967 (bulk 1913-1925)

Box 2, Folder 7 International Business Machines (IBM), 1940-1966  
Brochures, stock holder statement (1941 April), brief annual report (1940), small catalogues, and a few short publications, as listed.

*Electronics Systems Center*, 1966

*General Purpose Ten-Digit Arithmetic on the IBM Card-Programmed Electronic Calculator*, 1951

Research white paper reprint.

*Modern Machine Accounting for the Manufacturer*, undated

*Numerical Evaluation of Integrals of the Form [equation]*, 1951

Research white paper reprint.

*World of Numbers*, 1958

Box 3, Folder 1 K, 1854-1925, undated

Box 3, Folder 2 L, 1877-1934  
Includes some materials for Library Bureau. Proposal/Quote: A 2 1/4" *Combination Pressure Start and Stop Pneumatic Tube System with Gravity Return* (2 copies, 1921 June, Lamson Company).

Box 3, Folder 3 M, 1870-1915

McGill's Patent Fasteners &c. [sic] [advertisement on page from catalog or magazine, [undated.]

1 Item (Ink on paper.; 15 cm x 23 cm.)

Image(s): [McGill's Patent Fasteners &c. \[sic\] \[advertisement on page from catalog or magazine, undated.\]](#)

McGill, George W., 1843-1917, Inventor

Holmes, Booth & Haydens, Advertiser

Office equipment fasteners. Holmes, Booth & Haydens, a Waterbury, Connecticut manufacturer involved in casting, rolling and drawing brass and copper, manufactured the McGill patented fastener invented by George W. McGill.

Illustrated advertisement for McGill's Patent Fasteners, among advertisements for Paul E. Wirt fountain pen, A.W. Faber's lead pencils, Fay Bicycles, Franklin Printing Ink Works ("This Magazine is printed with John Woodruff's Sons' Inks").

Box 7, Folder F.

Local Numbers

AC0060-0002303.tif (AC Scan No.)



Topic: Bicycles -- 1880-1920  
Fasteners  
Office equipment & supplies  
Paper clips  
Washers (Fasteners)

Place: Connecticut -- Waterbury  
Waterbury (Conn.)

Genre/  
Form: Advertisements

McGill's / Patent / Fasteners / Etc., Etc. / for sale here / also card and calendar suspending devices [sample card and point-of-purchase advertisement with price list], [undated.]

*1 Item (Ink and metal on paper.; 15 cm x 23 cm.)*

[Image\(s\): McGill's / Patent / Fasteners / Etc., Etc. / for sale here / also card and calendar suspending devices \[sample card and point-of-purchase advertisement with price list, undated.\]](#)

[Image\(s\): McGill's / Patent / Fasteners / Etc., Etc. / for sale here / also card and calendar suspending devices \[sample card and point-of-purchase advertisement with price list, undated.\]](#)

McGill, George W., 1843-1917, Inventor

Holmes, Booth & Haydens, Manufacturer

Office equipment fasteners. Holmes, Booth & Haydens, a Waterbury, Connecticut manufacturer involved in casting, rolling and drawing brass and copper, manufactured the McGill patented fastener invented by George W. McGill.

Box 7, Folder F.

Local Numbers

AC0060-0002305-01.tif (AC Scan No.: front)

AC0060-0002305-012.tif (AC Scan No.: verso)

Topic: Fasteners  
Office equipment & supplies  
Paper clips  
Washers (Fasteners)

Place: Connecticut -- Waterbury  
Waterbury (Conn.)

Genre/  
Form: Advertisements  
Point-of-purchase displays

Box 3, Folder 4

N, circa 1880-circa 1925

[National stamp affixer, page from National Envelope Sealing catalog], [early 20th century.]

*1 Item*

Warshaw, Isadore, 1900-1969, Collector  
National Envelope Sealing Co., Advertiser  
OPPS Neg. 92-863. Photographer unknown, copyright probably in effect.

Local Numbers

AC0060-0000922.tif (AC Scan No.)

92-863 (OPPS Neg.)

In Office Equipment series, box 4, "National Envelope" folder.

Topic: Office equipment and supplies -- 1930-1940 --  
Photographs  
Postage stamps  
Sealing  
Genre/  
Form: Photomechanical reproductions

Box 3, Folder 5	O, circa 1880-1911
Box 3, Folder 6	P, 1859-circa 1941
Box 3, Folder 7	Q, undated
Box 3, Folder 8	R, 1849-1921

This press is one that has met with marked success... [advertisement and price list], [undated.]

*1 Item (Ink on paper.; 14 cm x 21.5 cm.)*

[Image\(s\): This press is one that has met with marked success... \[advertisement and price list, undated.\]](#)

Rockwell-Barnes Company (Chicago, Ill.), Advertiser

Advertisement for the Universal Improved Fastener Press, brass washers, and paper clips (office equipment fasteners).

Box 7, Folder F.

Local Numbers

AC0060-0002300.tif (AC Scan No.)

Topic: Fasteners  
Office equipment & supplies  
Paper clips  
Washers (Fasteners)  
Place: Chicago (Ill.)  
Illinois -- 1900-1910

	Genre/ Form:	Advertisements
Box 3, Folder 9	S, 1871-1929	
Box 4, Folder 1	S, 1871-1929	
Box 4, Folder 2	T, 1888-1958	
Box 4, Folder 3	U, 1895-1917	
Box 4, Folder 4	V, 1891-1913	
Box 4, Folder 5	W, 1862-1916	
Box 4, Folder 6	X, 1966	Includes Xerox Universal Microfilm Incorporated (UMI).
Box 4, Folder 7	Y, 1902-1927	Predominantly Yaman and Erbe Manufacturing Company.

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## Genre, 1833-1975

Oversize 43, Folder 1-2	Oversize Advertisements, undated
Oversize 150, Folder 1	Oversize Advertisements, undated

### Catalogues

Box 4, Folder 8	A
	Addressograph Company, 1907, 1910
	All-Steel Equipment Company, Incorporated, 1938
	Amberg File and Index Company, 1912
Box 4, Folder 9	A-B
	American News Company, 1906
	American Optical Company, circa 1960

Automatic File and Index Company (AFICO), 1925, 1928

Bigelow Binder Company, undated

Borneman and Company, undated

Box 5, Folder 1      Burroughs, 1919-1941

Box 5, Folder 2      C-E, undated

Davidson Manufacturing Company, 1941

Derby and Kilmer Desk Company, 1884, undated

Desk Exchange, undated

Durant, W. N., Company, circa 1892, 1911

Elbe File and Binder Company, Incorporated, 1931

Box 5, Folder 2      Central States Manufacturing Company, undated

Box 5, Folder 3      F-G

Faries, Robert, 1893

Felt and Tarrant Manufacturing Company, circa 1904

Force, Wm. A., and Company, undated

Frost and Peterson, undated  
Covers missing.

Fort Wayne Printing Company, circa 1926

Gardner Calculator Company, 1926

General Fireproofing Company, undated

Box 5, Folder 4      G

Box 5, Folder 3      Globe Wernike Company, 1900, 1908

Goldsmith Brothers, 1954

Box 5, Folder 5

G-H

Goldsmith Brothers, 1966

Grammes, L.F., and Sons Manufacturers, undated

Gunn Furniture Company, 1926

Hill, B.B., undated

Hoggson and Pettis Manufacturing Company, undated

Box 5, Folder 6

I-L

Illinois Iron Bolt Company, 1886

International Money Machine Company, 1922

Irons, James, undated

Itek Corporation, circa 1967

Lamson Consolidated Store Service Company, circa 1898

Library Filing Cabinet Company, 1902

Lundstrom, C.J., Manufacturing Company, 1922

Box 6, Folder 1

M-P

Macey Company, undated

Marchant Calculating Machine Company, circa 1914

McBee Binder Company, 1926

Millionaire, undated

Mesker and Brother, undated

Moore, John C., Corporation, undated

Peiffer Brothers, undated

Polhemus, John, 1886

Postindex Company, Incorporated, undated

Box 6, Folder 2

R-S

Remington Rand, undated

Roberts Numbering Machine Company, 1912

Safe-Cabinet Company, 1917

Schlight and Field Company, circa 1886  
2 copies of same.

Schmidt, C.A., undated

Schneider, A., 1914  
In German.

Box 6, Folder 3

S-U

Shaw-Walker Company, circa 1905

Shea Smith and Company, 1924

Signature Company, 1913

Sperry Univac, 1975

Underwood Typewriter Company, 1911, undated

Universal Accountant Machine Company, circa 1903

Universal Fixture Corporation, circa 1913

Box 6, Folder 4

V-W

Van Dorn Iron Works Company, 1923

Waddell W.W.W. Company, undated

Walker, Willis C., and Company, circa 1893

Watson Manufacturing Company, undated

Box 6, Folder 5                      Yawman and Erbe Manufacturing Company (Y and E), 1916-1926

Box 7, Folder 1                      Images, 1897, 1833, undated  
Illustrations and prints, a few photographs of office equipment, displays,  
furnishings, office buildings. Some showing people at work.

[Office interior showing staff with desks and equipment : photoprint,], 1933  
*1 Item*

[Image\(s\): \[Office interior showing staff with desks and equipment :  
photoprint,\] 1933.](#)

Warshaw, Isadore, 1900-1969, Collector

OPPS Neg. 92-861. Photographer unknown, copyright probably in effect.

Silver gelatin, autographed, on paper, mounted.

Local Numbers

AC0060-0000897.tif (AC Scan No.)

92-861 (OPPS Neg.)

"NRA" (National Recovery Act) sign on wall. Photographer unidentified.  
Dated 1933 on verso, with autographs.

In Office Equipment series, box 5, "General Images" folder.

Topic:                      National Recovery Act  
                                 Office equipment and supplies -- 1930-1940 --  
                                 Photographs  
                                 Offices -- 1930-1940 -- Photographs  
                                 Signs and signboards -- 1930-1940 -- Photographs  
Occupation:              White collar workers -- 1930-1940 -- photographs.  
Genre/                      Photographs  
Form:                        Photoprints.

Box 7, Folder 2                      Patents, 1874-1916  
Marchant: Calculating-Machine, 1916. Clough: Improvement in Bill-Files, 1874.  
Clough: Improvement in Bill-Files, 1875. Clough: Binder or Holding Device,  
1882. Schmidt: Improvement in Calendar and Pen-Rack, 1878.

Box 7, Folder 3-4                    Product Samples, undated  
The "Secretary" wallet book, budget envelopes, Addressograph address plate,  
[unknown metal object], A.A. Weeks Bill Holder (filled with invoices for Sheahan,

M. - note: invoices folded and brittle), fasteners including card and calendar suspending devices (7 samples missing from board).

Box 7, Folder 5

Serial Publications, 1896-1962

*Beach's Magazine of Business*, 1910 March

Beach, E.H. 1 issue, Vol. 1, No. 12.

*Book-Keeper*, 1896 Christmas

Book-Keeper Company Limited. 1 issue: 1896 December, Ninth Year, No. 6.

*Bookkeeping Today*, 1912-1913

Elliott-Fisher. 2 issues: 1912 October, Vol. I, No. 2; 1913 June, Vol. I, No. 3.

*Pioneer*, 1960-1962

Library Bureau of Remington Rand. 2 issues: 1961-62 Winter; 1960 November-December.

*Punched Card Data Processing*, 1959 July/August

Gille Associates. Formerly Machine Accounting and Data Processing. 1 issue: 1959 July/August, Volume One, Number Five.

*Surveyor*, 1967 March

Monthly employment publication for engineers and scientists. Surveyor Inc. 1 issue: 1967 March, Vol. 2, No. 10.

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Subject, 1892-1963

Box 7, Folder 6

Miscellaneous, 1963, circa 1910, 1892

Clipping: author's query for images related to computers and punchcard equipment from the New York Times Book Review section (1963 April 21). Single periodical page with advertisements for various stationery suppliers (1892). Article reprint, *Telephone Bookkeeping by Machinery* (circa 1910).

Box 7, Folder 7

Warshaw, Research Use Records, 1959

Correspondence and billing for research services performed by Warshaw for IBM in regards to the tabulating machine, with related correspondence from the Library of Congress and Taft-Pierce Manufacturing Company.

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