



Smithsonian

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

## Guide to J & B Manufacturing Company Records

NMAH.AC.0563

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## Collection Overview

<b>Repository:</b>	Archives Center, National Museum of American History
<b>Title:</b>	J&B Manufacturing Company Records
<b>Date:</b>	1903-1924.
<b>Identifier:</b>	NMAH.AC.0563
<b>Creator:</b>	J&B Manufacturing Company. Huldah's Brook, Inc.
<b>Extent:</b>	4 Cubic feet
<b>Language:</b>	English .

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## Administrative Information

### Immediate Source of Acquisition

Collection donated by Benjamin W. Guy III., through Huldah's Brook, Inc., 1996.

### Ownership and Custodial History

Huldah's Brook, Inc. is a Massachusetts corporation which owns the former Southard property including the carriage house in which the records were housed. In 1996 they offered the papers to the Archives Center after first offering them to the nearest Southard heir, who declined them.

### Processing Information

Collection processed by Craig Orr, archivist, 1997.

### Preferred Citation

J&B Manufacturing Company Records, 1916-1924, Archives Center, National Museum of American History.

### Restrictions on Access

Collection is open for research.

### Terms Governing Use and Reproduction

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## Biographical Note

Pittsfield, Massachusetts company which made automobile ignition coils. The company was founded in 1895 by the Southard family and incorporated in 1912.

## Scope and Contents

Papers documenting J&B's manufacture and marketing of automobile parts to car dealers, jobbers and small retailers; correspondence, information on the supply of auto parts to Latin America, reports from jobbers, and information on parts developed and patented by J&B; information on the company itself, including documentation on factory floor operations, labor relations, financial information, and the company's relationship with Ford Motor Company.

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## Arrangement

The collection is divided into ten series.

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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:

- Automobile industry and trade
- Automobile supplies industry
- Industrial relations

Types of Materials:

- Advertising
- Correspondence -- 1900-1950
- Invoices
- Receipts -- 20th century

Names:

- Ford Motor Company.

Places:

- Latin America -- Business

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## Container Listing

### Series 1: General, 1903-1922

Box 1, Folder 1	Patents, 1903 -1921
Box 1, Folder 2	U.S. Government, Correspondence with, 1917
Box 1, Folder 3	Machinery Proposals, 1917 -1922
Box 1, Folder 4	Factory Safety, 1918 Notes: Includes National Safety Council bulletins detailing accidents and an inspection report for the Traveller Insurance Company.
Box 1, Folder 5	Minutes of Directors' and Stockholders' Meetings, 1918 -1921
Box 1, Folder 6	Jacobson Edward B. Royalties Stock and Sales Information, 1918- 1921
Box 1, Folder 7	Correspondence Miscellaneous, 1918 -1922
Box 1, Folder 8	Employee Wages, 1919
Box 1, Folder 9	Income Tax, 1919
Box 1, Folder 10	Shop Bulletins, 1919
Box 1, Folder 11	Employee Group Insurance Plan, circa 1919 -1920
Box 1, Folder 12	Southard George H. Personal, 1919
Box 1, Folder 13	Clam Bake, 1920
Box 1, Folder 14	Bankruptcy Sale, 1924

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## Series 2: Financial Records, 1916-1924

Box 1, Folder 15	Audit Report, 1916
Box 1, Folder 16	Balance Sheets, 1917
Box 1, Folder 17	Statements of Assets and Liabilities, 1919 -1924
Box 1, Folder 18	Monthly Report of Cost of Goods, 1920 -1924

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## Series 3: Advertising Records, 1918-1922

Box 2, Folder 1	Miscellaneous, 1918
Box 2, Folder 2	Walter B. Snow & Staff, January- February 1918
Box 2, Folder 3	Tearsheets, 1920
Box 2, Folder 4	Sales Literature, 1920
Box 2, Folder 5	Kitson & Neumann, 1921
Box 2, Folder 6	Correspondence, January -May 1921
Box 2, Folder 7	Correspondence, June -August 1921
Box 2, Folder 8	Correspondence, September -December 1921
Box 2, Folder 9	Sales Literature, 1922
Box 2, Folder 10	Miscellaneous, 1922
Map-folder 1	Direct By Mail Advertisements, 1922

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## Series 4: Sales Records

Box 3, Folder 1	Sales Report Figures
Box 3, Folder 2	Sales Report Figures
Box 3, Folder 3	Sales Informatio
Box 3, Folder 4	Sales Report

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## Series 5: Sales Manager's Correspondence, 1921-1922

Box 3, Folder 5	General File, August -October 1921
Box 3, Folder 6	General File, November -December 1921
Box 3, Folder 7	Miscellaneous, 1921
Box 3, Folder 8	Inter Departmental Correspondence with George H. Southard, 1921 -1922
Box 3, Folder 9	Circular Letters to Distributors, 1921- 1922
Box 3, Folder 10	Form Letters, 1921 -1922
Box 3, Folder 11	"Report on Conditions in Automotive Industry in Cleveland and Detroit as it relates to the Demand for Magnetos", 1922

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**Series 6: Salesmen's Correspondence with Sales Manager, 1917-1924**

Box 4, Folder 1	Gilbert C. A. Territory to be Covered, 1921
Box 4, Folder 2 -6	Knight Floyd A. Correspondence, March 1917 - December 1918
Box 4, Folder 7	Itinerary, 1921
Box 4, Folder 8	Weekly expense Reports, July- December 1921
Box 4, Folder 9	Monthly Sales Statistics, September- December 1921
Box 4, Folder 10 -12	Correspondence, January - May 1921
Box 5, Folder 1-5	Correspondence, April -December 1921
Box 5, Folder 6	Ianham W. P. Salesman's Reports, 1924
Box 5, Folder 7	Merryman Fred H. Weekly Expense Reports, October -December 1921
Box 5, Folder 8	Merryman Fred H. Monthly Sales Statistics, October 1921 - September 1922
Box 5, Folder 9	Merryman Fred H. Correspondence, September October 1921
Box 6, Folder 1 -5	Merryman Fred H. Correspondence, November 1921 - February 1922
Box 6, Folder 6	Merryman Fred H. Wage Dispute, 1921- 1922
Box 6, Folder 7	Wilson Charles S. Weekly Expense Reports, August- December 1921
Box 6, Folder 8	Wilson Charles S. Monthly Sales Statistics, September -December 1921
Box 7, Folder 9	Wilson Charles S. Correspondence, August -September 1921
Box 7, Folder 1 -7	Wilson Charles S. Correspondence, October 1921 - December 1922
Box 7, Folder 8	Young Milton Correspondence, 1920

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## Series 7: Correspondence with Customers, 1916-1922

Box 8, Folder 1	APCO Manufacturing Company, 1918
Box 8, Folder 2	Benton Bailey Company, 1918 & 1922
Box 8, Folder 3	Cuno Engineering Corporation, 1920
Box 8, Folder 4 -9	Henry Ford & Sons / Ford Motor Company, January 1918 - December 1919
Box 9, Folder 1- 4	Henry Ford & Sons / Ford Motor Company, January 1920-December 1921
Box 9, Folder 5	F. S. Hardy & Company, 1922
Box 9, Folder 6	I-Ersig Hart Company / I Ersig Auto Supply, 1918 -1924
Box 9, Folder 7	Motor Accessory & Tire, 1922
Box 9, Folder 8	Motor Appurtances Corporation, 1916
Box 10, Folder 1-2	Post & Lester Company, 1917 - 1918
Box 10, Folder 3	Post & Lester Company, 1920
Box 10, Folder 4	Post & Lester Company, 1922
Box 10, Folder 5	Schultz Auto Supply Company, 1917 -1922
Box 10, Folder 6	Van Camp Hardware & Iron Company, 1921

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## Series 8: Automobile Trade Groups and Shows, 1916-1923

Box 10, Folder 7	Automotive Equipment Association: Miscellaneous, 1916-1922
Box 10, Folder 8 -10	Automotive Equipment Association:Bulletins, 1920-1922
Box 10, Folder 11	Newsletter, 1921
Box 11, Folder 1	Automotive Equipment Association, correspondence, 1919
Box 11, Folder 2	Automotive Equipment Association, correspondence, 1920
Box 11, Folder 3	Automotive Equipment Association, correspondence, 1921-01-1921-06
Box 11, Folder 4	Automotive Equipment Association, correspondence, 1919 - 1921
Box 11, Folder 5	Automotive Equipment Association: Correspondence re: Catalog, 2
Box 11, Folder 6	Automotive Equipment Association: Correspondence, 1922
Box 11, Folder 7	Automotive Equipment Association: Boston Automobile Show, 1923
Box 11, Folder 8	Automotive Equipment Association: Chamber of Commerce of the United States, circa 1919 and 1921
Box 11, Folder 9	Automotive Equipment Association: Chicago Automobile Accessory Manufacturers, 1918
Box 11, Folder 10	Automotive Equipment Association: Motor and Accesory Manufacturers Association, 1918
Box 11, Folder 11-12	National Association of Automobile Accessory Jobbers: Bulletins, 1918
Box 12, Folder 1	National Association of Automobile Accessory Jobbers:Correspondence, 1918
Box 12, Folder 2	National Association of Automobile Accessory Jobbers: Form 4, 1918
Box 12, Folder 3	National Automobile Shows of, 1918
Box 12, Folder 4	National Hardware Association, 1918
Box 12, Folder 5	Ohio Automotive Trade Association Auto Show, 1921

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## Series 9: Miscellaneous

Box 12, Folder 6	American Defense Society, Inc., 1920-1921
Box 12, Folder 7	El Automovil Americano, 1921

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## Series 10: Berkshire Magneto Company, 1922

Box 12, Folder 8-9      Correspondence with Hawthorne Brothers, 1922

Griswold Direction Indicator [Company], Syracuse, New York, Photographs

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