



Smithsonian Institution Archives

Registered Forms, 1961-1991

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Table of Contents

Collection Overview	1
Administrative Information	1
Descriptive Entry.....	1
Names and Subjects	1
Container Listing	2

Collection Overview

Repository:	Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Title:	Registered Forms
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Creator::	Smithsonian Institution. Office of Financial and Management Analysis
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Administrative Information

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Descriptive Entry

This accession consists of forms used by bureaus throughout the Smithsonian Institution (SI) that have been registered with the Office of Financial and Management Analysis. The records contain the most recent versions of the forms, along with prior versions and rough drafts. Some files contain correspondence regarding the history and composition of the forms, and order forms for duplication of the forms.

Names and Subject Terms

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

Subjects:

Business -- Forms
Museum finance
Museums -- Administration

Types of Materials:

Manuscripts

Container Listing

Box 1

Box 1 of 9	2449-SI 1-Part Marginally Punched Continuous Form (SI Libraries)
Box 1 of 9	2073-SIFL Form Letter: Reply & Referral re: American Presidents
Box 1 of 9	1948-Government Services Administration (GSA) Self-Service Shopping Plate
Box 1 of 9	SIFL-1875F Letter re: Application for SI Fellowship
Box 1 of 9	SIFL-1875A Referee Letter for Post-Doctoral Fellowship
Box 1 of 9	1832-SI Release (Unconditional)
Box 1 of 9	1831-SI Release (Conditional)
Box 1 of 9	SIFL-2543 Form Letter for Identification of Objects
Box 1 of 9	135-SF Records Transmittal & Receipt
Box 1 of 9	135A-SF Records Transmittal & Receipt (Cont. Sheet)
Box 1 of 9	115A-SF Request for Authority to Dispose of Records (Cont. Sheet)
Box 1 of 9	115-SF Request for Authority to Dispose of Records
Box 1 of 9	SI-645 Revised List of Standard and Optional Forms
Box 1 of 9	SI-3794 Description & Competitive Information
Box 1 of 9	GPO-1026A Specifications for Marginally Punched Continuous Forms
Box 1 of 9	2925A-SI Forms Processing Log
Box 1 of 9	SF-276 Machine Reset (Reference Only)
Box 1 of 9	GSA-312 Daily Motor Vehicle Trip Ticket
Box 1 of 9	SI-2079 Forms Management Information System Code Sheet

Box 1 of 9	SI-348 Mail Control Form
Box 1 of 9	JCP-5 Annual Plant Inventory
Box 1 of 9	SI-668 Astrophysical Observing Station Financial Report
Box 1 of 9	SI-667 Production Release
Box 1 of 9	SI-709 Purchase Order (Smithsonian Astrophysical Observatory - SAO Cambridge) (Fed)
Box 1 of 9	SI-710 Purchase Order (SAO Cambridge) (Private)
Box 1 of 9	SI-270 Correspondence Index Cards
Box 1 of 9	SI-720 Secretary's Correspondence Record
Box 1 of 9	SI-603 Application for Woodrow Wilson International Center for Scholars (WWICS)
Box 1 of 9	SI-608 Acknowledgment of Receipt of Fellowship Application
Box 1 of 9	SI-609 Reply Postcard
Box 1 of 9	SI-2216 Record Card
Box 1 of 9	1728-SI Serial Record Card (Annual)
Box 1 of 9	1648-SI Request for Publication
Box 1 of 9	1649-SI Acknowledge re: Receipt of Publication
Box 1 of 9	1650-SI Acknowledge re: Receipt of Publication & WWICS Name on the Mailing List
Box 1 of 9	SI-3798 Annual Food Service Survey
Box 1 of 9	SI-287 Motor Index
Box 1 of 9	SI-488 Official Business Parking Permit
Box 1 of 9	SI-885C Book Slip (National Zoological Park - NZP)

Box 1 of 9	865-SI Binding Request
Box 1 of 9	2839-OT General Interest Survey - Physical Fitness Facility
Box 1 of 9	2532A-SI Bank Deposit Envelope - Parking
Box 1 of 9	SI-110 Number Control Log
Box 1 of 9	1416-SI Mail & Messenger Log for Special Messenger
Box 1 of 9	2447-SI Library Receiving Report Card (Marginally Punched Tab Card)
Box 1 of 9	865B-SI Binding Request (3-Part Blue)
Box 1 of 9	853-SI Serial Control Record
Box 1 of 9	SIFL-10 Request for Shipping Instruction Form U.S. Dispatch Agent
Box 1 of 9	28-FL Notice of Shipment & Request for Acknowledgment
Box 1 of 9	SI-3592 Library Book Slip
Box 1 of 9	SI-3590 Library Request Slip
Box 1 of 9	3395-SI Microfilm Decision Form
Box 1 of 9	SI-3253 SI Libraries Pre-Cataloging Inventory
Box 1 of 9	SI-57 Due Date Book Slip
Box 1 of 9	86-FL Specifications for Patents
Box 1 of 9	106-FL Inter-Library Loan Request for Other Than Library of Congress for National Museum of History and Technology (NMHT)
Box 1 of 9	123-SF Application for Donation of Surplus Personal Property
Box 1 of 9	SI-555A Book Slip
Box 1 of 9	SI-555 Checklist of Requirements for NMHT Sponsored Social Events
Box 1 of 9	SI-555B Book Slip

Box 1 of 9	SI-555C Book Slip
Box 1 of 9	SI-686 Temporary Catalog Slip
Box 1 of 9	SI-742 Library Material Mailing Label
Box 1 of 9	SI-775 Acronym Coding Sheet
Box 1 of 9	SI-855 Book Slip
Box 1 of 9	SI-314 (OT) Office Supply Questionnaire
Box 1 of 9	SF-1026 Contract for Marginally Punched Continuous Forms
Box 1 of 9	SI-4081 Notice to Originators
Box 1 of 9	SI-4082 Notice of Clearance
Box 1 of 9	SI-4030 Statement of Expense
Box 1 of 9	OF-13C Form Design Guide
Box 1 of 9	13B-OF Form Design Sheet
Box 1 of 9	13A-OF Form Design Guide Sheet
Box 1 of 9	13-OF Form Design Guide Sheet (Open Type)
Box 1 of 9	SI-2256B Cumulative Data for End of Year Report (Directives)
Box 1 of 9	2592-SI Flag Data Questionnaire
Box 1 of 9	SI-2752 Distribution Survey
Box 1 of 9	SI-3710 Office of Management and Budget (OMB) Circulars, Bulletins & Implementation of
Box 1 of 9	2068-B-GSA Request for Automatic Data Processing (ADP) Services (Communications)
Box 1 of 9	1642-GSA Straight Bill of Lading
Box 1 of 9	GSA-13313 Interagency Motor Pool Authorization

Box 1 of 9 2028-SI Request for Personnel Action Log

Box 1 of 9 SI-2258 Handbook Information Sheet

Box 1 of 9 2534-SI Ticket Order

Box 1 of 9 2437-SI Needle Sort Cards

Box 1 of 9 SI-2691 Request for Bus Service to NBS Lecture

Box 1 of 9 SIFL-2595 Acknowledgment Receipt of Foreign Currency Program Proposal

Box 1 of 9 2467-SI Letterhead - Plain- Marginally Punched Paper

Box 1 of 9 SI-2446B Plain Optical Scanner Paper

Box 1 of 9 2449-SI Marginally Punched Index Card (1-Part)

Box 1 of 9 1830-SIFL General Reply for 35 MM Color Slides

Box 1 of 9 1829-SIFL Reply Pertaining to Rental of Slides

Box 1 of 9 1828-SIFL Reply Pertaining to Loan of Visual Material

Box 1 of 9 SI-2899 SI Employees Recreation Association Ballot

Box 1 of 9 2836-SI Forms Project Status Card

Box 1 of 9 SI-3012 [Calendar]

Box 1 of 9 1141-SI Mail Log

Box 1 of 9 824-SI Bureau/Office Project Report - International Year of Disabled Persons

Box 1 of 9 SI-660 Electricity & Modern Physics Catalog Card

Box 1 of 9 SI-666 Request for Overtime/Compensatory Time

Box 1 of 9 SI-2965 Application for Project Support

Box 2

Box 2 of 9	SI-2965 Application for Project Support
Box 2 of 9	SI-3016 Acknowledgment of Grant Application
Box 2 of 9	SI-3477 Technical Assistance Report
Box 2 of 9	SI-3508 Native American Museum Program Survey
Box 2 of 9	SI-3532 Travel Reimbursement
Box 2 of 9	SI-3533 Applicant Response Card
Box 2 of 9	SI-3619 Financial Agreement
Box 2 of 9	SI-4039 Federal Tax Form Forwarding Address
Box 2 of 9	SI-4095 Marine Station Link Port
Box 2 of 9	SI-188 SFCP Control Card
Box 2 of 9	SI-523 Routing Slip & Instructions for Staff Review of a Smithsonian Fellowship Application
Box 2 of 9	523A-SI Routing Slip & Instructions for Staff Review of Smithsonian Fellowship Applications
Box 2 of 9	SIFL-726 Letter to Past Smithsonian Fellows (RCS-18)
Box 2 of 9	SIFL-726 through SIFL-730 Fellowship Program Survey
Box 2 of 9	SIFL-727 Letter to Past Smithsonian Fellows (RCS-18)
Box 2 of 9	SIFL-729 Letter to Past Smithsonian Fellows (RCS-18)
Box 2 of 9	SI-730 Fellowship Program Survey (RCS-18)
Box 2 of 9	SI-728 Fellowship Program Survey (RCS-18)
Box 2 of 9	819-SI Application for SI Fellowship in Materials Analysis (RCS-29)
Box 2 of 9	819A-SIFL Letter to Referees for Applicants to SI Fellowship in Materials Analysis (RCS-29)

Box 2 of 9	819B-SIFL Letter Applicants for the Fellowship (RCS-29)
Box 2 of 9	SI-2792 Confirmation Form - Workshop Series
Box 2 of 9	2792A-SIFL Notification Card - Smithsonian Workshop Series
Box 2 of 9	SI-3376 Film Request Form
Box 2 of 9	SI-3377 Catalogue Worksheet
Box 2 of 9	3390-SIFL Intern's Exit Clearance
Box 2 of 9	SI-3484 Applicants for Faculty Research Fellowships
Box 2 of 9	SI-3558 Application for C.E.'s Program
Box 2 of 9	SI-3600 Environmental Sciences Steering Committee
Box 2 of 9	SI-3652 Selection Committee Worksheet
Box 2 of 9	SI-3652A Selection Committee Worksheet
Box 2 of 9	SI-3715 Business Reply Card
Box 2 of 9	SI-3718 James E. Webb
Box 2 of 9	SI-3724 A
Box 2 of 9	SI-3879 James Renwick Fellowship Application
Box 2 of 9	SI-3880 Application for SI Fellowship in Materials Analysis
Box 2 of 9	SI-3933 Routing Slip & Instructions for Staff Review of SI Fellowship Applications
Box 2 of 9	SI-3933A Routing Slip & Instructions for Staff Review of SI Fellowship Applications (Science Disc.)
Box 2 of 9	SIFL-2833 Letter to Applicants for 10-Week Graduate Appointment (RCS-31)
Box 2 of 9	SIFL-2833C Letter to Referees for 10-Week Graduate Appointment (RCS-31)
Box 2 of 9	SI-818 Smithsonian Institution Mail Log

Box 2 of 9	SI-619 Submission of FDS Reports (Contracts)
Box 2 of 9	SI-492 Purchase Journal
Box 2 of 9	SI-249 Signing In Sheet
Box 2 of 9	91A-SF Investigation Report of Motor Vehicle Accident
Box 2 of 9	OF-21 Cross Reference Sheet
Box 2 of 9	32-SF General Provisions (Supply Contract)
Box 2 of 9	2848-SIFL Salary Reductions for Tax Deferrals on TIAA Retirement Contributions
Box 2 of 9	SI-2520 Smithsonian Mailing System
Box 2 of 9	1685-GSA Supplemental Provisions (Utility Service Contract)
Box 2 of 9	1869-SI Suspense File
Box 2 of 9	SI-165 Scheduling Form
Box 2 of 9	SI-622 Literature Search
Box 2 of 9	SI-626 Porifera Data Sheet
Box 2 of 9	1661-SI Helminthological Collection Transaction Card
Box 2 of 9	SI-3792 Arecaceae Inventory
Box 2 of 9	SI-3791 U.S. National Herbarium Dept. Botany
Box 2 of 9	SI-3783 Orchid Inventory
Box 2 of 9	SI-3495 Invertebrate Zoology (IZ) Museum Support Center (MSC) Data Sheet
Box 2 of 9	2143-SIFL Loan of Bird Specimens
Box 2 of 9	1031-SI Drop Tags (Exchange Transfer)

Box 2 of 9	SI-796B Identification Card
Box 2 of 9	1217-SI Money Transmittal Report
Box 2 of 9	2068-GSA Request for ADP Service
Box 2 of 9	SI-904 SI Determination & Findings
Box 2 of 9	149-SF U.S. Government National Credit Card
Box 2 of 9	148-SF Order for Supplies or Services Schedule-Continuation (10-Part SNAP-OUT)
Box 2 of 9	148-SF Order for Supplies or Services Schedule-Continuation (6-Part SETS)
Box 2 of 9	SF-129 Bidder's Mailing List Application
Box 2 of 9	98-SF Notice to Intention to Make a Service Contract & Response to Notice
Box 2 of 9	99-SF Notice to Award of Contract
Box 2 of 9	36-SF Continuation Sheet
Box 2 of 9	33-SF Solicitation, Offer & Award
Box 2 of 9	33A-SF Solicitation Instructions & Conditions
Box 2 of 9	23-SF Construction Contract
Box 2 of 9	23A-SF General Provisions
Box 2 of 9	24-SF Bid Bond
Box 2 of 9	25-SF Performance Bond
Box 2 of 9	25A-SF Payment Bond
Box 2 of 9	SF-25B Continuation Sheet for SF's 24, 25, 25A
Box 2 of 9	26-SF Award/Contract
Box 2 of 9	20-SF Invitation for Bids (Construction Contract)

Box 2 of 9	SF-21 Bid Form (Construction Contract)
Box 2 of 9	SI-21 Distribution of Allotments
Box 2 of 9	22-SF Instructions to Bidders
Box 2 of 9	19-SF Invitation, Bid & Award
Box 2 of 9	19-SF (SF-19R) Invitation, Bid & Award (Reverse Only)
Box 2 of 9	SF-19A Labor Standards Provisions
Box 2 of 9	SI-3804 Shop Repair Order
Box 2 of 9	SI-3319 Relamping Survey (Interior)
Box 2 of 9	Si-3884 Road Test Exam
Box 2 of 9	SI-3827 Hazardous Materials Bill of Lading
Box 2 of 9	SI-186 Permission Slip
Box 2 of 9	SI-3872 Vehicle Loan Request
Box 2 of 9	19B-SF Representations & Certifications
Box 2 of 9	18-SF Request for Quotations
Box 2 of 9	OF-17 Sealed Bid Label
Box 2 of 9	19-PC (Dept. of Labor) Minimum Wage Determination
Box 2 of 9	SI-3303 Supply Division Stock Requisition
Box 2 of 9	1333-SI Smithsonian Institution Memorandum
Box 2 of 9	SI-368 Contractor's Assignment of Refunds, Rebates & Credits
Box 2 of 9	2841-SI Warning Tag
Box 2 of 9	SI-2794 Marine Mammal Data Record
Box 2 of 9	2801-SI Model Agreement - Non-SI

Box 2 of 9	2810-SIFL "Intern '78" Applicant
Box 2 of 9	SI-2812 Acknowledgment of Gift
Box 2 of 9	2820-SI Tape Control Log
Box 2 of 9	SI-2821 Editorial Checklist
Box 2 of 9	SI-2826 Declaration of Foreign Shipper
Box 2 of 9	2974-SI Routing Slip
Box 2 of 9	2974A-SI Request for Information for Response to Questionnaire
Box 2 of 9	SI-3023 Sending/Receiving Report (Illustrations)
Box 2 of 9	SI-3022 Illustration Locator File
Box 2 of 9	SI-2984D Speaker Agreement
Box 2 of 9	2943-SI Specimen Documentation Sheet
Box 2 of 9	2917-SIFL Transmittal of a New Set of Agreement Forms for an Exhibition
Box 2 of 9	2916-SIFL Transmittal of Tentative Agreement Form for an Exhibition
Box 2 of 9	SI-2912 Examination Worksheet
Box 2 of 9	SI-2871 Invoice Batch Control Sheet
Box 3	
Box 3 of 9	SI-2850 Listing of Foreign Currency for Deposit
Box 3 of 9	SI-2828 Declaration of Smithsonian Institution Traveling Exhibition Service (SITES) Registrar
Box 3 of 9	SI-2838 Change of Address Postcard
Box 3 of 9	SI-2849 Card Out
Box 3 of 9	2564-FL Acknowledgment of Reprints

Box 3 of 9	SI-2548 Work Request MEP
Box 3 of 9	SI-2540 Chapter Cover Sheet
Box 3 of 9	SI-2641 Order for Tape Duplication
Box 3 of 9	SI-2633 New Acquisition Slip
Box 3 of 9	SI-2627 Receipt for Material from the Office of the Registrar
Box 3 of 9	2625-SI Ethnic American Information Sheet
Box 3 of 9	2612-SI Application for Volunteer Museum Teacher (Docent)
Box 3 of 9	2603-SI Ethnic Tour Receipt Form
Box 3 of 9	SI-2598 Insect Label Card
Box 3 of 9	2577A-SI Interest at End of Museum Visit
Box 3 of 9	SI-2570 National Associate Complaint/Inquiry Form
Box 3 of 9	SI-2523 Core & Sediment Collection Data Sheet
Box 3 of 9	2514-SI Data Specifications
Box 3 of 9	2510-SI Out Slip
Box 3 of 9	2506-SI Inventory Card
Box 3 of 9	2383-SIFL Reproduction of Historic Newspapers
Box 3 of 9	2374-SI Action Log
Box 3 of 9	2367-SI Cetacean Data Record
Box 3 of 9	2362-SI Collections Management Services Unit Work Order
Box 3 of 9	SI-2280 Registration Centennial Exhibit Object Record
Box 3 of 9	SI-2278 Application (For Teenage Volunteers - Summers Only)

Box 3 of 9	2262-SI Seminar Expenses - Vouchering
Box 3 of 9	SIFL-2249 Teachers' Questionnaire on Publication, Art to Zoo
Box 3 of 9	SI-2243 Order Coding Worksheet
Box 3 of 9	2234-SI Research & Scholarship in Science Time Allocation Report
Box 3 of 9	SI-2230 Evaluation Form for Selected Studies (RCS-21)
Box 3 of 9	SI-2211A Drawer Label (C)
Box 3 of 9	SI-2211B Drawer Label (R)
Box 3 of 9	SI-2217 Research Data Sheet
Box 3 of 9	SI-2217A Research Data Sheet
Box 3 of 9	SI-2208 Mammal Specimen Label
Box 3 of 9	2201-SI Time Sheet
Box 3 of 9	SI-2194 Catalog Card
Box 3 of 9	SI-2193 Edison & the Electrical Age Catalog Card
Box 3 of 9	2181-SI Work Control Schedule & Time Planning Chart
Box 3 of 9	SI-2172 Cashier Balance Verification
Box 3 of 9	2167-SIFL Thank You Letter
Box 3 of 9	2160A-SI Catalog List Continuation Sheet
Box 3 of 9	2160-SI Catalog List
Box 3 of 9	1968-SI Report of Examination & Treatment - National Collection of Fine Arts (NCFA)
Box 3 of 9	1967-SI Report of Examination & Treatment - Conservation Fine Arts/Portrait Gallery (FAPG) (Painting)
Box 3 of 9	1964-SI Data Sheet for Carabidae

Box 3 of 9	1947-SI Marine Mammal Data Sheet
Box 3 of 9	1946-SI Living Bivale Data Sheet
Box 3 of 9	1945-SI Bird Data Sheet
Box 3 of 9	1942-SI Data Sheet
Box 3 of 9	1941-SI Data Sheet
Box 3 of 9	1940-SI Data Sheet
Box 3 of 9	1926-SIFL Reprint Request (Cephalopods)
Box 3 of 9	1921-SI Entomology Record Card
Box 3 of 9	SI-2089 Specimen Reference Sheet
Box 3 of 9	2087-SI Data Extraction Sheet
Box 3 of 9	SI-2082 Schedule of Meetings (Office of Equal Opportunity)
Box 3 of 9	SI-2071 SI Mailing System Request Form
Box 3 of 9	2069-SI Reading Is Fundamental (RIF) Project Plan for Right to Read Program
Box 3 of 9	SI-2063 Invitation to RIF Board
Box 3 of 9	SI-2058 Special Events Expense Worksheet
Box 3 of 9	2038-SIFL Information re: Shipment or Purchase Order
Box 3 of 9	SI-2018 Coleoptera Division Worksheet
Box 3 of 9	SI-1991 Foreign Currency Program Financial Report
Box 3 of 9	1927-SI Hewlett-Packard Model 9810 Computer Form
Box 3 of 9	SI-1973 Shop Work Order
Box 3 of 9	1970-SI Notice of Service & Inspection Due

Box 3 of 9	SIFL-2159 Delegation of Authority for Small Purchasing
Box 3 of 9	SI-2154 Workshop Schedule
Box 3 of 9	SI-2146 Petrology Loan File
Box 3 of 9	SIFL-2149 Notice of Arrival of Exchange Publications
Box 3 of 9	2150-SI Anthropological Film Conference
Box 3 of 9	2139-SI Request for Art Services
Box 3 of 9	SI-2127 MONO Species Form 2
Box 3 of 9	SI-2126 MONO Species Form 1
Box 3 of 9	2112-SIFL Postcard: Pertaining to Immediate Return of Loaned Bird Specimen (Domestic Use)
Box 3 of 9	2111-SIFL Postcard: Pertaining to Immediate Return of Loaned Bird Specimen (Foreign Use)
Box 3 of 9	2106-SI Supplies & Equipment for Festival Craftsmen
Box 3 of 9	SI-2105 Supplies & Equipment for Festival Cooks
Box 3 of 9	2092-SIFL Multi-Lingual Reprint Request Postcard
Box 3 of 9	SI-3619A Application Form & Instructions
Box 3 of 9	SI-3619B Projected Participant Budget
Box 3 of 9	SI-3620 Auxiliary Activities Pass
Box 3 of 9	SI-3615 On-Site Workshop Program Evaluation Form
Box 3 of 9	SI-3627 Evaluation Survey, 1984
Box 3 of 9	SI-3672A Survey of International Training
Box 3 of 9	2512-SI Financial Report for Grants

Box 3 of 9	2512A-SI Invoice - National Museum Act
Box 3 of 9	96-SI National Museum Act Grant Contract
Box 3 of 9	96A-SI Grant Contract, General Terms & Conditions
Box 3 of 9	96B-SI Information Sheet for National Museum Act Grants
Box 3 of 9	191-SI Locality File
Box 3 of 9	192-SI Donor File
Box 3 of 9	193-SI Catalog File
Box 3 of 9	SI-220 Requisition for Fabric Identification, Cleaning & Preservation Services
Box 3 of 9	2396-SI Graphics Registry Card
Box 3 of 9	SI-1750 Charge-Out Record
Box 3 of 9	2667-SI Permission to Photograph
Box 4	
Box 4 of 9	SI-2649 Loan Agreement Form
Box 4 of 9	SI-2648 Location Change Request
Box 4 of 9	2646A-SI Notification of Incoming Shipment
Box 4 of 9	SI-2646 Request for Shipping/Packing Services
Box 4 of 9	SI-1290 Temporarily Removed Card
Box 4 of 9	1768A0-SI Painting Report Form (RCS-24)
Box 4 of 9	SI-1745 Request for Removal or Change of Location
Box 4 of 9	1743-SI Supplies Order Form
Box 4 of 9	1742-SI Frame Conservation Lab Location Log
Box 4 of 9	SI-1668 Telephone Memorandum

Box 4 of 9	1406-SI National Museum of American Art (NMAA) Correspondence Control
Box 4 of 9	1392-SI Application for Art Information Guide
Box 4 of 9	1305-SI Service Request - Restoration & Frame Shop
Box 4 of 9	2853-SI Request for Permission to Reproduce Photos of Portraits for Publication
Box 4 of 9	SI-2746 Agreement for Museum Loan
Box 4 of 9	2643-SI Inventory of American Paintings
Box 4 of 9	2212-SI Permission to Purchase Photographs from Frick Art Reference Library
Box 4 of 9	SI-2051 Photo Labels
Box 4 of 9	SI-3503 Picture Labels (Catalog Form)
Box 4 of 9	2050-SI National Portrait Gallery (NPG) Collection Photo Label
Box 4 of 9	SI-2264 First Aid Case Record
Box 4 of 9	SI-3115 Diver Experience Questionnaire
Box 4 of 9	SI-3971C Freer/Sackler Gallery
Box 4 of 9	SI-3971A Freer/Sackler Archives
Box 4 of 9	SI-3971B Freer/Sackler Gallery
Box 4 of 9	SI-3971 Freer/Sackler Gallery
Box 4 of 9	SI-4033 Sackler - Group Registration Form
Box 4 of 9	SI-3844 Memorandum to the Registrar
Box 4 of 9	SI-446 Record of Laboratory Examination
Box 4 of 9	SI-3986 Bone & Horn

Box 4 of 9	SI-414 Receipt of Art Object
Box 4 of 9	SI-440 Application to Borrow Study Collection Material
Box 4 of 9	SI-442 Authorization to Remove Objects from the Gallery
Box 4 of 9	SI-443 Shipping Order
Box 4 of 9	SI-4022 Deed of Gift Freer Gallery (Donor)
Box 4 of 9	SI-4022A Deed of Gift Freer Gallery (Gallery)
Box 4 of 9	SI-3570 Reproduction Request
Box 4 of 9	1746-SI Request to Use Freer Gallery Auditorium
Box 4 of 9	698-SI Security Services Division Assignment Card
Box 4 of 9	SI-768 Lost & Found Claim
Box 4 of 9	299-SI Squad Leader's Daily Activity Report
Box 4 of 9	SI-4092 Office of Protection Services (OPS) Routing Slip
Box 4 of 9	SI-4089 Weapons Issue Card
Box 4 of 9	1904D-SI SI Official Identification Credential (Temporary Employee-Public Areas Only)
Box 4 of 9	1904E-SI Special Police ID Card
Box 4 of 9	1904G-SI Investigator's ID Card
Box 4 of 9	1904F-SI Guard ID Card
Box 4 of 9	SI-3918 HSD Monthly Report (Continued)
Box 4 of 9	SI-3917 Initial Medical Questionnaire
Box 4 of 9	SI-3463 3x5 Card - Personnel Security
Box 4 of 9	3398-SI Parking Lot/Space Assignment Card

Box 4 of 9	SI-3041 SI Letter Requesting Public Health
Box 4 of 9	SI-3784A Diver's Annual Medical History
Box 4 of 9	2588-SI Confirmation of Stock Item Number Assigned
Box 4 of 9	SI-3695 Forms Index Record
Box 4 of 9	SI-3526 Incoming Control Sheet
Box 4 of 9	2045A-SI Temporary Parking Permit (SI Employees)
Box 4 of 9	SI-2669 Protection Division Daily Blotter
Box 4 of 9	3427-SI Parking Lot Check Sheet
Box 4 of 9	SI-3442 Intern "82" Form Letter
Box 4 of 9	SI-941A Form Control Sheet (Items Stocked in Supply)
Box 4 of 9	SI-939 Quick Reference Card
Box 4 of 9	SI-938 Monthly Statistical Report
Box 4 of 9	SI-930 Request for Services of Conservation Analytical Laboratory
Box 4 of 9	SI-924 Packing List & Instructions
Box 4 of 9	SI-923 Packaging & Handling Report
Box 4 of 9	SI-916 Counter Data Sheet
Box 4 of 9	SI-913 Shipping Label
Box 4 of 9	SI-906 & 906A Invoice Worksheet
Box 4 of 9	SI-907 Museum of History & Technology Travel Log Sheet
Box 4 of 9	SI-908 Film Record
Box 4 of 9	896-SI Delivery Receipt (Supply Dept.)
Box 4 of 9	SI-883 Customer Service Form

Box 4 of 9	880-SI Request for Diving Physical Memorandum
Box 4 of 9	SI-995A Handout for National Zoological Park (NZN) Police Report
Box 4 of 9	994-FL Non-Receipt for Transfer Order for Excess Property
Box 4 of 9	985A-FL Follow Up Memorandum for Supply #2
Box 4 of 9	984-SI Monthly Statistical Report
Box 4 of 9	983-SI Larval Chaetotaxy - Medical Entomology Project (MEP)
Box 4 of 9	982-SI Pupal Chaetotaxy - MEP
Box 4 of 9	SI-965 Accession Data Worksheet
Box 4 of 9	961-SI Authorization for Release of Medical Information/Record
Box 4 of 9	SI-960 Reprint Request Card
Box 4 of 9	SI-958 Cross Reference Sheet
Box 5	
Box 5 of 9	FL-953 Letter of Transmittal for From SI-600
Box 5 of 9	SI-941 Form Control Sheet
Box 5 of 9	842-SI Red-Line Card
Box 5 of 9	SI-840 Specimen Identification Card
Box 5 of 9	SI-839 Data Change Notification Card
Box 5 of 9	SI-833 Teacher's Evaluation "Museum Idea" Questionnaire (RCS-33)
Box 5 of 9	829-SI Transaction Record Card
Box 5 of 9	827-SI Issue & Receipt Forms
Box 5 of 9	SI-806 Field Data Record (Lined) & SI-806A Field Data Record (Unlined) & SI-806B

Box 5 of 9	801A-SI Numerical Coding & Instructions for Form SI-801
Box 5 of 9	801-SI Standard Photo Data
Box 5 of 9	SI-781 Liability Statement & Permission Request for Children's Summer Program
Box 5 of 9	SI-637 Fabrication Worksheet
Box 5 of 9	FL-737 Reply to Inquiry re: Photographic Collections & Services
Box 5 of 9	SI-733 Special Typist Instructions Sheet
Box 5 of 9	SI-731 Receipt of Delivery
Box 5 of 9	SI-723 Sign In & Out Register
Box 5 of 9	SI-717 Book of Specimen Record
Box 5 of 9	SI-703 Tropical Biology Roundtable Meeting Announcement
Box 5 of 9	SI-679 Manuscript Appraisal
Box 5 of 9	SI-658 Reprint Mailing Card
Box 5 of 9	SI-658A Reprint Mailing Card #11
Box 5 of 9	FL-656 Designation & Authority of Contracting Officer's Representative
Box 5 of 9	SI-648 Mollusks Catalog Sheet
Box 5 of 9	SI-697 Freeze Dry Laboratory Data Card
Box 5 of 9	693-SI Hubert G. Seaman Collection Specimen Label
Box 5 of 9	SI-687 Endangered Species Sheet
Box 5 of 9	SI-684 Bicycle Commuting Questionnaire
Box 5 of 9	SI-639 Parking Release
Box 5 of 9	634-SI Lot Check Sheet

Box 5 of 9	779-SI Paleobiology Field Label
Box 5 of 9	SI-770 Photo Label (Smithsonian Office of Anthropology [SOA] Bureau of American Ethnology [BAE] Collection)
Box 5 of 9	SI-767 Participant's Release
Box 5 of 9	SI-764 Tally Sheet for Tour Evaluation
Box 5 of 9	SI-748 Request for Authorization for Payroll Deductions
Box 5 of 9	SI-756 Series Edition Slip
Box 5 of 9	SI-759 Accessioning Control Form
Box 5 of 9	SI-760 Authorization to Charge Business Lunches
Box 5 of 9	SI-740 NMHT Shelf Inventory, Header 1/2
Box 5 of 9	SI-739 Divisional Changes Sheet
Box 5 of 9	FL-635 Reply to Request for Information on Automobiles
Box 5 of 9	520-SI Annual Vehicle Inventory - Trust
Box 5 of 9	520A-SI Vehicle Listing - Trust
Box 5 of 9	FL-529 Reply to Routine Numismatic Inquiry
Box 5 of 9	SI-515 Mailing List Card
Box 5 of 9	FL-512 Negative Reply to Request for Genealogical or Heraldic Research
Box 5 of 9	SI-415 Recommendation for Curatorial Personnel Action - Professional Accomplishments and Evaluation Committee (PAEC)
Box 5 of 9	SI-412 Mating Data Sheet
Box 5 of 9	SI-307 Private Fund Accountability Card
Box 5 of 9	SI-304 Non-Accessioned Acquisitions Guide Card

Box 5 of 9	SI-300 Budget Proposal
Box 5 of 9	SIFL-292cl Attachment #3 to SIFL-292
Box 5 of 9	SIFL-288 Letter Referring Photo Services to Bureau of Indian Affairs, etc.
Box 5 of 9	SI-267 Shop Work Request
Box 5 of 9	SI-263A Sample Information Sheet (Continuation)
Box 5 of 9	SI-263 Sample Information Sheet
Box 5 of 9	SI-262 Report of Use of Radioactive Materials
Box 5 of 9	SI-261 Radioactive Waste Disposal Report
Box 5 of 9	SI-260 Report of Receipt of Radioactive Materials
Box 5 of 9	SI-259 Transaction Record
Box 5 of 9	SI-251 Services, Supplies & Equipment Requisition
Box 5 of 9	SI-504 Packing List Data
Box 5 of 9	SI-506 Receipt of Shipment Acknowledgment
Box 5 of 9	SI-502 Bill of Lading Data
Box 5 of 9	SI-501 Day-Book Supplement
Box 5 of 9	SI-500 Domestic Distribution Record
Box 5 of 9	FL-491 Reserved United States National Museum (USNM) Catalogue Numbers
Box 5 of 9	SI-481 Numerical Rating Sheet
Box 5 of 9	SI-477 Special Stain Request (OP)
Box 5 of 9	SIFL-469 Request for Uniforms & Safety Equipment
Box 5 of 9	SI-459 Weekly Food Order

Box 5 of 9	SI-457 Monthly Visitor's Collection Report
Box 5 of 9	SI-452 Correspondence Control
Box 5 of 9	SI-448 Political History Catalog
Box 5 of 9	SI-445 Notice of Moving Objects within the Gallery
Box 5 of 9	SI-436 Unit History Report
Box 5 of 9	SI-435 Film Order Form
Box 5 of 9	SI-429 Daily Discount Report
Box 5 of 9	SIFL-2165 Notice of Receipt of Discrimination Complaint
Box 5 of 9	SI-2166 Notice of Final Decision of Smithsonian Institution
Box 5 of 9	SI-2573 Smithsonian Institution Women's Council Nomination
Box 5 of 9	2659-SI Career Day for Children on SI Employees Interest Survey
Box 5 of 9	2725-SI Employee Training & Career Development Plan
Box 5 of 9	CSC-1117 Disposition of Complaint of Discrimination
Box 5 of 9	SI-2638 Nomination for Certificate of Appreciation
Box 5 of 9	SI-3788 Final Equal Opportunity Counseling Report
Box 5 of 9	3335-SI Handicap Program Assessment
Box 5 of 9	892-SI Project Financial Report
Box 5 of 9	3418-SI Vehicle Accident Report
Box 5 of 9	SI-3494 Mail Order Claim
Box 5 of 9	SIFL-2630 Notice of Change of Insurer
Box 5 of 9	297-SI Group Health Identification Card
Box 5 of 9	SI-4047 Progress Report

Box 5 of 9	SI-4048 Closing Report
Box 5 of 9	2018-SI Assignment of New Project
Box 5 of 9	SI-669 Cumulative Disbursement Report
Box 5 of 9	SI-358 Sign-Out Log
Box 5 of 9	SI-316 Your Personal Statement of Benefits
Box 5 of 9	SI-316A Request for Statement of Earnings
Box 5 of 9	1843-SI Photo Services Negative Envelope
Box 5 of 9	2214-SI Outside Processing Information Form
Box 5 of 9	SI-2664A Quarterly Report
Box 5 of 9	SI-3429 Film & Slide Reproduction
Box 5 of 9	2940B-SI Record of Permissions Authorization
Box 5 of 9	SI-2731 Publishers Log
Box 5 of 9	SI-2664 Printing & Duplicating Log Sheet

Box 6

Box 6 of 9	SI-2749 Color Lab Log Sheet
Box 6 of 9	SI-3143B Property Pass (ISD)
Box 6 of 9	SI-3152 Photographic Fund Income, Notice of Deposit
Box 6 of 9	SI-2213 Work Order Log
Box 6 of 9	SI-215 Xerox Log
Box 6 of 9	SI-3555 Outside Conditions
Box 6 of 9	SI-3420 Employee Suggestion Form

Box 6 of 9	SI-3420A Evaluation Form
Box 6 of 9	SI-3578 Personnel File Request Form
Box 6 of 9	SI-3578A Printing & Duplication Request
Box 6 of 9	SI-3732 Request for Background Information
Box 6 of 9	SI-3733 Qualifications Appraisal Sheet
Box 6 of 9	SI-3734 Service Computation Date
Box 6 of 9	CA-4 Claim for Compensation on Account of Injury
Box 6 of 9	W-4E Withholding Exemption Certificate
Box 6 of 9	SS-5 Application for Social Security Account Number
Box 6 of 9	SF-7 & 7B Employee Record (2-Part Snapout Set)
Box 6 of 9	SF-7 Service Record Card
Box 6 of 9	SF-8 Notice to Federal Employee about Unemployment Insurance
Box 6 of 9	18-WA Report of Selection from Stenographer Typist Register
Box 6 of 9	50A-SF Notice of Short-Term Employment
Box 6 of 9	66A-SF Official Personnel Folder Tab Insert
Box 6 of 9	69-SF Incentive Awards Program Annual Report
Box 6 of 9	113D-CSC Monthly Report of Temporary Summer Employment
Box 6 of 9	131-GHI Group Insurance Enrollment & Record Card
Box 6 of 9	161 & 161A-SF Executive Inventory Record
Box 6 of 9	SF-176A Federal Employees Group Life Insurance
Box 6 of 9	DCCA-302 Employer's 1st Report of Accident or Occupational Disease
Box 6 of 9	SI-611A Employment Conditions when Hired on Regular Trust Funds

Box 6 of 9	SI-611D Notification of Personnel Action (Private Roll)
Box 6 of 9	CSC-648 Recommendation for Conversion to Career Appointment under Regulation 315.703A
Box 6 of 9	SI-778B Performance Plan
Box 6 of 9	SI-778C Performance Plan
Box 6 of 9	890-CSC Occupational Survey (Part C1 Functional Classification Report on Scientific & Engineering Personnel)
Box 6 of 9	890A-CSC Occupational Survey (Part C2 Functional Classification Report on Scientific & Engineering Personnel)
Box 6 of 9	CSC-915 Notification of Executive Personnel
Box 6 of 9	CSC-916 Request for Executive Personnel Action
Box 6 of 9	CSC-917 Request for Approval of Executive Selection
Box 6 of 9	2815-SF Employee Service Statement
Box 6 of 9	2800-CT Commuting
Box 6 of 9	1426-SI Merit Promotion Interest Statement
Box 6 of 9	1078-CSC Salary & Wage Schedule
Box 6 of 9	1254-SI Medical Service of the District of Columbia (Claim Form)
Box 6 of 9	1257-SI Insurance: TIAA - Request for Group Total Disability Benefits
Box 6 of 9	1259-SI Hospitalization: Claim Form Non-Participation Hospital
Box 6 of 9	1260-SI Hospitalization: GHI Record of Prescription Drugs
Box 6 of 9	SI-1427A Attachment to SI-1427
Box 6 of 9	SI-3854 Archives Photo Label
Box 6 of 9	2894-SI Smithsonian Art Inventory

Box 6 of 9	2827-SI Biographical Information Sheet International Art Program
Box 6 of 9	2801A-SF Superior Officer's Statement Application for Total Disability Retirement
Box 6 of 9	SI-3007 National Museum of American Art (NMAA) Accession Record
Box 6 of 9	3007A-SI NMAA Decorative Arts/Crafts Accession Record
Box 6 of 9	SI-3008 National Collection of Fine Arts (NCFA) Accession Log
Box 6 of 9	3020-SI Individual Typewriter Record
Box 6 of 9	SI-424 Information for the Curatorial Review & Commission Meeting
Box 6 of 9	SI-3858 Incoming Shipment
Box 6 of 9	2642-SI Bicentennial Inventory of American Paintings Executed before 1914
Box 6 of 9	SI-417 Photograph Reproduction Authorization for SI-Owned Object
Box 6 of 9	SI-1130 Accession Label
Box 6 of 9	1130A-SI Accession Labels
Box 6 of 9	1144-SI Accession Data
Box 6 of 9	1859-SI Advance Specifications for Publication
Box 6 of 9	SI-4027 NMAA Labels with Address
Box 6 of 9	2709-SI Paper Examination Survey Form
Box 6 of 9	3167-SI Loan Agreement
Box 6 of 9	SI-2764 Request for Loan
Box 6 of 9	SI-1317 Hirshhorn Museum and Sculpture Garden (HMSG) Exhibits & Design Purchase Order
Box 6 of 9	SI-3405C Waiver of Rights
Box 6 of 9	SI-3623 Proposed Purchase

Box 6 of 9	1837-SI Transmittal
Box 6 of 9	1484-SI Shop Project Record
Box 6 of 9	SI-1917 Cost Accounting Record
Box 6 of 9	1917A-SI Continuation of Cost Accounting Record
Box 6 of 9	SI-3043 Exhibits Central Routing Slip
Box 6 of 9	SI-241 Smithsonian Printing Schedule
Box 6 of 9	SI-242 Record of Printed Labels from Government Printing Office (GPO)
Box 6 of 9	SI-243 GPO Printing Schedule
Box 6 of 9	SI-244 Incoming Exhibits Scripts & Correspondence
Box 6 of 9	355-SI Request for Exhibit Maintenance
Box 6 of 9	SI-633 Work to be Accomplished
Box 6 of 9	1070-SI Correspondence Log
Box 6 of 9	SI-2640 Project Card
Box 6 of 9	2677-SI Central Facilities Report Listing
Box 6 of 9	1597-FL Inquiry on Pollution
Box 6 of 9	1711-SI Request for Shipping Services
Box 6 of 9	1937-SI Leave Card
Box 6 of 9	SI-2093 Arrival Desk Log (Letter)
Box 6 of 9	2676-SI Packer/Shipper Profile Listing
Box 6 of 9	32-SI Stipulations for Loan of Objects for Exhibition
Box 6 of 9	20-FL Follow Up on Return or Extension of Loan Material

Box 6 of 9 DSP-11 Passport Application

Box 6 of 9 SI-218 Correspondence Control Record

Box 6 of 9 152B-SI Shipping Cross Reference Card

Box 6 of 9 114-FL Reply to Request for Publication

Box 6 of 9 SIFL-94A Shipping Instructions to Baltimore (U.S. Dispatch Agent)

Box 6 of 9 54-FL Request for Reprint

Box 6 of 9 52-SIFL Reply to Requests for Publications

Box 6 of 9 51-SIFL Reply to Request for Estimate of Monetary Value of Objects or Specimen

Box 6 of 9 50-SIFL Stipulations for Loan of Objects

Box 6 of 9 44-FL Examination of Specimens

Box 6 of 9 33-SI Inoculations for Official Travel

Box 6 of 9 27-SI Statistical Record of Mail

Box 7

Box 7 of 9 DS-323 Airgram

Box 7 of 9 SIFL-6 Interim Reply to Misdirected Communication

Box 7 of 9 SI-828 Thesaurus Input Form

Box 7 of 9 SI-574 Money Receipt Register

Box 7 of 9 DS-322A Outgoing Telegram (Continuation Sheet)

Box 7 of 9 DS-322 (OCR) Outgoing Telegram

Box 7 of 9 SI-284 Ship Model Data

Box 7 of 9 SI-252 Annual Report on Specimens & Accession

Box 7 of 9	SI-247 Charge-Out Record
Box 7 of 9	SI-3682 Authorizing Retirees to Open Complimentary Subscription to Smithsonian
Box 7 of 9	SI-3675 Festival of India Consent for Emergency Treatment
Box 7 of 9	SI-3673 Temporary Object Removal
Box 7 of 9	SI-3659 Smithsonian Visitor Information & Associates' Reception Center
Box 7 of 9	SI-3651 Docent Travel Voucher
Box 7 of 9	SI-1323 Event & Tour Application
Box 7 of 9	SI-1310 Student Questionnaire (RCS-37)
Box 7 of 9	SI-3186 Smithsonian Associates Subscription
Box 7 of 9	2807-OT Resident Associate Program Membership Survey Questionnaire
Box 7 of 9	SI-2801B Model Agreement
Box 7 of 9	2801A-SI Model Agreement - SI Employee
Box 7 of 9	SI-2611 Open Boomerang Tournament Score Card
Box 7 of 9	2330-SI Smithsonian Resident Associates Batch Control Totals
Box 7 of 9	1788-SI Refund Request Form for the Box Office
Box 7 of 9	1780-SI Box Office Statement for Resident Puppet Theatre Weekly Statement
Box 7 of 9	SI-1039 Scholarship Nomination Form
Box 7 of 9	SI-2813 Attendance Record - IVPS
Box 7 of 9	SI-2814 Application for Participation in Smithsonian "Sampler" Weekend
Box 7 of 9	SI-3046 Reservation Full Card
Box 7 of 9	2619-FL Smithsonian Associates National Membership Billing Form

Box 7 of 9	SI-3507 Entomology Inventory Data Capture Form, Beltsville Collection
Box 7 of 9	SI-3464 Entomology Genus Inventory
Box 7 of 9	SI-3466 Office of Museum Programs (OMP) Information Request Card
Box 7 of 9	SI-3347 Purchase Order Batch Control Sheet
Box 7 of 9	3408-SI Samuel P. Langley Theater Cashier Shift Report
Box 7 of 9	3354-SI National Air and Space Museum (NASM) Theater & Spacearium Staff Replacement Form
Box 7 of 9	SI-3382 National Anthropological Archives (NAA) Photographic Collections Inventory
Box 7 of 9	SI-3384 NASM Theater Envelope
Box 7 of 9	3385-SI Request for NASM Intern
Box 7 of 9	SI-3509 Aviation Relic Series
Box 7 of 9	SI-3562 Regional Resource Program Log Sheet
Box 7 of 9	3530-SI Loan Inquiry Form
Box 7 of 9	2784A-SI Spacearium Deposit Report
Box 7 of 9	2806-SI Deed of Gift
Box 7 of 9	2825-SI Pay Period Summary Form
Box 7 of 9	SI-3455 Alexander Inventory Form
Box 7 of 9	SI-3219 Cover Letter SELGEM Questionnaire
Box 7 of 9	809A-SI Garber Facility Tours Log Sheet
Box 7 of 9	SI-518 NASM Loan Record - Type II
Box 7 of 9	809-SI Paul E. Garber Tour Confirmation

Box 7 of 9	SI-228 Authorization to Reimburse the Office of Computer Services
Box 7 of 9	1229-SI Material Receipt Report
Box 7 of 9	SI-1233A Facilities Report
Box 7 of 9	SI-1233B Facilities Report (Appendix I)
Box 7 of 9	SI-3624 Catalogue Card Change Form
Box 7 of 9	SI-3132 Route Slip
Box 7 of 9	SI-3493 Hail Columbia Film Survey
Box 7 of 9	2761-SI IMAX Projector Log Sheet
Box 7 of 9	SIFL-22171 Stop Payment Request
Box 7 of 9	SI-116 GAT-1 Rides
Box 7 of 9	SIFL-140 Special Presentations Mailing List Update/Additions Card
Box 7 of 9	201-SI Receipt of Payment for "To Fly"
Box 7 of 9	SI-214C Intramural Transfer/Loan of Specimens
Box 7 of 9	296-SI NASM Inventory Worksheet (CMO - Silver Hill)
Box 7 of 9	SI-517 NASM Loan Record - Type 1
Box 7 of 9	2275-SI Spacearium Readiness Report
Box 7 of 9	SI-2276 Reservations Spacearium & Theater
Box 7 of 9	2681-SI Janitorial & Utility Force Sign-In & Sign-Out
Box 7 of 9	2682-SI Monthly Report of Man Hours
Box 7 of 9	SI-1745A Request for Removal or Change of Location
Box 7 of 9	1877A-SI Weekend & Holiday Work Schedule
Box 7 of 9	2762-SI Time & Attendance Report NASM Theater

Box 7 of 9	SI-2751 Questionnaire for a Catalog of Sources of Aerospace Information
Box 7 of 9	2763-SI NASM Theater Weekly Report
Box 7 of 9	SI-4004 Group Film & Planetarium Request Form
Box 7 of 9	406A-SI Cleaning & Inspection Report - NASM
Box 7 of 9	3340-SI Docent Sign-In Sheet
Box 7 of 9	SI-3370 NASM Survey
Box 7 of 9	SI-3381 Education Services Loan Card (NASM)
Box 7 of 9	SI-3468 Evaluation of Materials & Equipment for Special Audiences
Box 7 of 9	SI-3525 Stars & Planets Symposium APP
Box 7 of 9	SI-3175 Application for Volunteer Services
Box 7 of 9	SI-3175A Description of Volunteer Program
Box 7 of 9	SI-1681C Report of Absence
Box 7 of 9	1884-SI Report of Condition - Prints
Box 7 of 9	1876-SI Physical Anthropology Catalog Card
Box 7 of 9	1874-SI Notice of Cancellation of Purchase Orders
Box 7 of 9	SI-1873 Biological File Cards
Box 7 of 9	1841-SIFL Declination of Offer
Box 7 of 9	1845-EDP Easycoder Coding Form
Box 7 of 9	1827-SI Worksheet for Budget Salary Cost Fiscal Year (Federal)
Box 7 of 9	1781-SIFL Request for Evaluation
Box 7 of 9	SI-1785 Field Data Record Sheet

Box 7 of 9 1787-SI Microfilm Box Label

Box 7 of 9 1789-Shipment Delivery Record

Box 7 of 9 1778-SI Weekly Audit of Deposits & Tickets

Box 7 of 9 1779-SI Box Office Statement for Resident Puppet Theatre, Run of Show Statement

Box 7 of 9 1772-SI Roving Watch Report

Box 7 of 9 1775-SI Record of Restoration

Box 7 of 9 1755-SI Sleleyal Biology Paleopathology Program Analysis Sheet

Box 7 of 9 1733-SI Information Schedule Abstract

Box 7 of 9 1727-SI Letter of Transmittal of Shipping Invoice for Ceylones Project

Box 7 of 9 1719-SI Insurance Evaluation Report

Box 8

Box 8 of 9 SI-1702 Request for Mineral

Box 8 of 9 1693-SI Box Office Statement

Box 8 of 9 1692-SI Pass List

Box 8 of 9 1677-SI Cleaning Job Assignment

Box 8 of 9 FL-1658 Invitation to Festival (Out of Town Participants)

Box 8 of 9 SI-1630 Report of Non-Receipt or Loss of Paycheck

Box 8 of 9 1583-SI Referral Slip

Box 8 of 9 SI-1565 In-Bound Shipments

Box 8 of 9 SI-1530 Art to Zoo

Box 8 of 9 SI-1512 Equipment Needs Form

Box 8 of 9	SI-1507 Species Catalog Card
Box 8 of 9	SI-1506 Statement of Incoming Condition at SITES
Box 8 of 9	SI-1483 Project Time Record
Box 8 of 9	1482-SI Catalog Worksheet
Box 8 of 9	1472-SI On Loan Card
Box 8 of 9	1463-SI Data Record
Box 8 of 9	SI-1450 Meal Production & Work Sheet
Box 8 of 9	1452-SI Application Receipt Notification Postcard
Box 8 of 9	SI-1050 Notice of Smithsonian Visitor
Box 8 of 9	SI-908 [FL-1088] Notice of Incorrect Amount of Money for Photo Prints
Box 8 of 9	SI-1069 Illustration Data Sheet
Box 8 of 9	SI-BMD-1066 Authorization Card
Box 8 of 9	SI-1061 Supply Division Procurement
Box 8 of 9	1080-SI Research Proposal Data Record
Box 8 of 9	SI-1149A NAA Manuscript Collection
Box 8 of 9	1204-SI Loan Receipt
Box 8 of 9	SI-1211 Chronological Record of Obligations
Box 8 of 9	SI-1421 Daily Work Record
Box 8 of 9	1411-SI Gasoline Issued to Equipment
Box 8 of 9	SI-1410 Daily Mileage NZP Vehicles
Box 8 of 9	1409-SI Gasoline Issued to Vehicles
Box 8 of 9	1404-SI Post Card "Acknowledgment"

Box 8 of 9	SI-1370 Notice that the Library Material is Held at the Loan Desk
Box 8 of 9	1369-SI Accession Sheet
Box 8 of 9	1366-SI Series Production Control Card
Box 8 of 9	SIFL-1354 Exchange Section Mailing Enclosure
Box 8 of 9	SI-1351D NASM Tour Scheduling Form
Box 8 of 9	1349-SI Film Record for MP-3 Camera
Box 8 of 9	1343-SI Reading is Fundamental
Box 8 of 9	1320-SI Petty Cash Control Sheet
Box 8 of 9	1332-SI Plankton Analysis Sheet
Box 8 of 9	1301-SI Specimen Labels for SOSC
Box 8 of 9	1300-SI Buildings Management Department (BMD) Inventory Control Card
Box 8 of 9	1367-FL Notice of Purchase Order Amendment
Box 8 of 9	SI-1235 Facilities Report
Box 8 of 9	106-SI Animal Receipt
Box 8 of 9	SI-107 Specimen Label (Waterproof)
Box 8 of 9	113-SI Visitor Report
Box 8 of 9	28-SI Authorization for Sale & Transfer of Securities
Box 8 of 9	FL-58 Procedure for Ocean Freight Shipment of Exchange Publications
Box 8 of 9	SI-49 Request for Specimen Euthanization
Box 8 of 9	SI-32 Microfilm Copyright Notice Label
Box 8 of 9	SI-1035 Specimen Label

Box 8 of 9	1038-SF Application & Account for Advance of Funds
Box 8 of 9	1042-SI Daily Gasoline Consumption
Box 8 of 9	SIFL-1043 Request for Official Passport for SI
Box 8 of 9	1029-SI Drop Tags (Returned Loan)
Box 8 of 9	1032-SI Drop Tags (Specimens Withdrawn)
Box 8 of 9	SI-1027B Reference Card for Loan of Specimens
Box 8 of 9	SI-1027A Reference Card for Loan of Specimens
Box 8 of 9	SI-1019 Museum Shops Discount Form
Box 8 of 9	1010-SI Smithsonian Legislation Follow-Up
Box 8 of 9	1010-FL Owl on Ancient Greek Coin
Box 8 of 9	PA-1012 Privacy Act Supplement to SF-1012 Travel Voucher
Box 8 of 9	1010-SI Smithsonian Legislation Follow-Up
Box 8 of 9	SI-Supp-1007 Requisition Status Report
Box 8 of 9	1008-SI Application for SI Course "Using Museums & Community Resources to Teach Writing"
Box 8 of 9	SIFL-1001 & SI-1001A Cover Letter for Research Reports Readership Survey & Research Reports Reader Survey
Box 8 of 9	1005-SI Reminder Card (Secretary's Staff)
Box 8 of 9	1004-SI Mail Log
Box 8 of 9	1003-SI National Inventory of Scientific Instruments
Box 8 of 9	SI-1000 Summer Programs Application for Office of Elementary & Secondary Education
Box 8 of 9	SI-175A Ethnology Catalog Card

Box 8 of 9	189A-SI Order Blank for Blueprints
Box 8 of 9	SI-202 Employee's First Report of Accident or Occupational Illness
Box 8 of 9	203A-SI Anthropology Inventory Worksheet (Marginally Punched-OMR)
Box 8 of 9	SI-208 Textiles (Accession) Catalog Card
Box 8 of 9	210-SI Complimentary Admission (NASM)
Box 8 of 9	3021-SI Species Identification Card
Box 8 of 9	3035B-SI Evaluation - Washington Anytime Weekend
Box 8 of 9	SI-3045 Projectile Points & Blades
Box 8 of 9	3058B-SI Threatened Plants Committee Secretariat Endangered Species
Box 8 of 9	SI-3059 Military History Work Sheet
Box 8 of 9	SI-3060 Acquisition Labels for American Art Papers
Box 8 of 9	SI-1306 Correspondence Log
Box 8 of 9	SI-3128 Request for Smithsonian Christmas Catalogue
Box 8 of 9	SIFL-3145 Reply to Personnel Applications - Museum Shops
Box 8 of 9	SI-3172 Pending Accession Card
Box 8 of 9	3181-SI Tour Information for Visitor's Desk
Box 8 of 9	3184-SI Case Production Report
Box 8 of 9	SI-3188 Film Categorization Questionnaire
Box 8 of 9	SI-3194 Deserts of Egypt: Annotated Bibliography
Box 8 of 9	3213-SI Order Blank for Smithsonian Catalogue
Box 8 of 9	SI-3232 Smithsonian/A.D.I. Microfiche Worksheet
Box 8 of 9	SI-3237 Equipment Malfunction & Maintenance Log

Box 8 of 9 SI-3311 Appointment of a Key Person in Each Unit for the Combined Federal Campaign

Box 8 of 9 SI-3322 Questionnaire on Services Rendered

Box 9

Box 9 of 9 SI-3955 Receipt for Items Under Consideration for Donation

Box 9 of 9 SI-3881 SILRA

Box 9 of 9 SI-3882 Outgoing Receipt

Box 9 of 9 SI-1894 Borrowing Privileges Release

Box 9 of 9 SI-3863 PAO Request Form

Box 9 of 9 SI-3592B Library Book Slip

Box 9 of 9 SI-3999 Standpipe Systems

Box 9 of 9 2744-SI Safety Checklist

Box 9 of 9 SI-3722 Hazardous Chemical Inventory

Box 9 of 9 SI-3711 Notice of Defective Equipment

Box 9 of 9 3407-SI Employee Report of Unsafe or Unhealthful Working Conditions

Box 9 of 9 SI-2632 NZP Library Circulation List

Box 9 of 9 3031-SIFL Library Gift of Exchange Request Form

Box 9 of 9 3053-SI SIFL Shipment Control Form

Box 9 of 9 3056-SI Inactive Serial Record Coding Sheet

Box 9 of 9 3071-SI SI Libraries Questionnaire

Box 9 of 9 SI-3138 Branch Serial Record Card - Bound Volume

Box 9 of 9 2855-SI Transmittal Slip

Box 9 of 9	SI-2893 Miscellaneous Obligating Document
Box 9 of 9	SI-2937 Recommended Titles for Smithsonian Translation Program
Box 9 of 9	SIFL-2998 Form Letter - Grateful Acknowledgment of Materials
Box 9 of 9	1330-SI SI Motion Picture Inventory
Box 9 of 9	2837-SI Data Collection Sheet for Input Information
Box 9 of 9	1801-SI Xerox Billing Form
Box 9 of 9	1803-SI SI Libraries Monthly Statistical Report
Box 9 of 9	1842-SIFL Request for Photo Duplication Copies
Box 9 of 9	SI-2009 Serial Record
Box 9 of 9	SIFL-2064 Multi-Purpose Form Letter
Box 9 of 9	SI-2156 Name Authority Card
Box 9 of 9	SI-2331 Gift & Exchange Data Sheet
Box 9 of 9	Unnumbered Series 25 (SI-2436) Demco Catalog Card Protectors (SIL)
Box 9 of 9	SI-2566 Monthly Periodical Control Card
Box 9 of 9	SI-2656 Job Request Form
Box 9 of 9	SI-2756 Report on Request for Library Materials
Box 9 of 9	2600-SI Jacket Preserver for Negative
Box 9 of 9	SI-1072 Unit Control Sheet
Box 9 of 9	1189-FL Reply to Request for Catalogue or Book List
Box 9 of 9	SI-2199 Group Health Life Premium Deduction Schedule
Box 9 of 9	2345-SI Transfer Sheet Log

Box 9 of 9	2363-SI Shipping Slip
Box 9 of 9	2538-SI Unit Control Record
Box 9 of 9	2605-SI Physical Inventory Control Sheet
Box 9 of 9	2672-SI Museum Ships Ring Out Sheet
Box 9 of 9	SI-1741 Lee Bolton Inventory
Box 9 of 9	1771-SI Thank You Letter
Box 9 of 9	1795-SI Daily Deposit Discrepancy
Box 9 of 9	1952-SI Vendor Purchase Report
Box 9 of 9	SI-2025 Transfer Control Log
Box 9 of 9	SI-2060 Charge Back Invoice
Box 9 of 9	SI-2060A Smithsonian Collection of Recordings Charge Back Invoice
Box 9 of 9	SI-1548 Inventory Breakdown
Box 9 of 9	SI-1549 Goods Received
Box 9 of 9	1550-SI Goods Returned
Box 9 of 9	1551-SI Goods Returned
Box 9 of 9	SI-1552 Damaged, Lost, Stolen Goods
Box 9 of 9	SI-1553 Damaged, Lost, Stolen Goods
Box 9 of 9	SI-1554 Goods Received
Box 9 of 9	SI-1555 Merchandise Sold
Box 9 of 9	1602-SI Daily Posting Report
Box 9 of 9	2265-SI Request for Refund
Box 9 of 9	SI-2532 Museum Shops Deposit Envelope

Box 9 of 9	SI-1752 Cash Sales Report
Box 9 of 9	SI-3625 Museum Shops Memorandum
Box 9 of 9	SI-3616 Customer Inquiry Letter
Box 9 of 9	SI-3655 Smithsonian Museum Shops ECR Problems
Box 9 of 9	1383-SI Inventory Sheet
Box 9 of 9	SI-3003 Museum Shops Display/Design Request
Box 9 of 9	SI-3079 Order for HMSG Catalogues
Box 9 of 9	SI-317 Receiving Report
Box 9 of 9	SI-694 Job Application for Museum Shops Personnel
Box 9 of 9	SI-813 Bill of Lading for Guide to the Nation's Capital
Box 9 of 9	SI-498 Daily Sales Audit & Cash Report
Box 9 of 9	SI-1018 Sales Desk Order Form
Box 9 of 9	SI-4006 Interdepartmental Merchandise Transfers
Box 9 of 9	SI-4035A Request Form for School Program
Box 9 of 9	SI-4037 Photo Release
Box 9 of 9	SI-821 Tour Scheduling Form
Box 9 of 9	SI-765 Tally Sheet for Workshop Evaluation
Box 9 of 9	3325-SI Log-Transmittal Form
Box 9 of 9	2359-SI Packages Pick Up Log Sheet
Box 9 of 9	1499-SI Staff Evaluation Sheet for Review of Fellowship Applications
Box 9 of 9	SI-1528 Agreement for Speaker/Lecturer/Guide

Box 9 of 9	1858-SIFL Reimbursement of Stations
Box 9 of 9	SI-333 Book Manufacturing & Sales History
Box 9 of 9	SI-2724 Weekly Work Hour Record
Box 9 of 9	2856-SI New Book Slip
Box 9 of 9	2609-SI Packing List & Instructions
Box 9 of 9	1267-SI Travel Report