



Smithsonian Institution Archives

## Public Inquiry Mail Surveys, 1982-1988

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## Table of Contents

|                                  |   |
|----------------------------------|---|
| Collection Overview .....        | 1 |
| Administrative Information ..... | 1 |
| Descriptive Entry.....           | 1 |
| Names and Subjects .....         | 1 |
| Container Listing .....          | 3 |

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## Collection Overview

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| <b>Repository:</b> | Smithsonian Institution Archives, Washington, D.C., <a href="mailto:osiaref@si.edu">osiaref@si.edu</a>     |
| <b>Title:</b>      | Public Inquiry Mail Surveys  |
| <b>Identifier:</b> | Accession 93-096   |
| <b>Date:</b>       | 1982-1988  |
| <b>Extent:</b>     | 0.75 cu. ft. (1 document box) (1 half document box)  |
| <b>Creator::</b>   | Smithsonian Institution. Visitor Information and Associates' Reception Center. Public Inquiry Mail Service |
| <b>Language:</b>   | English  |

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## Administrative Information

### Preferred Citation

Smithsonian Institution Archives, Accession 93-096, Smithsonian Institution, Visitor Information and Associates' Reception Center, Public Inquiry Mail Service, Public Inquiry Mail Surveys

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## Descriptive Entry

This accession consists of records that were generated by four surveys conducted by the Public Inquiry Mail Service of the Visitor Information and Associates Reception Center in July 1982, October 1983, October 1985, and November 1986. Survey forms were sent to offices across the Institution in an attempt to gather information on how public mail inquiries were received and handled around the Smithsonian.

The bulk of the records consists of completed and returned survey forms. All the surveys appear to have been tabulated, but the results of only the 1982 and 1985 surveys were summarized in memoranda. The records also contain memoranda regarding the formulation of the surveys in VIARC, and requesting the cooperation of other offices with the projects.

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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:

Mail surveys  
Museums -- Public relations

### Types of Materials:

Manuscripts

Names:

Smithsonian Institution. Visitor Information and Associates' Reception Center

## Container Listing

### Box 1

- Box 1 of 2                      Survey, 1982 (2 folders)
- Box 1 of 2                      Survey, 1983 (2 folders)

### Box 2

- Box 2 of 2                      Survey, 1985
- Box 2 of 2                      Survey of Smithsonian Offices, 1986, 1988
- Box 2 of 2                      Survey, 1985
- Box 2 of 2                      Survey, 1986