



Smithsonian Institution Archives

Forms, Circulars, Announcements, 1846-1933

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Washington, D.C.
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Collection Overview

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| Repository: | Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu |
| Title: | Forms, Circulars, Announcements |
| Identifier: | Record Unit 65 |
| Date: | 1846-1933 |
| Extent: | 4.76 cu. ft. (2 document boxes) (1 half document box) (7 12x17 boxes) (7 bound volumes) |
| Creator:: | Smithsonian Institution. Chief Clerk |
| Language: | English |

Administrative Information

Preferred Citation

Smithsonian Institution Archives, Record Unit 65, Smithsonian Institution. Chief Clerk, Forms, Circulars, Announcements

Descriptive Entry

This collection consists of forms and circulars of the Secretary, 1846-1888; forms and circulars of the National Museum, Exchanges, Ethnology, Correspondence Clerk, Disbursing Clerk, International Catalogue of Scientific Literature, Library, and National Zoological Park; forms ordered, 1860-1933; lists of Smithsonian Institution employees, 1846-1910, with salaries; and invitations to Smithsonian events, circa 1915-1925.

Names and Subject Terms

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

Subjects:

Museums -- Administration
Museums -- Employees

Types of Materials:

Manuscripts

Names:

International Catalogue of Scientific Literature
National Zoological Park (U.S.)

Smithsonian Institution -- Administration
Smithsonian Institution. Documents Clerk
Smithsonian Institution. Libraries
United States National Museum
United States National Museum. Division of Correspondence and Documents

Container Listing

| | | |
|--------------|--------|---|
| | Box 1 | |
| Box 1 of 17 | | Volume 1 Blanks and Circulars, Joseph Henry, 1846-1878 |
| | Box 2 | |
| Box 2 of 17 | | Volume 2 Blanks and Circulars, Spencer Fullerton Baird, 1878-1888 |
| | Box 3 | |
| Box 3 of 17 | | Volume 3 Blanks and Circulars, Correspondence, Disbursing Clerk, Documents, Catalogue of Scientific Literature, Library, Miscellaneous, Zoological Park |
| | Box 4 | |
| Box 4 of 17 | | Volume 4 Blanks and Circulars, National Museum, Exchanges, Ethnology |
| | Box 5 | |
| Box 5 of 17 | | Volume 5 Chief Clerk 1846, 1933, Forms and Letters |
| | Box 6 | |
| Box 6 of 17 | | Volume 6 Chief Clerk 1846, 1933 |
| | Box 7 | |
| Box 7 of 17 | | Volume 7 Invoices, January 1882 to 1885 |
| | Box 8 | |
| Box 8 of 17 | | Volume 8 Invoices, Printing, 1886 |
| | Box 9 | |
| Box 9 of 17 | | Volume 9 Chief Clerk, 1846-1933 |
| | Box 10 | |
| Box 10 of 17 | | Volume 10 [No Description] |

Box 11

Box 11 of 17 Volume 11 [No Description]

Box 12

Box 12 of 17 Volume 12 Invoices

Box 13

Box 13 of 17 Original Hodgkins Circulars

Box 13 of 17 Hodgkins Circulars issued since January 1, 1894

Box 13 of 17 Hodgkins Circulars (2 folders)

Box 13 of 17 Russia, Denmark, Switzerland, Norway, Austria

Box 13 of 17 Smithsonian Institution departmental chart under Secretary Walcott

Box 13 of 17 Hodgkins Circulars

Box 14

Box 14 of 17 Forms, Circulars, and Blanks, Assorted

Box 14 of 17 Langley to Rathbun Re: Color and Binding of SI Publications, December 18, 1900

Box 14 of 17 Cards - Assorted

Box 14 of 17 Cards and Forms - Assorted

Box 14 of 17 Form Letters - Assorted

Box 14 of 17 Circulars - Blank

Box 14 of 17 List of Documents and Other Publications, June 15, 1889-May 17, 1892

Box 14 of 17 Anthropological Society, The Biological Society - Society Public Lectures - Schedules

- Box 14 of 17 Miscellaneous Forms - Assorted
[Image\(s\): Miscellaneous blank forms from the Smithsonian, circa 1880s. \(Image nos. SIA2017-086962 to SIA2017-086991\)](#)
- Box 14 of 17 Forms - Proposals and Designs, 1890s
- Box 14 of 17 Forms, Letters, and Catalogues, etc., 1858-1916
- Box 14 of 17 Printing Orders, November 1890-
- Box 14 of 17 Book of Forms
- Box 15
- Box 15 of 17 Forms
- Box 16
- Box 16 of 17 Invitations (2 folders)
- Box 16 of 17 Invitations and Announcements
- Box 16 of 17 Postcards
[Digital Content: Sepia postcard of the Smithsonian Institution Building, or Castle, 1933. \[Image nos. SIA2013-07809 \(front\) and SIA2013-07810 \(back\)\]](#)
[Digital Content: Color envelope for postcards, with an image of the Smithsonian Institution Building, or Castle, on the left side, 1936. \(Image no. SIA2013-07811\)](#)
[Digital Content: Color envelope containing a booklet of eleven assorted postcards from the National Zoological Park, 1935. \[Image nos. SIA2013-07816 \(front\) and SIA2013-07817 \(back\)\]](#)
[Digital Content: Color postcard of the Great Flight Cage in the Bird House at the National Zoological Park, 1935. \[Image nos. SIA2013-07818 \(front\) and SIA2013-07819 \(back\)\]](#)
[Digital Content: Color postcard of Soko the chimpanzee getting a manicure at the National Zoological Park, 1935. \[Image nos. SIA2013-07820 \(front\) and SIA2013-07821 \(back\)\]](#)
[Digital Content: Color postcard of a Komodo Dragon at the National Zoological Park, 1935. \[Image nos. SIA2013-07822 \(front\) and SIA2013-07823 \(back\)\]](#)
[Digital Content: Color postcard of two elephants in their enclosure at the National Zoological Park, showering themselves with dust, 1935. \[Image nos. SIA2013-07824 \(front\) and SIA2013-07825 \(back\)\]](#)
[Digital Content: Color postcard of a mother and baby llama at the National Zoological Park, 1935. \[Image nos. SIA2013-07826 \(front\) and SIA2013-07827 \(back\)\]](#)

Digital Content: Color postcard of a wart hog at the National Zoological Park, 1935. [Image nos. SIA2013-07834 (front) and SIA2013-07835 (back)]

Digital Content: Color postcard of three Barbary sheep standing on an artificial cliff at the National Zoological Park, 1935. [Image nos. SIA2013-07836 (front) and SIA2013-07837 (back)]

Digital Content: Color postcard of four European brown bears at the National Zoological Park, 1935. [Image nos. SIA2013-07838 (front) and SIA2013-07839 (back)]

Digital Content: Color postcard of a maned wolf at the National Zoological Park, 1935. [Image nos. SIA2013-07840 (front) and SIA2013-07841 (back)]

Digital Content: Grayscale postcard of a dress worn by Martha Washington at the United States National Museum, now known as the Arts and Industries Building, 1933. [Image nos. SIA2013-07793 (front) and SIA2013-07794 (back)]

Digital Content: Sepia postcard of the Spirit of St. Louis, Charles Lindbergh's plane, hanging in the United States National Museum, now the Arts and Industries Building, above display cases, 1933. [Image nos. SIA2013-07787 (front) and SIA2013-07788 (back)]

Digital Content: Grayscale postcard of the Franklin Press on exhibit at the United States National Museum, now known as the Arts and Industries Building, 1933. [Image nos. SIA2013-07801 (front) and SIA2013-07802 (back)]

Digital Content: Color postcard depicting drawings of soldiers wearing 1777 Continental uniforms, 1942. [Image nos. SIA2013-07812 (front) and SIA2013-07813 (back)]

Digital Content: Grayscale postcard of the Wright Army Plane, also known as the 1909 Wright Military Flyer, flying above trees, 1942. [Image nos. SIA2013-07814 (front) and SIA2013-07815 (back)]

Digital Content: Postcard of the Natural History Building of the US National Museum, now the National Museum of Natural History, 1933. [Image nos. SIA2013-07789 (front) and SIA2013-07790 (back)]

Digital Content: Postcard of an extinct reptile skeleton on display at the United States National Museum, now the National Museum of Natural History, 1933. [Image nos. SIA2013-07791 (front) and SIA2013-07792 (back)]

Digital Content: Postcard of African lions in the Mammal Hall of the US National Museum, now the National Museum of Natural History, 1933. [Image nos. SIA2013-07795 (front) and SIA2013-07796 (back)]

Digital Content: Postcard of a West African gorilla on exhibit at the US National Museum, now the National Museum of Natural History, 1933. [Image nos. SIA2013-07797 (front) and SIA2013-07798 (back)]

Digital Content: Grayscale postcard of dik-diks on exhibit at the United States National Museum, now the National Museum of Natural History, 1933. [Image nos. SIA2013-07799 (front) and SIA2013-07800 (back)]

Digital Content: Grayscale postcard of two skeletons of horned dinosaurs on exhibit at the United States National Museum, now the National Museum of Natural History, 1933. [Image nos. SIA2013-07803 (front) and SIA2013-07804 (back)]

Digital Content: Grayscale postcard of Toltec Indians on exhibit at the United States National Museum, now the National Museum of Natural History, 1933. [Image nos. SIA2013-07805 (front) and SIA2013-07806 (back)]

Digital Content: Grayscale postcard of the Tuxtla statuette on exhibit at the United States National Museum, now the National Museum of Natural History, 1933. [Image nos. SIA2013-07807 (front) and SIA2013-07808 (back)]

Box 17

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| Box 17 of 17 | Correspondence Addressed to Secretary Langley |
| Box 17 of 17 | Scrap Book, Treasury Department, Office of the Secretary |
| Box 17 of 17 | Scrap Book, Chief Clerk Correspondence and Memoranda |