Table of Contents

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

Repository: Smithsonian Institution Archives, Washington, D.C., osiaref@si.edu
Creator: Smithsonian Institution, Chief Clerk
Title: Forms, Circulars, Announcements
Dates: 1846-1933
Quantity: 2.3 linear meters.

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 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:

Names:
Chief Clerk. Documents Clerk
International Catalogue of Scientific Literature
National Zoological Park (U.S.).
Smithsonian Institution -- Administration.
Smithsonian Institution. Chief Clerk.
Smithsonian Institution. Libraries.
United States National Museum. Division of Correspondence and Documents.
Container Listing

Box 1
Volume 1 Blanks and Circulars, Joseph Henry, 1846-1878

Box 2
Volume 2 Blanks and Circulars, S. F. Baird, 1878-1888

Box 3
Volume 3 Blanks and Circulars, Correspondence, Disbursing Clerk, Documents, Catalogue of Scientific Literature, Library, Miscellaneous, Zoological Park

Box 4
Volume 4 Blanks and Circulars, National Museum, Exchanges, Ethnology

Box 5
Volume 5 Chief Clerk 1846, 1933, Forms and Letters

Box 6
Volume 6 Chief Clerk 1846, 1933

Box 7
Volume 7 Invoices, January 1882 to 1885

Box 8
Volume 8 Invoices, Printing, 1886

Box 9
Volume 9 Chief Clerk, 1846-1933

Box 10
Volume 10 [No Description]

Box 11
Volume 11 [No Description]

Box 12
Volume 12 Invoices

Box 13
Original Hodgkins Circulars
Hodgkins Circulars issued since January 1, 1894

Hodgkins Circulars (2 folders)

Russia, Denmark, Switzerland, Norway, Austria

Smithsonian Institution departmental chart under Secretary Walcott

Hodgkins Circulars

Box 14

Forms, Circulars, and Blanks, Assorted

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

Cards - Assorted

Cards and Forms - Assorted

Form Letters - Assorted

Circulars - Blank

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

Anthropological Society, The Biological Society - Society Public Lectures - Schedules

Miscellaneous Forms - Assorted

Forms - Proposals and Designs, 1890s

Forms, Letters, and Catalogues, etc., 1858-1916

Printing Orders, November 1890-

Book of Forms

Box 15

Forms

Box 16

Invitations (2 folders)

Invitations and Announcements
Postcards

- Digital Content: Postcard of the Natural History Building, 1933
- Digital Content: Postcard of an Extinct Reptile Skeleton, 1933
- Digital Content: Postcard of African Lions, 1933
- Digital Content: Postcard of a West African Gorilla, 1933
- Digital Content: Postcard of Dik-Diks, 1933
- Digital Content: Postcard of Horned Dinosaur Skeletons, 1933
- Digital Content: Postcard of Toltec Indians, 1933
- Digital Content: Postcard of Tuxtla Statuette, 1933

Box 17

Correspondence Addressed to Secretary Langley

Scrap Book, Treasury Department, Office of the Secretary

Scrap Book, Chief Clerk Correspondence and Memoranda