



New York State Archives

Administrative card file indexes A4417

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Overview of the Records

Repository:	New York State Archives
Summary:	This series consists of a card file index divided into two complete alphabetical sections (A-Z) that are apparently part of an unidentified main index or cross reference file from the Barge Canal period. The file appears to refer to subject files kept by the Department of Public Works. Subjects include canals; construction and maintenance projects; personnel; meetings; monitoring data; civil service matters; boundaries and blue lines; canal structures of all kinds; contracts; companies; and names of (presumed) correspondents.
Title:	Administrative card file indexes
Quantity:	0.6 cubic feet
Quantity:	(ca. 3000 cards)
Inclusive Date:	1905-1925
Series:	A4417

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Arrangement

Alphabetical within two separate sections.

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Scope and Content Note

This series consists of a card file index divided into two complete alphabetical sections (A-Z). The cards are apparently part of an unidentified main index or cross reference file dating from the Barge Canal period. Although the origin or purpose of the file is unknown, the cards appear to refer to subject files arranged according to a numerical scheme, and are most probably part of the administrative files kept by the Department of Public Works. It is not clear how the two sections relate to one another.

Subjects referenced include: canals; construction and maintenance projects; personnel (sometimes with address and title); meetings; monitoring data; civil service matters; boundaries and blue lines; canal structures of all kinds; contracts (by number); companies (presumed vendors or contractors); and names of (presumed) correspondents. They apparently do not refer to specific field books or maps by number.

Cards measure 3" x 5" and information is typed (cards in section 2 from manuscript notes that appear along the bottom of the card). They are undated. A stamped reference number appears at the upper left corner of each card; the numbers run into the 1100s.

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Other Finding Aids

Available at Repository

Container list.

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Use of Records

Access Restrictions

There are no restrictions regarding access to or use of the material.

Access Terms

- Card files
- Cards (information artifacts)
- Indexes (reference sources)
- Administering canals
- Canals--New York (State)
- New York (State)
- Maintaining infrastructure
- New York State Barge Canal System (N.Y.)