



# Rockefeller University records, Accounting Service

---

This finding aid was produced using ArchivesSpace on November 22, 2015.

Rockefeller Archive Center

15 Dayton Avenue

Sleepy Hollow 10591

[archive@rockarch.org](mailto:archive@rockarch.org)

URL: <http://www.rockarch.org>

---

# Table of Contents

---

Summary Information ..... 3

Scope and Contents note ..... 3

Arrangement note ..... 4

File Plan note ..... 4

Administrative Information ..... 4

Controlled Access Headings ..... 5

Physical Characteristics and Technical Requirements ..... 5

Collection Inventory ..... 5

---

## Summary Information

---

<b>Repository:</b>	Rockefeller Archive Center
<b>Creator:</b>	Rockefeller University
<b>Creator:</b>	Rockefeller Institute for Medical Research
<b>Title:</b>	Rockefeller University records, Accounting Service
<b>ID:</b>	FA216
<b>Date [inclusive]:</b>	1901-1930
<b>Physical Description:</b>	5.24 Cubic Feet 5 boxes
<b>Physical Description:</b>	4 5" hollingers & 1 2½" hollinger.
<b>Language of the Material:</b>	English

### Preferred Citation

Information regarding the Rockefeller Archive Center's preferred elements and forms of citation can be found at <http://www.rockarch.org/research/citations.php>

[^ Return to Table of Contents](#)

---

## Scope and Contents note

---

These boxes contain account books, cash books, check books, journal and ledger books, and also notebooks.

The notebooks also appear to be concerned with experiments (especially scientific solutions) rather than money. Cross-references have been made in the card catalog under the person's name.

[^ Return to Table of Contents](#)

---

## Arrangement note

---

Arranged in chronological order with the exception of the notebooks, which are arranged according to the person's name. The dates are not always in perfect order - ie, the Cash books overlap each other (See Box 2, Folders 3-4).

[^ Return to Table of Contents](#)

---

## File Plan note

---

Former Classification: I 280

[^ Return to Table of Contents](#)

---

## Administrative Information

---

### Publication Statement

Rockefeller Archive Center

15 Dayton Avenue

Sleepy Hollow 10591

[archive@rockarch.org](mailto:archive@rockarch.org)

URL: <http://www.rockarch.org>

### Revision Description

Paper finding aid converted to EAD/XML by AureXus in 2010. Imported into the Archivists' Toolkit by Becky Robbins. 2010 October 8

### Immediate Source of Acquisition

Received from Accounting Service in February 1981.

### Conditions Governing Access note

This collection is open for research.

[^ Return to Table of Contents](#)

---

## Controlled Access Headings

---

- Medicine, Preventive
- Medical sciences
- Medical research
- Rockefeller University
- Rockefeller Institute for Medical Research

---

## Physical Characteristics and Technical Requirements

---

Materials requiring specialized equipment for access (film, audio, video, slides) may be restricted from scholarly research dependent on availability of the applicable equipment.

Brittle or damaged items, or materials otherwise in need of preservation care, may be restricted from scholarly research at the discretion of the RAC Head of Archival Services/RAC Head of Reference.

[^ Return to Table of Contents](#)

---

## Collection Inventory

---

Title/Description	Instances	
Account and Cash Books		
Account Books. The Corn Exchange Bank, Lexington Branch, New York, 1915 February 15-1928 January 21	box 1	folder 1
Account Book. The Corn Exchange Bank, Lexington Branch, New York, 1922 June 30-1926 April 30	box 1	folder 2
Account Book. The Corn Exchange Bank, Lexington Branch, New York. Payroll Account, 1926 February 13-1929 January 29	box 1	folder 3
Account Book. The Corn Exchange Bank, Lexington Branch, New York, 1926 May 1-1930 June 30	box 1	folder 4
Account Book. The Corn Exchange Bank, Lexington Branch, New York. A.D. Robertson, Bursar's Special Account, 1928	box 1	folder 5

Account Book. Princeton Bank and Trust Company, Princeton, New Jersey, 1917 March 9-1927 June 19	box 1	folder 6
Account Book. Princeton Bank and Trust Company, Princeton, New Jersey. Payroll Account, 1926 April 13-1928 June 27	box 1	folder 7
Cash Book. Cover: "Institute Acct. March 1906-August 1907", 1906-1907 August	box 1	folder 8
Cash Book. Cover: "Board of Health 1906", 1905-1907	box 1	folder 9

### Scope and Contents note

Includes 19 pp. insert (loose, some half-size) bills & expense statements.

Cash Book. Petty Cash, Institute Account, 1904 October-1906 February	box 1	folder 10
Cash Book. Petty Cash, 1908 April-1909 March	box 1	folder 11
Cash Book. Hospital, Petty Cash, 1908 October 12-1910 September 26	box 1	folder 12

### Cash and Check Books

Cash Book, 1910 April 1-1910 December 30	box 2	folder 1
Cash Book. Petty Cash, 1916 November 4-1917 June 30	box 2	folder 2
Cash Book, 1917 August 24-1918 December 23	box 2	folder 3
Cash Book, 1917 June 21-1918 March 15	box 2	folder 4
Cash Book. Inside Cover, 1918 December 18-1919 December 31	box 2	folder 5
Cash Book, 1919 December 13-1920 December 11	box 2	folder 6
Check Book, 1901 July 3-1904 October 11	box 2	folder 7

### Scope and Contents note

(501 entries, with 3 loose pages, "Copy of Appropriations for 1903-1904 voted at meeting Rockefeller Institute, held June 1903").

### Journal and Ledger Books

Journal Book. Petty Cash, 1918 January-1919 April	box 3	folder 1
Ledger Book, 1920 December 8-1921 September 30	box 3	folder 2
Ledger Book, 1921 September 2-1922 June 30	box 3	folder 3
Ledger Book, 1922 May 30-1923 May 5	box 3	folder 4
Journal Book, 1923 May 3-1923 June 30	box 3	folder 5

Notebooks: Louis Sattler and James K. Senior

Notebook. Cover: 1914-1915. Inside page: "Louis Sattler, Room 207", 1914-1915	box 4	folder 1
Notebook. Cover: 1915-1916. Inside page: "Louis Sattler, Room 210, Sept 14, 1915. Kjedadhl Book #2" Kjedadhl Book #3", 1915 September 14	box 4	folder 2
Notebook. Inside cover: "Louis Sattler, Room 505", 1916 November 20	box 4	folder 3
Notebook. Inside page: "James K. Senior, Room 207. Louis Sattler", 1915 June 9	box 4	folder 4
Laboratory Notebook. Cover: "James K. Senior, Room 207, 1-100", 1915 February 2	box 4	folder 5
Notebook. Cover: "James K. Senior, Room 210. 301-400", undated	box 4	folder 6
Notebook. Inside facing page: "James K. Senior, Room 210", undated	box 4	folder 7
Notebooks: F.M. Mader and H.C. Ward		
Notebook. Inside cover: "F.M. Mader, #2", 1905 April 4-June 30	box 5	folder 1
Notebook. Inside cover: "Book #1, H.C. Ward. Short General Index on the last page", 1905 April 7-1905 circa May 30	box 5	folder 2
Notebooks. (3 bound together) H.C. Ward, Books # 2, 3, 4, 1905 May 3-circa July 1905	box 5	folder 3