



# **Commonwealth Fund records, Reports of the General Director/President, SG 1, Series 31**

---

This finding aid was produced using ArchivesSpace on August 10, 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
Biographical/Historical note .....	3
Scope and Contents .....	4
File Plan note .....	4
Administrative Information .....	4
Controlled Access Headings .....	5
Other Finding Aids .....	6
Physical Characteristics and Technical Requirements note .....	8
Collection Inventory .....	8

## Summary Information

<b>Repository:</b>	Rockefeller Archive Center
<b>Creator:</b>	Harkness, Anna M. Richardson
<b>Creator:</b>	Harkness, Edward Stephen
<b>Creator:</b>	Commonwealth Fund
<b>Creator:</b>	Harkness, Mary Emma Stillman
<b>Creator:</b>	Harkness, Charles W.
<b>Title:</b>	Commonwealth Fund records, Reports of the General Director/ President, SG 1, Series 31
<b>ID:</b>	FA303
<b>Date [inclusive]:</b>	1919-1985, 1987-1995
<b>Physical Description:</b>	17.04 Cubic Feet 36 document boxes and 1 record storage box.
<b>Language of the Material:</b>	English

### Preferred Citation note

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](#)

## Biographical/Historical note

The Commonwealth Fund was established in 1918 with an endowment of \$10 million from Mrs. Stephen V. Harkness for "benevolent, religious, educational and like purposes." The early grants supported a variety of programs while generally promoting welfare, especially child welfare. Several grants were made in the field of medical research, but the Board of Directors decided in 1920 that this field was already sufficiently supported by other philanthropic organizations.

Despite this decision, by the mid-1920s the chief interest of the Fund had become public health, including mental hygiene, community health, rural hospitals, medical research, and medical education.

Other grant areas included war relief, educational and legal research, child welfare, and international medical fellowships.

[^ Return to Table of Contents](#)

---

## Scope and Contents

---

Barry C. Smith served as General Director of the Commonwealth Fund, 1920-1947. During this period the reports were officially titled as Report of the General Director to the Directors of the Commonwealth Fund. Beginning in 1948, the official title became known as Report of the President and Staff to Directors of the Commonwealth Fund.

[^ Return to Table of Contents](#)

---

## File Plan note

---

Former Classification: IX; IV 4B 4;

[^ 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>

### Immediate Source of Acquisition

Accession 1986:069, and several subsequent additions.

## Conditions Governing Access note

Reports of the General Director/President are open for scholarly research.

RAC is unable to provide access to obsolete media and original digital media. When feasible, a digital surrogate may be created via special order. All applicable charges will apply. See RAC Head of Archival Services or RAC Head of Digital Programs for details.

Select records, as noted, are closed to scholarly research due to preservation concerns.

## Conditions Governing Use note

RAC users must abide by all applicable provisions of United States copyright law. Reproduction/duplication of archival items is routinely provided in accordance with "fair use." If the RAC does not hold copyright for an archival collection, or items within a collection, it is the user's responsibility to contact the copyright holder, or make a fair effort to do so, prior to publication.

## Processing Information

Standard archival processing was conducted by Robert Battaly, Assistant Director, Head of Processing, Rockefeller Archive Center in February 2014, and Richard Torres, Assistant Archivist, Rockefeller Archive Center in August 2014, to arrange and describe the material and enable scholarly access. Further archival processing, primarily to address the preservation and conservation needs of the records, will be conducted at a later date, as necessary.

[^ Return to Table of Contents](#)

---

## Controlled Access Headings

---

- Legal issues
- Law
- Medical education
- Legal research
- Child welfare
- Child psychology
- Hygiene
- Education, Rural
- Medicine, Rural
- Medical research
- Mental health
- Medicine -- Scholarships, fellowships, etc.
- Public health
- New York (State)

- New York (N.Y.)
- Child mental health
- War relief
- United States
- Public welfare
- Yale University
- Phillips Exeter Academy
- Harkness, Anna M. Richardson
- Harkness, Edward Stephen
- Commonwealth Fund
- Harkness, Mary Emma Stillman
- Columbia University
- Harkness, Charles W.
- Harvard University
- Social Science Research Council

---

## Other Finding Aids

---

Other available finding aids describing the Commonwealth Fund records include:

[FA247 Commonwealth Fund Harkness House drawings](#)

[FA276 Commonwealth Fund records, Annual Reports, SG 1, Series 4](#)

[FA277 Commonwealth Fund records, Archives/Library, SG 1, Series 5](#)

[FA278 Commonwealth Fund records, Austrian Program, SG 1, Series 6](#)

[FA279 Commonwealth Fund records, Board of Directors, SG 1, Series 7](#)

[FA280 Commonwealth Fund records, Capital Grants, SG 1, Series 8](#)

[FA281 Commonwealth Fund records, Child Health Demonstrations, SG 1, Series 9](#)

[FA282 Commonwealth Fund records, Division of Community Clinics, SG 1, Series 10](#)

[FA283 Commonwealth Fund records, Division of Health Studies, SG 1, Series 11](#)

[FA284 Commonwealth Fund records, Division of Public Health, SG 1, Series 12](#)

[FA285 Commonwealth Fund records, Division of Publications, SG 1, Series 13](#)

[FA286 Commonwealth Fund records, Division of Rural Hospitals, SG 1, Series 14](#)

[FA287 Commonwealth Fund records, Educational Research, SG 1, Series 15](#)

[FA288 Commonwealth Fund records, English Mental Hygiene Program, SG 1, Series 16](#)

[FA289 Commonwealth Fund records, Finance Committee, SG 1, Series 17](#)

[FA290 Commonwealth Fund records, Grants, SG 1, Series 18](#)

[FA291 Commonwealth Fund records, Harkness Family, SG 1, Series 19](#)

[FA292 Commonwealth Fund records, Harkness Fellowships, SG 1, Series 20](#)

[FA428 Commonwealth Fund records, Harkness Fellowships, Fellows Reports, SG 1, Series 20A](#)

[FA293 Commonwealth Fund records, Institute for Child Guidance, SG 1, Series 21](#)

[FA294 Commonwealth Fund records, Interface Program, SG 1, Series 22](#)

[FA295 Commonwealth Fund records, Legal Research Program, SG 1, Series 23](#)

[FA296 Commonwealth Fund records, Living at Home Program, SG 1, Series 24](#)

[FA297 Commonwealth Fund records, Mental Hygiene Program, SG 1, Series 25](#)

[FA298 Commonwealth Fund records, Miscellaneous - unprocessed](#)

[FA299 Commonwealth Fund records, Personnel - unprocessed](#)

[FA300 Commonwealth Fund records, Pilgrim Trust, SG 1, Series 28](#)

[FA301 Commonwealth Fund records, Program for the Prevention of Delinquency, SG 1, Series 29](#)

[FA302 Commonwealth Fund records, Reference Files, SG 1, Series 30](#)

[FA303 Commonwealth Fund records, Reports of the General Director, SG 1, Series 31](#)

[FA304 Commonwealth Fund records, Treasurer, SG 1, Series 32](#)

[FA305 Commonwealth Fund records, Turndown Lists, SG 1, Series 33 - unprocessed](#)

[FA306 Commonwealth Fund records, Vertical File \(R. Fitz\), SG 1, Series 34 - unprocessed](#)

[FA307 Commonwealth Fund records, Visual Materials, SG 1, Series 35](#)

[FA389 Commonwealth Fund records, Administration - Historical Files, SG 1, Series 1](#)

[FA390 Commonwealth Fund records, Administration - Officers Files, SG 1, Series 2](#)

[FA429 Commonwealth Fund records, President, Margaret E. Mahoney, SG 2, Series 1](#)

[FA430 Commonwealth Fund records, Book Program, SG 2, Series 2](#)

[^ Return to Table of Contents](#)

## Physical Characteristics and Technical Requirements note

Materials requiring specialized equipment for access (film, audio, video, slides) may be closed to research dependent on availability of the applicable equipment

Brittle or damaged items, or materials otherwise in need of preservation care, may be closed to researchers at the discretion of the RAC Head of Archival Services/Head of Reference.

[^ Return to Table of Contents](#)

## Collection Inventory

Title/Description	Instances	
1919	box 1	folder 1
1920	box 1	folder 2
1921	box 2	folder 3
1922	box 2	folder 4
1923	box 3	folder 5
1924	box 3	folder 6
1925	box 4	folder 7
1926	box 4	folder 8
1927	box 4	folder 9
1928	box 5	folder 10
1929	box 5	folder 11
1930-1931	box 5	folder 12
1932-1933	box 6	folder 13
1934-1935	box 6	folder 14
1936-1937	box 7	folder 15
1938-1939	box 7	folder 16
1919 March 6	box 8	folder 17



1919 April 1	box 8	folder 18
1919 May 6	box 8	folder 19
1919 June 3	box 8	folder 20
1919 June 19	box 8	folder 21
1919 September 30	box 8	folder 22
1919 November 13	box 8	folder 23
1919 December 13	box 8	folder 24
1920 January 20	box 8	folder 25
1920 February 17	box 8	folder 26
1920 April 8	box 8	folder 27
1920 May 6	box 8	folder 28
1920 June 26	box 8	folder 29
1920 October 5	box 8	folder 30
1920 November 30	box 9	folder 31
1921 January 11	box 9	folder 32
1921 February 1	box 9	folder 33
1921 March	box 9	folder 34
1921 May 6	box 9	folder 35
1921 May 24	box 9	folder 36
1921 June 25	box 9	folder 37
1921 November 9	box 9	folder 38
1921 December 6	box 9	folder 39
1922 January 17	box 9	folder 40
1922 February 16	box 9	folder 41
1922 April 4	box 9	folder 42
1922 May 9	box 9	folder 43
1922 June 7	box 10	folder 44
1922 November	box 10	folder 45
1922 December 12	box 10	folder 46
1923 January 16	box 10	folder 47
1923 February	box 10	folder 48
1923 March 13	box 10	folder 49

1923 May 15	box 10	folder 50
1923 June 5	box 10	folder 51
1923 October 23	box 10	folder 52
1923 December 4	box 10	folder 53
1924 February 5	box 10	folder 54
1924 April 8	box 10	folder 55
1924 May 23	box 11	folder 56
1924 June	box 11	folder 57
1924 November 11	box 11	folder 58
1924 December 9	box 11	folder 59
1925 February 3	box 11	folder 60
1925 April 22	box 11	folder 61
1925 June 3	box 11	folder 62
1925 November 4	box 11	folder 63
1925 December 8	box 11	folder 64
1926 January 6	box 11	folder 65
1926 April	box 11	folder 66
1926 June	box 11	folder 67
1926 October 20	box 11	folder 68
1926 December 16	box 12	folder 69
1927 February 8	box 12	folder 70
1927 March 30	box 12	folder 71
1927 June 8	box 12	folder 72
1927 October 5	box 12	folder 73
1927 December 20	box 12	folder 74
1928 February 28	box 12	folder 75
1928 June 5	box 12	folder 76
1928 October 9	box 12	folder 77
1928 December 18	box 12	folder 78
1929 February 14	box 12	folder 79
1929 June 5	box 13	folder 80
1929 July 26	box 13	folder 81

1929 October 30	box 13	folder 82
1929 December 18	box 13	folder 83
1930 April 9	box 13	folder 84
1930 June 10	box 13	folder 85
1930 October 7	box 13	folder 86
1930 December 16	box 13	folder 87
1931 April 7	box 13	folder 88
1931 June 9	box 13	folder 89
1931 October 13	box 13	folder 90
1931 December 15	box 13	folder 91
1932 April 5	box 14	folder 92
1932 June 14	box 14	folder 93
1932 October 4	box 14	folder 94
1932 December 13	box 14	folder 95
1933 April 18	box 14	folder 96
1933 June 13	box 14	folder 97
1933 October 17	box 14	folder 98
1933 December 12	box 14	folder 99
1934 April 24	box 14	folder 100
1934 June 12	box 14	folder 101
1934 October 2	box 14	folder 102
1934 December 11	box 14	folder 103
1935 April 16	box 14	folder 104
1935 June 11	box 14	folder 105
1935 October 15	box 14	folder 106
1935 December 17	box 14	folder 107
1936 April 21	box 14	folder 108
1936 June 9	box 14	folder 109
1936 October 13	box 15	folder 110
1936 December 15	box 15	folder 111
1937 April 8	box 15	folder 112
1937 June	box 15	folder 113

1937 October	box 15	folder 114
1937 December 16	box 15	folder 115
1938 April 21	box 15	folder 116
1938 June 16	box 15	folder 117
1938 October 13	box 15	folder 118
1938 December 15	box 15	folder 119
1939 April 20	box 15	folder 120
1939 June 15	box 15	folder 121
1939 October 11	box 15	folder 122
1939 December 14	box 15	folder 123
1940 April 25	box 16	folder 124
1940 June 13	box 16	folder 125
1940 October 17	box 16	folder 126
1940 December 12	box 16	folder 127
1941 April 10	box 16	folder 128
1941 June 12	box 16	folder 129
1941 October 9	box 16	folder 130
1941 December 18	box 16	folder 131
1942 April 9	box 16	folder 132
1942 June 11	box 16	folder 133
1942 October 15	box 16	folder 134
1942 December 17	box 16	folder 135
1943 April 8	box 16	folder 136
1943 June 10	box 17	folder 137
1943 October 22	box 17	folder 138
1943 December 16	box 17	folder 139
1944 April 14	box 17	folder 140
1944 June 16	box 17	folder 141
1944 October 20	box 17	folder 142
1944 December 14	box 17	folder 143
1945 April 6	box 17	folder 144
1945 June 14	box 17	folder 145

1945 October 11	box 17	folder 146
1945 December 14	box 17	folder 147
1946 March 29	box 17	folder 148
1946 June 20	box 17	folder 149
1946 October 18	box 17	folder 150
1946 December 13	box 17	folder 151

1947 April 18

Conditions Governing Access:

**Conditions Governing Access**

Closed to scholarly research due to preservation concerns.

1947 June 12

Conditions Governing Access:

**Conditions Governing Access**

Closed to scholarly research due to preservation concerns.

1947 December 11

Conditions Governing Access:

**Conditions Governing Access**

Closed to scholarly research due to preservation concerns.

1948 March

Conditions Governing Access:

**Conditions Governing Access**

Closed to scholarly research due to preservation concerns.

1948 April 8

Conditions Governing Access:

**Conditions Governing Access**

Closed to scholarly research due to preservation concerns.

1948 April 9

Conditions Governing Access:

**Conditions Governing Access**

Closed to scholarly research due to preservation concerns.

1948 June 10

Conditions Governing Access:

## Conditions Governing Access

Closed to scholarly research due to preservation concerns.

---

1948 October 14

Conditions Governing Access:

## Conditions Governing Access

Closed to scholarly research due to preservation concerns.

---

1949 April 21

Conditions Governing Access:

## Conditions Governing Access

Closed to scholarly research due to preservation concerns.

---

1949 June 16

Conditions Governing Access:

## Conditions Governing Access

Closed to scholarly research due to preservation concerns.

---

1949 October 10

Conditions Governing Access:

## Conditions Governing Access

Closed to scholarly research due to preservation concerns.

---

1949 October 27

Conditions Governing Access:

## Conditions Governing Access

Closed to scholarly research due to preservation concerns.

---

1950 January 19

Conditions Governing Access:

## Conditions Governing Access

Closed to scholarly research due to preservation concerns.

---

1950 April 13

Conditions Governing Access:

## Conditions Governing Access

Closed to scholarly research due to preservation concerns.

---

1950 June 8

Conditions Governing Access:

## Conditions Governing Access

Closed to scholarly research due to preservation concerns.

---

1950 June

Conditions Governing Access:

## Conditions Governing Access

Closed to scholarly research due to preservation concerns.

---

1950 October 19

Conditions Governing Access:

## Conditions Governing Access

Closed to scholarly research due to preservation concerns.

---

1951 January 11

Conditions Governing Access:

## Conditions Governing Access

Closed to scholarly research due to preservation concerns.

---

1951 June 14

Conditions Governing Access:

## Conditions Governing Access

Closed to scholarly research due to preservation concerns.

---

1951 October 11

Conditions Governing Access:

## Conditions Governing Access

Closed to scholarly research due to preservation concerns.

---

1952 January 11

Conditions Governing Access:

## Conditions Governing Access

Closed to scholarly research due to preservation concerns.

---

1952 May 9

Conditions Governing Access:

## Conditions Governing Access

Closed to scholarly research due to preservation concerns.

---

1952 November 20

Conditions Governing Access:

**Conditions Governing Access**

Closed to scholarly research due to preservation concerns.

1952

Conditions Governing Access:

**Conditions Governing Access**

Closed to scholarly research due to preservation concerns.

1952 November 20	box 18	folder 152
1953 February 20	box 18	folder 153
1953 May 15	box 18	folder 154
1953 November 12	box 18	folder 155
1954 February 25	box 18	folder 156
1954 May 13	box 18	box 157
1954 November 18	box 18	folder 158
1955 February 10	box 18	folder 159
1955 May 26	box 18	folder 160
1955 November 17	box 18	folder 161
1956 February 9	box 18	folder 162
1956 May 17	box 19	folder 163
1956 November 15	box 19	folder 164
1957 February 14	box 19	folder 165
1957 May 16	box 19	folder 166
1957 November 14	box 19	folder 167
1958 February 13	box 19	folder 168
1958 May 8	box 19	folder 169
1958 November 13	box 19	folder 170
1959 February 11	box 19	folder 171
1959 May 21	box 20	folder 172
1959 November 12	box 20	folder 173
1960 February 11	box 20	folder 174
1960 May 12	box 20	folder 175
1960 November 10	box 20	folder 176
1961 February 9	box 20	folder 177



1961 May 11	box 20	folder 178
1961 November 9	box 20	folder 179
1962 February 8	box 20	folder 180
1962 May 10	box 20	folder 181
1962 November 8	box 20	folder 182
1963 February 14	box 21	folder 183
1963 May 9	box 21	folder 184
1963 November 14	box 21	folder 185
1964 February 13	box 21	folder 186
1964 May 14	box 21	folder 187
1964 November 12	box 21	folder 188
1965 February 25	box 21	folder 189
1965 May 13	box 21	folder 190
1965 November 10	box 21	folder 191
1966 February 10	box 21	folder 192
1966 May 12	box 21	folder 193
1966 November 3	box 22	folder 194
1967 February 7	box 22	folder 195
1967 May 11	box 22	folder 196
1967 November 9	box 22	folder 197
1968 February 15	box 22	folder 198
1968 May 9	box 22	folder 199
1968 November 14	box 22	folder 200
1969 February 13	box 22	folder 201
1969 May 26	box 22	folder 202
1969 November 13	box 23	folder 203
1970 February 19	box 23	folder 204
1970 May 26	box 23	folder 205
1970 November 12	box 23	folder 206
1971 February 24	box 23	folder 207
1971 April 14	box 23	folder 208
1971 May 25	box 23	folder 209

1971 November 10	box 23	folder 210
1972 February 9	box 23	folder 211
1972 May 11	box 23	folder 212
1972 November 9	box 24	folder 213
1973 February 8	box 24	folder 214
1973 May 17	box 24	folder 215
1973 September 14	box 24	folder 216
1973 November 8	box 24	folder 217
1974 February 14	box 24	folder 218
1974 May 9	box 24	folder 219
1974 November 21	box 24	folder 220
1975 February 13	box 24	folder 221
1975 May 8	box 24	folder 222
1975 November 13	box 24	folder 223
1976 February 12	box 25	folder 224
1976 May 13	box 25	folder 225
1976 November 18	box 25	folder 226
1977 February 10	box 25	folder 227
1977 May 12	box 25	folder 228
1977 November 1	box 25	folder 229
1978 February 9	box 25	folder 230
1978 May 11	box 25	folder 231
1978 November 9	box 25	folder 232
1979 February 8	box 25	folder 233
1979 May 10	box 25	folder 234
1979 November 8	box 25	folder 235
1980 February 14	box 25	folder 236
1980 May 8	box 26	folder 237
1980 September 25	box 26	folder 238
1981 May 13	box 26	folder 239
1981 July 7	box 26	folder 240
1981 November 23	box 26	folder 241

1982 April 13	box 26	folder 242
1982 November 9	box 26	folder 243
1983 April 12	box 26	folder 244
1983 July 12	box 26	folder 245
1983 November 8	box 26	folder 246
1984 November 13	box 27	folder 247
	box 27	folder 248
	box 27	folder 249
1985 April 19	box 27	folder 251
	box 27	folder 252
	box 27	folder 250
1987 July 14	box 28	folder 254
	box 28	folder 253
1987 November 10	box 28	folder 255
	box 28	folder 256
1988 April 12	box 28	folder 257
	box 28	folder 258
1988 July 12	box 28	folder 259
	box 28	folder 260
1988 November 8	box 28	folder 262
	box 28	folder 261
1989 April 11	box 29	folder 264
	box 29	folder 263
1989 July 11	box 29	folder 265
	box 29	folder 266
1989 November 14	box 30	folder 268
	box 29	folder 267
1990 April 10	box 30	folder 270
	box 30	folder 269
Finance Committee's and Treasurer's Reports, 1990 April 10	box 30	folder 271
Finance Committee Meeting June 7-8, 1990 June 7-8	box 30	folder 272
1990 July 10	box 30	folder 273

	box 30	folder 274
Finance Committee's and Treasurer's Reports , 1990 July 10	box 30	folder 275
Finance Committee Meeting, 1990 Sept. 10-14	box 30	folder 276
1990 Nov. 19	box 31	folder 278
	box 31	folder 277
Finance Committee Meeting, 1990 Dec. 13-14	box 31	folder 279
1991 April 2	box 31	folder 280
	box 30	folder 281
Finance Committee's and Treasurer's Reports, 1991 April 2	box 31	folder 282
Finance Committee Meeting, 1991 July 2-3	box 31	folder 283
1991 July 9	box 31	folder 284
	box 32	folder 285
Finance Committee's and Treasurer's Reports, 1991 July 9	box 32	folder 286
Finance Committee's and Treasurer's Reports , 1991 Nov. 26	box 32	folder 287
Finance Committee Meeting , 1991 Dec. 13 & 16	box 32	folder 288
1992 April 7	box 32	folder 289
Finance Committee's And Treasurer's Reports, 1992 April 7	box 32	folder 290
Finance Committee Meeting, 1992 June 25-26	box 32	folder 291
1992 July 14	box 32	folder 292
Finance Committee's and Treasurer's Report, 1992 July 14	box 33	folder 293
1992 Nov. 10	box 33	folder 294
Finance Committee's and Treasurer's Reports, 1992 Nov. 10	box 33	folder 295
Finance Committee Meeting , 1992 Dec. 17-18	box 33	folder 296
1993 April 6	box 33	folder 297
Finance Committee's and Treasurer's Reports, 1993 April 6	box 33	folder 298
Finance Committee Meeting , 1993 June 21	box 33	folder 299
Finance Committee's and Treasurer's Reports, 1993 July 13	box 33	folder 300
Finance Committee Meeting , 1993 Dec. 9-10	box 34	folder 300
1993 July 13	box 34	folder 301
Finance Committee's and Treasurer's Reports, 1993 July 13	box 34	folder 302
MEM, 1993 Nov. 4	box 34	folder 303
1993 Nov. 18	box 34	folder 305

	box 34	folder 304
Finance Committee's and Treasurer's Reports, 1993 Nov. 18	box 34	folder 306
1994 April 5	box 35	folder 308
Completed Grant Reports , 1994 April 5	box 35	folder 309
Finance Committee's and Treasurer's Reports, 1994 April 5	box 35	folder 310
Finance Committee Meeting, 1994 June 23-24	box 35	folder 311
Finance Committee Meeting, June 23-24	box 35	folder 312
1994 July 12	box 35	folder 313
Completed Grant Report, 1994 July 12	box 36	folder 314
Finance Committee's and Treasurer's Reports , 1994 July 12	box 36	folder 315
1994 Nov. 8	box 36	folder 316
	box 36	folder 317
Finance Committee's and Treasurer's Reports, 1994 Nov. 8	box 36	folder 318
1995 April 4	box 36	folder 319
Completed Grant Reports, 1995 April 4	box 36	folder 320
Finance Committee's and Treasurer's Reports, 1995 April 4	box 36	folder 321