

Yale University Library
Manuscripts and Archives

Guide to the Commons, Yale University, Records

RU 171



compiled by Staff of Manuscripts and Archives

October 2004

Yale University Library
P.O. Box 208240
New Haven, CT 06520-8240
(203) 432-1735
(203) 432-7441
beinecke.library@yale.edu
<http://www.library.yale.edu/mssa/>

Table of Contents

Collection Overview	3
Requesting Instructions	3
Administrative Information	3
Preferred Citation	3
Scope and Contents	3
General note	4
Arrangement	4
Collection Contents	5
Accession 1936-A-005: Commons financial files, 1883-1927	5
Selected Search Terms	7

Collection Overview

REPOSITORY: Manuscripts and Archives
Yale University Library
P.O. Box 208240
New Haven, CT 06520-8240
(203) 432-1735
(203) 432-7441
beinecke.library@yale.edu
<http://www.library.yale.edu/mssa/>

CALL NUMBER: RU 171

CREATOR: Yale University Dining Halls

TITLE: Commons, Yale University, records

DATES: 1883-1927

PHYSICAL DESCRIPTION: 1.25 linear feet

LANGUAGE: English

SUMMARY: The records consist of financial files documenting the Commons, a Yale dining hall.

ONLINE FINDING AID: To cite or bookmark this finding aid, please use the following link: <https://hdl.handle.net/10079/fa/mssa.ru.0171>

Requesting Instructions

To request items from this collection for use in the Manuscripts and Archives reading room, please use the request links in the HTML version of this finding aid, available at <https://hdl.handle.net/10079/fa/mssa.ru.0171>.

To order reproductions from this collection, please go to http://www.library.yale.edu/mssa/ifr_copy_order.html. The information you will need to submit an order includes: the collection call number, collection title, series or accession number, box number, and folder number or name.

Key to the container abbreviations used in the PDF finding aid:

b. box
f. folder

Administrative Information

Preferred Citation

Commons, Yale University, Records (RU 171). Manuscripts and Archives, Yale University Library.

Scope and Contents

The records consist of financial files documenting the Commons, a Yale dining hall.

General note

Forms part of Yale Record Group 5-F (YRG 5-F), Records documenting operations and administrative services at Yale University.

Arrangement

The records are arranged chronologically.

Collection Contents

Accession 1936-A-005: Commons financial files, 1883-1927

b. 1, f. 1	Payroll	1883, 1884
b. 1, f. 2 - 10	Payroll	1899 October-1900 June
b. 1, f. 11	Daily Provisions Book	1916 March-1918 September
b. 2, f. 12	Cash Receipts Ledger	1919 September-1920 June
b. 2, f. 13	Charge Ledger	1919 September-1920 June
b. 2, f. 14	Provisions & Supplies Ledger	1919 September-1920 June
b. 2, f. 15	Stock Book	1919-1920
b. 3, f. 16	Correspondence related to closing of Dining Hall	1920-1921
b. 3, f. 17	Inventories at closing	1920-1921
	The Kellogg Service, Inc. (1922-23)	
b. 3, f. 18	Contracts with Yale	1923
b. 3, f. 19	Correspondence with Treasurer's Office	1923
b. 3, f. 20	Financial Records & Inventories	1922 June-1922 December
b. 3, f. 21	Financial Records & Biweekly Reports	1922 September-1922 December
b. 3, f. 22 - 23	Financial Records	1923 January-1923 June
b. 3, f. 24	Repair & Replacement Bills	1922-1923
b. 3, f. 25	Miscellaneous & Unclassified	1923?
b. 3, f. 26 - 27	Accounts Payable	1925 September-1927 June
b. 3, f. 28 - 32	Payroll	1925 September-1926 December

b. 4, f. 33 - 34	Payroll	1927 January-1927 June
b. 4, f. 35 - 36	Petty Cash Expenditures	1925 October-1927 June
b. 4, f. 37	Resumes	1926 September-1927 January
b. 4, f. 38	Supplies Inventories	1925 October-1926 June
b. 4, f. 39	Supplies Inventories	1926 October-1927 June
b. 4, f. 40	Miscellaneous & Unclassified	1925-1927
	Yale Theater Lunch Room	
b. 4, f. 41	Accounts Payable	1926 October-1927 May
b. 4, f. 42	Payroll	1926 October-1927 February
b. 4, f. 43	Payroll	1926 March-1927 June
b. 4, f. 44	Resumes & Miscellaneous	1926-1927

Selected Search Terms

The following terms have been used to index the description of this collection in the Library's online catalog. They are grouped by name of person or organization, by subject or location, and by occupation and listed alphabetically therein.

Subjects

Universities and colleges -- Food service

Corporate Bodies

Yale University Dining Halls

Yale University -- Finance