

THE NEW YORK PUBLIC LIBRARY
RARE BOOKS AND MANUSCRIPTS DIVISION
ACCESSION SHEET

Accession # *82 M 22

Location *Annex 21-R-3/5*

Title MAIL AND EXPRESS COMPANY. Records.

Approximate inclusive dates 1904-1920; bulk 1915-1920

Date of receipt Received from New York Evening Mail

Volume on arrival

Number of boxes (after reboxing) 4 RC, 7 AB, 7 packages

Condition Fair--many carbon copies are deteriorating

Restrictions None

Description The Mail and Express Company was the publisher of the Evening Mail, a New York City daily newspaper. This paper traced its origins back to 1836 with the founding of the New York Daily Express. In 1924 the Evening Mail was absorbed by the New York Evening Telegram.

The collection contains non-editorial records for the period 1904-1920. The files of the Treasurer (1915-1920), the Business Manager (1915-1920), and the Auditor (1916-1920) consist of correspondence and memos pertaining to finances, advertising, circulation, and other business issues. There are several payrolls for various departments (1914-1917) including a complete set for the year 1917. The legal files contain briefs, depositions, and court transcripts for lawsuits, primarily libel actions, against the Evening Mail. Information about the newspaper's advertising is found in two volumes--the Advertising Cash Report (1915-1916) and Expired Advertising Contracts (1905-1910). There are architectural drawings of several floors of the company's offices in the Lupton Building at 203 Broadway.

Special Formats Photographs Maps Audio Tapes Films Graphics
 Artifacts Machine-readable records
 Other (list) Architectural records

Temporary catalog card added entries Advertising; Architectural drawing; Business enterprises; Evening Mail (N.Y.C.); Legal documents; New York (City)--Newspapers; Newspapers

Accessioned by Robert Sink

Date 5/6/82

MAIL AND EXPRESS COMPANY
RECORDS

Container List

Box/Package

	Treasurer
1	1915-1920
2	1915-1919
3	Treasurer and Business Manager, 1915-1920
4-6	Business Manager, 1917-1920
	Business Manager and Auditor
7	1916-1920
8	1916-1919
9	Auditor, 1918-1919
	Payrolls
10	1914-1915
11	1915
12	1915, Dec.-1916, May
13	1916, June-Dec.
14	--Stereotype and Press Rooms, 1917
15	--Circulation and Delivery Departments, 1917
16	1917
17	Legal Files, 1904-1915
18	Advertising Cash Report, 1915-1916
	Expired Advertising Contracts, 1905-1910
	Architectural Plans, ca. 1914-1916