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Guide to the
Waldorf-Astoria Hotel records
1893-1929
MssCol 3203

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Summary

Creator: Waldorf-Astoria Hotel (New York, N.Y.)

Title: Waldorf-Astoria Hotel records, 1893-1929

Size: 87.81 linear feet (17 boxes, 627 volumes)

Source: Donated by Waldorf Astoria Hotel, 1929, 1932, 1964

Abstract: The Waldorf-Astoria Hotel was originally built as the Waldorf Hotel at Fifth Avenue and 33rd St. in New York City in 1893 and was merged with the Astoria Hotel in 1897. The hotel was torn down in 1929 and the new Waldorf-Astoria Hotel opened in 1931 on Park Avenue between 49th and 50th Streets.

The collection contains records of the original Waldorf-Astoria Hotel in New York City from the opening of the Waldorf Hotel in 1893 to the closing of the Waldorf-Astoria in 1929. Most of the records cover the period from the 1890s through 1917. Included are guest registers; hotel correspondence of managers Oscar Tschirky and Willard H. Barse; registers of special event bookings, of package deliveries, and of lost and found articles; hotel investigator's logs; floor plans, and examples of the many types of financial records kept by the hotel.

Access: Apply to Manuscripts and Archives Division for access at <http://www.nypl.org/mssref>.

Preferred citation: Waldorf-Astoria Hotel records, Manuscripts and Archives Division, The New York Public Library

Creator history

The original Waldorf-Astoria Hotel was created in 1897 through the consolidation of the Waldorf Hotel and the Astoria Hotel. The Waldorf Hotel, built by William Waldorf Astor at 5th Avenue and 33rd Street in Manhattan on the site of his father's mansion, opened in 1893 to great acclaim as one of the premier luxury hotels in the United States. Not to be outdone by the rival branch of the family, in 1895 John Jacob Astor IV began construction of the Astoria Hotel on the adjacent lot at the corner of 5th Avenue and 34th Street, formerly the site of his mother's mansion. The hotels were merged 1897 and managed as a single entity by veteran hotelier George C. Boldt. In 1929 the hotel was sold to developers, demolished, and replaced by the Empire State Building. A new Waldorf-Astoria opened further uptown at Park Avenue between 49th and 50th Streets in 1931.

Scope and content note

The collection contains records of the original Waldorf-Astoria Hotel from the opening of the Waldorf Hotel in 1893 to the closing of the Waldorf-Astoria in 1929. Most of the records cover the period from the 1890s through 1917. Included are guest registers; hotel correspondence; registers of special event bookings, of package deliveries, and of lost and found articles; hotel investigator's logs; floor plans; and examples of the many types of financial records kept by the hotel. While the records are rarely complete for any particular year or department, they do provide a glimpse of the hotel's operations and significant documentation of its patrons.

The bulk of the collection consists of over 400 guest registers which provide a nearly complete daily listing of the hotel's guests from December 1893 through April 1929 (27 volumes are missing). The registers include each guest's signature, city and state of residence, and room number. In general, four registers were maintained on a quarterly basis, thus sixteen register volumes per year. Since guest names are listed in the order of arrival for each day, researchers looking for the names of specific individuals should first consult the name indices. The indices, 1896-1917, list guest names alphabetically for one, two, or three month periods. Guest names can also be searched in the "transient ledgers" section of the financial records.

Room and count books provide summaries of daily guest visits, listing the room, number of adults, children, and servants and the price charged per day. However, no names are given in these volumes.

Correspondence in the collection chiefly concerns "entertainment engagements" or the booking of the hotel's public rooms for private parties, meetings, banquets, receptions, etc. The files of Oscar Tschirky, manager, and Willard H. Barse, assistant manager, 1906-1910, contain letters to and from clients discussing room selection, proposed menus, seating diagrams, custom party favors and decorations, musical or dramatic entertainment, and the attendant prices. There is also some correspondence with vendors and manufacturers. Clients range from ladies' clubs to major corporations. The registers of entertainment engagement can be found in Series IV.

Additional files contain Tschirky's internal hotel correspondence, 1906, consisting of carbon copies of directives to department heads and other staff regarding procedures; and his general correspondence, 1906-1907, which includes letters from vendors, other "hotel men," guests of the hotel, and correspondence concerning his family and his farm in New Paltz, New York. Miscellaneous hotel correspondence for 1909-1910 concerns mostly guest property accidentally left behind at the hotel but also includes inquiries about specific employees and guests, requests for references, and reports of deaths at the hotel.

The collection also includes samples of the many registers used to keep track of guest property. Present are registers, 1893-1918, of "private safe boxes," "valuable packages," and "lost and found" articles. Valuable package registers list the number of packages delivered, the name of the sender, the intended recipient, employee who received it, where it was deposited, the date delivered, and the signature of the recipient. However, not every register contains the same level of detail.

Two investigator's logs, 1902-1905, contain daily notes made by house detectives on suspicious activities, unsavory or disorderly patrons who were escorted from the premises, and reports of lost, found, or stolen property.

Financial records, 1893-1920, contain samples of the various kind of accounts kept by the hotel including general cash books, cashier's accounts from hotel's restaurant and cafés, payroll records, purchase journals, and transient ledgers. Payroll ledgers provide the names of staff members by department, the wages paid, and deductions made for breakage and uniforms. Transient ledgers list guest names, room number, dates of arrival and departure, the room rate, and charges for sundries. Purchase journals document the hotel's expenditures for furnishings, cleaning supplies, repairs, fuel, and stock for the wine cellar and the store room.

Miscellaneous additional records in the collection include an 1893 inventory of furniture, floor plans, and eight scrapbooks of newspaper clippings from the 1920s.

Arrangement

The Waldorf-Astoria Hotel records are organized into the following series:

- I. Correspondence, 1906-1910
- II. Guest registers, indices, and summaries, 1893-1929
- III. Guest property, 1893-1918
- IV. Entertainment engagements, 1897-1917, 1925
- V. Investigator's logs, 1902-1904
- VI. Financial records, 1893-1925
- VII. Scrapbooks, 1925-1929
- VIII. Furniture and floor plans, 1893, undated
- IX. Notebooks, 1899, 1919, 1925-1926

Key terms

Subjects

Bars (Drinking establishments) -- New York (State) -- New York
Hotels -- New York (State) -- New York
Taverns (Inns) -- New York (State) -- New York

Places

New York (N.Y.) -- Social life and customs

Names

Barse, Willard H.
Tschirky, Oscar, 1866-1950
Waldorf-Astoria Hotel (New York, N.Y.)

Special formats

Financial records
Registers
Scrapbooks

Container list

I. Correspondence, 1906-1910

I.A. Entertainment engagements

Oscar Tschirky, Manager

- b.1 f.1-13 1906
- b.2 f.1-11 1907 Jan-Mar, A-P
- b.3 f.1-4 1907 Jan-Mar, R-Z
- b.3 f.5-13 1907 Apr-Dec, A-P
- b.4 f.1-5 1907 Apr-Dec, R-Z
- b.4 f.6-12 1908, A-N
- b.5 f.1-4 1908, O-Z
- b.5 f.5-10 1909, A-L
- b.6 f.1-10 1909, M-Z
- b.7 f.1-14 1910, A-W

Willard H. Barse, Asst. Manager

1906-1907

- b.8 f.1-15 A-H
- b.9 f.1-12 I-S
- b.10 f.1-3 T-Z

1907-1908

- b.10 f.4-12 A-D
- b.11 f.1-11 E-L
- b.12 f.1-12 M-T
- b.13 f.1-3 W-Z

1909-1910

- b.13 f.4-9 F-K
- b.14 f.1-10 L-Q

I.B. Oscar Tschirky

- b.15 f.1-2 Internal correspondence, 1906 Mar-Jun
- b.15 f.3-15 General correspondence, 1906-1907
- b.16 f.1-13 I.C. Miscellaneous, 1909-1910

II. Guest registers, indices, and summaries, 1893-1929

Name indices

- v.28 1896 Nov 18-Dec
- v.54 1896 Dec 19-1897 Jan 29
- v.37 1897 Jan 30-Feb 26
- v.305 1897 Jun 4-Aug 21
- v.298 1897 Aug 22-Oct 2
- v.17 1897 Oct 3-Nov 13
- v.19 1897 Nov 18-Dec 18

II. Guest registers, indices, and summaries, ... (cont.)

Name indices (cont.)

v.18	1897 Dec 19-1898 Jan 30
v.16	1898 Feb 27-Mar 5
v.140	1898 Apr 18-Jun 11
v.44	1898 June 11-Aug 14
v.139	1898 Aug 14-Sep 28
v.304	1898 Sep 26-Nov 5
v.39	1899 Feb 1-May 9
v.36	1900 Jul 23-Sep 24
v.34	1900 Sept 4-Oct 4
v.270	1900 Oct 3-1901 Oct 7
v.301	1900 Nov 30-1901 Jan 10
v.27	1900 Oct 4-Nov 11
v.389	1905 May 3-Jun 17
v.203	1905 Jun 17-Jul 17
v.283	1907 May 1-July 11
v.288	1907 Jul 12-Sep 22
v.284	1907 Sep 23-Nov 25
v.286	1912 Mar-Apr 8
v.299	1900 Nov 11-30
v.289	1912 Apr 8-May 1
v.40	1916
v.42	1917 Jan 8-Mar 11
v.38	undated
v.285	undated
v.302	undated
v.323	Apr 4-Jun 3
v.41	Dec 16-Feb 4
v.303	Jan 30-Feb 27
v.390	Mar 25-May 2
v.43	Sep 3-Oct 21
v.101	Private, Permanent Rentals, undated

Guest registers

v.261	1893 Dec 5-1894 Apr 4
v.292	1894 Jul 16-Oct 13
v.293	1895 Jul 18-Oct 6
v.294	1897 Jun 8-Nov 2, no. 1

II. Guest registers, indices, and summaries, ... (cont.)

Guest registers (cont.)

v.295	1897 Jun 21-Oct 30, no. 2
	1897 Nov 1-1898 Apr 13
v.290	No. 1
v.63	No. 2
v.296	No. 3
v.20	No. 4
	1898 Apr 14-Sep 26
v.57	No 1
v.141	No 2
v.142	No 3
	1898 Oct 1-1899 Feb 1
v.62	No 1
v.61	No 2
v.291	No 3
v.191	No 4
	1899 Feb 1-May 21
v.24	No 2
v.25	No 3
v.26	No 4
	1899 May 22-Sep 23
v.23	No 1
v.56	No 2
v.55	No 3
v.188	No 4
	1899 Sep 23-1900 Jan 14
v.60	No 1
v.32	No 2
v.35	No 3
v.82	No 4
	1900 Jan 15-Apr 29
v.45	No 1
v.31	No 2
v.30	No 3
v.46	No 4
	1900 Apr 30-Aug 31
v.47	No 1

II. Guest registers, indices, and summaries, ... (cont.)

Guest registers (cont.)

1900 Apr 30-Aug 31 (cont.)

v.154 No 2
v.153 No 3
v.155 No 4

1900 Sep 1-Dec 12

v.75 No 1
v.33 No 2
v.59 No 3
v.58 No 4

1900 Dec 13-1901 Apr 2

v.184 No 1
v.48 No 2
v.182 No 3
v.183 No 4

1901 Apr 3-Jul 31

v.354 No 1
v.350 No 2
v.202 No 3
v.195 No 4

1901 Aug 1-Nov 15

v.352 No 1
v.152 No 2
v.351 No 3
v.196 No 4

1901 Nov 16-1902 Mar 14

v.349 No 1
v.192 No 2
v.348 No 3
v.347 No 4

1902 Mar 15-Jul 1

v.359 No 1
v.186 No 2
v.193 No 3
v.201 No 4

1902 Jul 2-Oct 19

v.64 No 1
v.356 No 2

II. Guest registers, indices, and summaries, ... (cont.)

Guest registers (cont.)

1902 Jul 2-Oct 19 (cont.)

v.357 No 3

v.21 No 4

1902 Oct 20-1903 Feb 9

v.199 No 1

v.198 No 2

v.194 No 3

v.200 No 4

1903 Feb 10-May 31

v.360 No 1

v.363 No 2

v.169 No 3

v.361 No 4

1903 Jun 1-Sep 27

v.365 No 1

v.364 No 2

v.366 No 3

v.187 No 4

1903 Sep 28-1904 Jan 18

v.368 No 1

v.367 No 2

v.369 No 3

v.372 No 4

1904 Jan 19-May 9

v.371 No 1

v.379 No 2

v.382 No 3

v.374 No 4

1904 May 10-Sep 1

v.373 No 1

v.375 No 2

v.377 No 3

v.378 No 4

1904 Sep 1-Dec 8

v.380 No 1

v.423 No 2

v.376 No 3

II. Guest registers, indices, and summaries, ... (cont.)

Guest registers (cont.)

1904 Sep 1-Dec 8 (cont.)

v.370 No 4

1904 Dec 12-1905 Mar 27

v.388 No 1

v.386 No 2

v.173 No 3

v.174 No 4

1905 Mar 28-Jun 7

v.385 No 1

v.384 No 2

v.355 No 3

v.383 No 4

1905 Jul 7-Oct 13

v.644 No 1

v.148 No 2

v.147 No 3

v.358 No 4

1905 Oct 14-1906 Jan 21

v.381 No 1

v.197 No 2

v.190 No 3

v.401 No 4

1906 Jan 22-Apr 19

v.168 No 1

v.397 No 2

v.398 No 3

v.399 No 4

1906 Apr 20-Aug 13

v.395 No 1

v.403 No 2

v.171 No 3

v.172 No 4

1906 Aug 14-Nov 15

v.393 No 1

v.396 No 2

v.387 No 3

v.400 No 4

II. Guest registers, indices, and summaries, ... (cont.)

Guest registers (cont.)

1906 Nov 16-1907 Feb 7

v.165 No 1
v.166 No 2
v.167 No 3
v.170 No 4

1907 Feb 18-Jun 3

v.412 No 1
v.413 No 2
v.406 No 3
v.407 No 4

1907 Jun 4-Sep 2

v.405 No 1
v.408 No 2
v.410 No 3

1907 Sep 3-Dec 7

v.29 No 1
v.49 No 2
v.414 No 3
v.409 No 4

1907 Dec 9-1908 Mar 30

v.416 No 1
v.417 No 2
v.418 No 3
v.419 No 4

1908 Mar 30-Jul 28

v.421 No 1
v.422 No 2
v.425 No 3
v.420 No 4

1908 Jul 28-Nov 12

v.424 No 1
v.643 No 2
v.144 No 3
v.145 No 4

1908 Nov 13-1909 Feb 11

v.150 No 1

II. Guest registers, indices, and summaries, ... (cont.)

Guest registers (cont.)

1908 Nov 13-1909 Feb 11 (cont.)

v.430 No 2
v.431 No 3
v.151 No 4

1909 Feb 12-May 24

v.428 No 1
v.432 No 2
v.146 No 3
v.143 No 4

1909 May 25-Sep 12

v.427 No 1
v.426 No 2
v.433 No 3
v.434 No 4

1909 Sep 13-Dec 10

v.394 No 1
v.436 No 2
v.177 No 3
v.179 No 4

1909 Dec 11-1910 Mar 17

v.438 No 1
v.440 No 2
v.344 No 3
v.439 No 4

1910 Mar 18-Jun 21

v.437 No 1
v.435 No 2
v.441 No 2
v.442 No 4

1910 Jun 22-Sep 30

v.158 No 1
v.157 No 2
v.156 No 3
v.181 No 4

1910 Oct 1-Dec 30

v.429 No 1
v.180 No 2

II. Guest registers, indices, and summaries, ... (cont.)

Guest registers (cont.)

1910 Oct 1-Dec 30 (cont.)

v.346 No 3

v.345 No 4

1911 Jan 1-Apr 1

v.448 No 1

v.185 No 2

v.178 No 3

v.446 No 4

1911 Apr 2-Jul 5

v.444 No 1

v.443 No 2

v.447 No 3

v.175 No 4

1911 Jul 6-Oct 4

v.176 No 1

v.452 No 2

v.451 No 3

v.450 No 4

1911 Oct 5-Dec 31

v.449 No 1

v.454 No 2

v.453 No 3

v.445 No 4

1912 Jan 1-Mar 28

v.459 No 1

v.457 No 2

v.162 No 3

v.159 No 4

1912 Mar 27-Jun 12

v.160 No 2

v.164 No 3

v.455 No 4

1912 Jun 29-Oct 7

v.456 No 1

v.458 No 2

v.163 No 3

v.460 No 4

II. Guest registers, indices, and summaries, ... (cont.)

Guest registers (cont.)

1912 Oct 8-1913 Jan 9

v.468 No 1
v.464 No 2
v.467 No 3
v.474 No 4

1913 Jan 10-Apr 10

v.465 No 1
v.482 No 2
v.463 No 3
v.161 No 4

1913 Apr 11-Jul 29

v.462 No 1
v.472 No 2
v.461 No 2
v.473 No 4

1913 Jul 30-Oct 31

v.469 No 1
v.471 No 2
v.466 No 3
v.470 No 4

1913 Nov 1-1914 Feb 2

v.475 No 1
v.481 No 2
v.476 No 3
v.135 No 4

1914 Feb 3-May 10

v.130 No 1
v.133 No 2
v.137 No 3
v.138 No 4

1914 May 11-Sep 4

v.479 No 1
v.480 No 2
v.110 No 3
v.112 No 4

1914 Sep 5-Dec 24

II. Guest registers, indices, and summaries, ... (cont.)

Guest registers (cont.)

1914 Sep 5-Dec 24 (cont.)

v.478 No 1
v.134 No 2
v.477 No 3
v.483 No 4

1914 Dec 25-1915 Apr 14

v.489 No 1
v.136 No 2
v.132 No 3
v.492 No 4

1915 Apr 15-Aug 18

v.485 No 1
v.490 No 2
v.484 No 3
v.129 No 4

1915 Aug 19-Nov 30

v.488 No 1
v.131 No 2
v.487 No 3
v.486 No 4

1915 Dec 1-1916 Mar 6

v.51 No 1
v.50 No 3
v.496 No 4

1916 Mar 7-Jun 19

v.495 No 1
v.494 No 2
v.491 No 3
v.79 No 4

1916 Jun 20-Oct 16

v.105 No 1
v.78 No 2
v.77 No 3
v.106 No 4

1916 Oct 17-1917 Jan 19

v.107 No 2
v.497 No 3

II. Guest registers, indices, and summaries, ... (cont.)

Guest registers (cont.)

1916 Oct 17-1917 Jan 19 (cont.)

v.74 No 4

1917 Jan 20-Apr 30

v.80 No 2

v.81 No 3

v.76 No 4

1917 May 1-Aug 21

v.104 No 1

v.244 No 2

v.504 No 3

v.502 No 4

1917 Aug 22-Nov 21

v.499 No 1

v.503 No 2

v.73 No 3

v.498 No 4

1917 Nov 22-1918 Feb 3

v.505 No 1

v.500 No 2

v.501 No 3

v.246 No 4

1918 Feb 4-Mar 31

v.513 No 1

v.242 No 2

v.247 No 3

v.642 No 4

v.510 1918 Apr

v.507 1918 May

v.509 1918 Jun

v.511 1918 Jul

v.506 1918 Aug

v.508 1918 Sep

v.512 1918 Nov

v.515 1918 Dec

v.522 1919 Jan

v.517 1919 Feb

v.518 1919 Mar

II. Guest registers, indices, and summaries, ... (cont.)

Guest registers (cont.)

v.516	1919 Apr
v.586	1919 May
v.529	1919 Jun
v.587	1919 July
v.519	1919 Aug
v.583	1919 Sep
v.514	1919 Oct
v.521	1919 Oct
v.520	1919 Nov
v.523	1919 Dec
v.585	1920 Jan
v.527	1920 Feb
v.526	1920 Mar
v.525	1920 Apr
v.524	1920 May
v.528	1920 Jun
v.530	1920 Jul
v.584	1920 Aug
v.531	1920 Sep
v.532	1920 Oct
v.533	1920 Nov
v.534	1920 Dec
v.546	1921 Jan
v.535	1921 Feb
v.545	1921 Mar
v.536	1921 Apr
v.537	1921 May
v.542	1921 Jun
v.538	1921 Jul
v.539	1921 Aug
v.541	1921 Sep
v.540	1921 Oct
v.543	1921 Nov
v.544	1921 Dec
v.547	1922 Jan
v.548	1922 Feb

II. Guest registers, indices, and summaries, ... (cont.)

Guest registers (cont.)

v.550	1922 Mar
v.549	1922 Apr
v.551	1922 May
v.552	1922 Jun
v.553	1922 Jul
v.554	1922 Aug
v.557	1922 Sep
v.556	1922 Oct
v.555	1922 Nov
v.558	1922 Dec
v.559	1923 Jan
v.564	1923 Feb
v.566	1923 Mar
v.565	1923 Apr
v.562	1923 May
v.561	1923 Jun
v.560	1923 Jul
v.568	1923 Aug
v.569	1923 Sep
v.567	1923 Oct
v.563	1923 Nov
v.570	1923 Dec
v.571	1924 Jan
v.572	1924 Feb
v.574	1924 Mar
v.573	1924 Apr
v.576	1924 May
v.578	1924 Jun
v.575	1924 July
v.579	1924 Aug
v.577	1924 Sep
v.580	1924 Oct
v.581	1924 Nov
v.582	1924 Dec
v.591	1925 Jan
v.590	1925 Feb

II. Guest registers, indices, and summaries, ... (cont.)

Guest registers (cont.)

v.589	1925 Mar
v.588	1925 Apr
v.593	1925 May
v.594	1925 June
v.595	1925 July
v.592	1925 Aug
v.596	1925 Sep
v.598	1925 Oct
v.599	1925 Nov
v.597	1925 Dec
v.600	1926 Jan
v.601	1926 Feb
v.602	1926 Mar
v.603	1926 Apr
v.605	1926 May
v.606	1926 Jun
v.604	1926 Jul
v.607	1926 Aug
v.608	1926 Sep
v.609	1926 Oct
v.610	1926 Nov
v.611	1926 Dec
v.613	1927 Jan
v.614	1927 Feb
v.612	1927 Mar
v.615	1927 Apr
v.617	1927 May
v.616	1927 Jun
v.619	1927 Jul
v.618	1927 Aug
v.621	1927 Sep
v.620	1927 Oct
v.622	1927 Nov
v.623	1927 Dec
v.624	1928 Jan
v.626	1928 Feb

II. Guest registers, indices, and summaries, ... (cont.)

Guest registers (cont.)

v.625 1928 Mar
v.627 1928 Apr
v.628 1928 May
v.630 1928 Jun
v.629 1928 July
v.631 1928 Aug
v.634 1928 Sep
v.632 1928 Oct
v.633 1928 Dec
v.638 1929 Jan
v.636 1929 Feb
v.635 1929 Mar
v.637 1929 Apr

Departures

v.269 1895 Nov 9-Dec 9
v.52 1897 Mar 20-Oct 21
v.15 1897 Oct 22-1898 Mar
v.300 1898 Mar 9-Jul 22
v.391 1905 Feb 6-Sept 25
v.189 1905 Feb 6-Sept 26
v.287 1907 Mar 26-Oct 23

Room and count books

v.321 1897 Apr 1-Oct 2
v.320 1897 Oct 3-Nov 12
v.127 1897 Nov 13-1898 May 20
v.337 1898 May 21-Nov 25
v.332 1898 Nov 26-1899 Jun 2
v.641 1899 Dec 7-1900 Jun 12
v.128 1903 Jan 12-Jul 19
v.338 1905 Aug 12-1906 Mar 12; 1898 May 21-Nov 25; 1899 Dec 7-1900 Jun 12

III. Guest property, 1893-1918

Private safe boxes

v.239 Undated
v.240 Undated
v.72 1900 Apr 14-1901 Jan 1
v.353 1904 Jun 1-1906 Jan 15

III. Guest property, 1893-1918 (cont.)

Valuable package registers

- v.272 Undated
- v.100 1893 Jun-1896 Apr
- v.217 1898 May-1899 Mar
- v.211 1899 Dec 22-1900 Oct
- v.218 1899 Mar-Dec
- v.232 1900 Oct-1901 May 3
- v.215 1901 May 4-1901 Dec
- v.231 1902 Jan-Oct
- v.228 1902 Oct-1903 Apr
- v.229 1903 Apr 21-Dec 28
- v.234 1903 Dec 29-1904 Oct 20
- v.235 1904 Oct 21-1905 May 27
- v.69 1905
- v.236 1905 Dec 25-1906 Sep 20
- v.233 1906 Sep-1907 Mar 12
- v.216 1907 Mar-Nov
- v.230 1908 Nov-1909 Sep
- v.225 1909 Dec
- v.212 1909 Sep-1910 Jun
- v.223 1916 Mar-1917 Feb
- v.68 1916 Mar-1917 Feb

Lost and found registers

- v.214 Lost property, 1903 Aug-1907 Apr
- v.249 Lost property, 1906 Aug 8-1907 May 24
- v.224 Valuable package record, 1903 Feb 28-1904 Jun 1
- v.402 Valuable package / Lost and Found, 1904 Jun 1-1906 Jan 15
- v.411 Valuable package / Lost and Found, 1906 Jan 16-1907 Apr 20
- v.238 Valuable packages /Lost and Found, 1907 Apr 20-1908 Oct 3
- v.207 Lost and found articles, 1906 Jan-Jun
- v.226 Lost and found, 1906 Nov 27-1907 Jun 13
- v.213 Lost and found, 1907 Jun 14-1908 Feb 4
- v.210 Lost property, 1908 Apr 23-1909 Feb 29
- v.227 Lost and found, 1908 Nov-1909 Jun
- v.222 Lost and found, 1910 Jan 12-Aug 29
- v.208 Lost and found articles, 1910 Oct-1911 Oct

III. Guest property, 1893-1918 (cont.)

Lost and found registers (cont.)

- v.109 Lost and found, 1912 Mar 18-Dec 19
- v.237 Lost and Found Daily #13, 1918 Feb-
House Officer's Reports of Lost Articles
1906 Mar 7-Aug 6
- v.392 1907
- v.404 1907 May 8-1908 Jun 1
- v.267 1908 Jun 4-1909 Apr 14
- v.265 1909 Apr 15-1910 Feb 5
- v.262 1910 Feb 5-Oct 11
- v.263 1910 Oct 11-1911 May 21
- v.268 1911 Jun 3-1912 Mar 8

IV. Entertainment engagements, 1897-1917, 1925

Entertainment engagement registers

- v.220 1898 Jan-Dec
- v.9 1898 Oct-1899 Jul 1
- v.10 1899 Oct 1-1900 Jul 1
- v.259 1900 Oct 1-1901 Jul 1
- v.108 1901 Oct 1-1902 Jul 1
- v.11 1902 Jul-Oct
- v.14 1902 Feb 28-1903 Jan 7
- v.12 1902 Oct 1-1903 Oct. 1
- v.8 Name index, 1897-1902
- v.342 Index to entertainments, 1902-1904
- v.362 Guest register, 1903 Oct 7-1906 Jan 30
Horse Artillery, London; Ancient and Honorable Artillery of Massachusetts; E.A. Woods party;
Electrical Engineers, Penna. R.R. party, Cornell glee club, Army Athletic Asso., Johns-Manville
- v.253 Entertainments & Rents (no. 3), 1908 Apr-1910 Apr 1
- v.327 Entertainments & Rents, 1910-1912
- v.251 Special convention register, 1917 Nov. 11
National Hotel Men's Exposition. Grand Central Salon
- v.117 Convention and meeting room reservation record, 1925

V. Investigator's logs, 1902-1904

- v.13 1902 May-1904 Nov
(The "black book")
- v.221 1904 Nov-1905 Oct

VI. Financial records, 1893-1925

Balance sheets

VI. Financial records, 1893-1925 (cont.)

Balance sheets (cont.)

- v.102 1893 May 31-1895 May 31
- v.121 1894 Jun-1897 Oct
- v.309 Balance on accounts, 1899 Mar 31-Dec 31

Cash books

- v.255 1893 Jan-Nov
- v.256 1893 Apr 13-1895 Jun 30
- v.71 Wine, Liquors & Cigars, 1893 Mar-1894 Oct
- v.310 Cash Book #2, 1893 Nov 22-1894 Jul 31
- v.254 Cash Book #3, 1894
- v.317 Cash Book #4, 1895 Feb 1-Aug 31
- v.83 Cash Book #5, 1895 Sep-1896 Feb
- v.86 Cash Book #6, 1896 Mar-Oct
- v.319 Cash Book, 1896 Mar 31-1897 Oct 1
- v.94 Cash Book, 1896 Oct-1897 May
- v.640 Cash Book #1, 1897 Nov 1-1899 Dec 31
- v.639 Cash Book #2, 1900 May 1-1906 Dec 31
- v.123 Cash Book #1, 1901 May 1-1906 Dec 31
- v.257 Cash Book, 1905-1908

Daily accounts

- v.341 Daily receipts and disbursements, 1893 Jan-Dec
- v.336 Daily Statements, 1898 Jul 31-1898 Oct 1
- v.204 Daily tally of income?, 1925 Feb 1-Oct 31

Empire room restaurant

- v.119 Accounts, 1917 Mar-Apr
- v.120 Accounts, 1917 Mar-May
- v.307 Cashier's record book, 1918 May 17-23 (Mostly empty)

North Café accounts

- v.114 Accounts, 1917 Jan-Jul
- v.115 Accounts, 1917 Apr-Oct
- v.219 Cashier's record, 1917
Includes waiter no., check no., total cash, total credit, wine, food, cigars. . This is one of the samples kept when others of the original 125 volumes were discarded in 1950s.
- v.118 Open Bar account book, 1918 Mar-May
- v.266 Cashier's record book, 1917 Aug 5-1918 May 20
- v.343 Summary of guest charges, 1918 Apr 8-May 22
- v.245 Waiters signatures, opening and closing book #2, 1924

Payroll

VI. Financial records, 1893-1925 (cont.)

Payroll (cont.)

General

- v.111 1893 Apr-Dec
- v.324 1896 Nov-1897 May
- v.279 1897 Jun
- v.280 1897 Dec
- v.318 1897 Nov-1898 Jan
- v.312 1899 Jul-Dec
- v.206 1910 Jul-Dec
- v.311 1915 Jul-Dec

Housekeepers Department

- v.271 1895 Feb-1897 Oct 31
- v.313 1897 Nov-1900 May
- v.314 1900 Jun-

Summary of payroll

- v.205 1893 Dec-1894 Jun
- v.260 1894 Jan-Jun
- v.53 1894 Jul-Dec
- v.122 1905 Jul-Dec
- b.17 Comparative statement of wages, 1900-1913

Purchase journals

Furniture and fixtures

- v.308 1893 Jan-Nov
- v.113 1893 Mar-Apr
- v.315 No. 1, 1897 Nov 1-1898 Jun 10
- v.85 Unnumbered, 1899 Jun 5-1900 Jan 31
"Entries are alphabetical for each day. One column references a folio number and expenses by category (wine cellar, store room , fuel, repairs, etc.)"
- v.96 No. 6, 1902 Dec 8-Dec 31; 1903 Feb 1-18; Apr 1-30; Jun 1-30; Jul 29 (bill #1848);
Aug 1-21 (bill #1465)
- v.340 No. 4, 1905 May 3-Jun 17
- v.339 No. 19, 1907 Nov-1908 Jul
- v.252 Unnumbered, 1910 Oct 1-1912 Oct 31
"Mechanical stores, furnishing for divisions, etc."
- v.278 No. 42, 1914 Nov-1915 Jul

Transient ledgers

"room, name, arrival, dept, rate, sundries"

- v.92 1893 Oct-Dec, A-Z
- v.282 1894 Jan-Mar, vol. 3

VI. Financial records, 1893-1925 (cont.)

Transient ledgers (cont.)

- v.274 1894 Apr-May, vol. 4
- v.91 1894 Sept-Oct, A-Z
- v.88 1894 Nov-1895 Jan, A-Z, vol. 7
- v.87 1895 Jun, A-G, vol. 100
- v.275 1910 Jun 1-Sep, vol. 44
- v.89 1910 Aug-Oct, H-O, vol. 63
- v.276 1913 Apr 9-Jun, P-Z, vol. 101
- v.93 1914 Nov 24-1915 Jan 24, P-Z, vol. 110
- v.97 1915 Apr-Jun, A-G, vol. 99
- v.90 1915 May 2-Jul 13, P-Z, vol. 113
- v.84 1915 Jul 13-Sep 19, P-Z, vol. 114
- v.281 1915 Oct-Dec, H-O, vol. 91
- v.316 1917 Feb-Mar, P-Z, vol. 124
- v.95 1917 Apr 25-Jun 23, A-G, vol. 111

Voucher registers

- v.333 Ledger No. 1, 1897 Nov 1-1898 Apr 29
"Date to whom discounts allowed, purchase lender, etc."
- v.126 Unnumbered, 1904 Sep 2-1906 Apr 18 (#15001-22450)
- v.124 No. 7, 1911 Jun 21-1913 May 9 (#45001-#52500)
- v.334 Treasurer No. 1, 1918 March-1920 Feb

VII. Scrapbooks, 1925-1929

- v.1 1925-1926
- v.2 1926 Dec 1-1927 Mar 30
- v.248 1927 Apr-Jul
- v.3 1927 Aug 4-Dec 31
- v.4 1928 Jan 1-Jun 30
- v.5 1928 Jul 3-Oct 21
- v.6 1928 Oct 22-Dec 30
- v.7 1929 Jan 1-Mar 31

VIII. Furniture and floor plans, 1893, undated

- v.116 Inventory of furniture, 1893 Jun 15
- v.125 Floor plans

IX. Notebooks, 1899, 1919, 1925-1926

- v.325 Day book, 1899
- v.66 Day book, 1919
- v.250 Journal of reservations? , 1925 Jan-Dec

IX. Notebooks, 1899, 1919, 1925-1926 (cont.)

v.103 Notes, 1926 Jan 1