

100-1 Dalgety and Company Limited Melbourne Branch deposit 1

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INCORPORATION 100/1/1

Memorandum and Articles of Association as adopted and amended 1948, 1952 and 1953

(2 copies)

100/1/2 GENERAL FINANCE

Accounts Current Ledgers, Dalgety, Gore & Company

1843 - 1853

See Calendar for details

(2 vols)

(Note: The first volume initially Griffiths, Borrodale, Gore & Co. Melbourne; from 1847

headed Dalgety, Gore & Company)

Accounts Current Ledgers, Dalgety, Cruickshank & Company 100/1/3

1851-1858

See Calendar for details

(2 vols)

(Note: Initially Dalgety, Gore & Company changing in 1852 to Dalgety, Cruickshank

& Company)

Accounts Current Ledgers, Dalgety & Company 100/1/4

1859 - 1884

See Calendar for details

(21 vols)

(Note: from 1859 to 1867 volumes headed

Dalgety & Company, then Dalgety, Blackwood & Company)

Accounts Current Ledger, Dalgety Blackwood & Company 100/1/5

(Shipping accounts), 1874-1883

Rough Accounts Current Ledgers, Dalgety Blackwood & Company 100/1/6

1875-1884

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(12 Vols)

General Ledgers, Dalgety Blackwood & Company 1850-1898 100/1/7

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(19 vols)

(Note; after incorporation of the Company in 1884,

volumes headed Dalgety & Company Limited)

General Ledgers (impersonal) Dalgety & Company 100/1/8

Limited 1897-1911

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General Ledgers (impersonal), Dalgety Blackwood & Company 100/1/9

Limited 1893-1901

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Ledgers, mostly arising from wool and other produce 100/1/10

transactions, (A - G) Dalgety & Company Limited 1895-1897

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-	100/1/11	Consignment Ledgers, Dalgety, 1857-1899	Blackwood and Company
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	100/1/12	Trade and Shipping Ledgers, en from tobacco and wine and spir Limited	
	100/1/13	GENERAL FINANCE Trade Ledger, entries arising and wine and spirit trade, (No Dalgety & Company Limited 1904	. 8 part 2),
)	100/1/14	Index to Ledger (Trade) (undat	ed) (1 vol)
*	100/1/15	1906-1908	. & P.) Dalgety & Company Limited (1 vol)
	100/1/16	Ledger recording accounts of c produce received and disposed <u>Limited</u> 1887-1888 <u>See also</u> 100/1/146-152	
			(1 vol)
	100/1/17	Journal, Dalgety, Gore Company	1848-1850 (1 vol)
	100/1/18	Journals, Dalgety, Blackwood & See Calendar	1848-1850 (1 vol) Company 1873-1881
	100/1/19	Cash Book, <u>Dalgety</u> , Blackwood 1877-July 1877	
ř	100/1/20	Estimates (Monthly) of Profit Limited 1891-1902	and Loss <u>Dalgety & Company</u> (1 vol)
	100/1/21	Analysis of Profit and Loss Ac Limited 1892-1895	(1 vol)
	100/1/22	Summary of monthly revenue of Company Limited 1917-18 - 1934	
	100/1/23	Drafts of Foreign Constitutuer Limited 1882-1950	nts, Dalgety & Company (1 vol)
			\= · · · · · /

(1 vol)

DALGETY & N.Z.L. LIMITED - MELBOURNE BRANCH ; 45 40 OFFICE

Deposit 100/1

Inclusive dates: 1843-1967

Quantity: 128 running feet

Summary

100/1/1	Incorporation
100/1/2-49	General Finance
100/1/50-65	General Correspondence
100/1/66-70	Conference Reports
100/1/70A-77	Legal Documents and Legal Material
100/1/78-81	Staff Records and Newspaper Cuttings (See also 100/1/25)
100/1/82-145	Capital Structure
100/1/146-152	Wool and Produce Department
100/1/153-155	Merchandise Department
100/1/156-178	Auditor's and Accountant's Department
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100/1/181-203	Travel Department
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100/1/217-222	Dalgety's Properties (Victoria) Pty. Ltd.
100/1/223-224	Miscellaneous

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Abstract (Head Office) containing daily record of financial transactions, e.g. transfer of funds, drafts, insurance and commission payments, Dalgety & Company Limited 1902-1907

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100/1/24A Dalgety & N.Z.L. Ltd. Register of debits and credits with Victorian Branches of the National Bank of Australasia Ltd.

Nov. 1960 - Aug. 1965

3/4" in 1 vol.

100/1/25 Salary and wages records of Dalgety & Co. Ltd., Dalgety & N.Z.L. Ltd. and Dalgety Trading Co. Pty. Ltd.

Nov. 1920 - Aug. 1926, April 1955 - June 1963.

(Note: See 100/1/78-81 for other staff records)

(See calendar) 2'6" in 3 boxes and 2 vols.

200/1/26 Petty Cash Book recording stamp purchases, Dalgety & Company Limited newspaper subscriptions etc., 1952

100/1/27 General Franking Book, (undated).

(1 vol)

Interest Account Book recording interest charged on accounts (vol 9) (press-copy), <u>Daigety & Company Limited</u> 1921-1922

(1 vol)

GENERAL FINANCE

Melbourne Branch Manager's annual (some half-yearly)
Reports to the General Manager on clients' and
Sub-Branch accounts and at times incorporating
Departmental Reports, 1914-1961

(<u>See Calendar</u>) (<u>See also 100/1/30</u>)

(35 boxes)

Melbourne Branch Departmental Manager's Reports to the Melbourne Branch Manager re profit and loss figures and other information about various Departments, (e.g. Insurance, Shipping, Merchandise, Stock, Wool and Produce etc.), 1918-1947

(<u>See also 100/1/29</u>)

(5 boxes)

Melbourne Branch Manager's annual Report to the General Manager including reports on clients' accounts, and sub-Branch and Departmental reports, (some different information from that of 100/1/29), 1948-1954)

(<u>See Calendar)</u> (<u>See als</u>o 100/1/29/147-168)

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100/1/32 Melbourne Reports to the Managing Director including annual profit and loss results and Sub-Branch and Departmental Reports, Bad and Doubtful Debts and other information, 1955-1961

(<u>See</u> Calendar) (<u>See also</u> 100/1/29)

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MELBOURNE BRANCH

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100/1/33 Melbourne Branch Report to the Managing Director

(loose pages), 1964

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Geelong Branch Manager's Report to the General 100/1/35 Manager including reports on clients' accounts,

Departmental and Sub-Branch reports,

1915-1961

(1 box)

See Calendar

Sydney Branch Manager's Report to the General 100/1/36

Manager, 1915-1918

See Calendar

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Shepparton, 1937-1941

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file) giving details of advances, clients' accounts, bad and doubtful debts etc.,

1957-1963

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lists of balances, stock on hand and other papers for preparation of Balance Sheets,

1949 - 1955

See Calendar

See also 100/1/40; 100/1/41

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See Calendar

See also 100/1/39; 100/1/41

(2 boxes) 1 / 600'

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Directors' Reports containing annual Balance Sheets, Statements of Profit and Loss, Notices

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Dalgety & Company Limited and covering Australia and New Zealand, giving economic,

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Australian Woolgrowers of profits arising out of the war-time Wool Realisation scheme of purchases

by the British Government of wool clips (Distribution

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See also 100/1/45-46

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Clients' private ledgers, 1889-1954 See Calendar See also 100/1/44-46

(35 vols)

100/1/46

Clients' private journals, 1918-1951
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See also 100/1/44, 100/1/45
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100/1/47

Private journal, R. Gordon Chirnside, 'Carranballac', (probably kept by client), 1910-1927

See also 100/1/45/1, 100/1/48, 100/1/46/12

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100/1/48

Private cash books, R. Gordon Chirnside, 'Carranballac', accounts with National Bank, Skipton and Union Bank, Melbourne, 1910-1939

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100/1/49

Private cash book, W.J.T. Clarke, account with Commercial Banking Company of Sydney, Ilamilton, 1929-1931 See also 100/1/45, 100/1/46/1-2, 100/1/46/19, 100/1/211, 100/1/215

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100/1/50

GENERAL CORRESPONDENCE

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100/1/51

Correspondence between Melbourne Branch Manager and Secretary, London Office, 1958-1963

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100/1/52

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Manager and Secretary, London Office;
also between Melbourne Manager and Departmental
heads, and the Assistant Manager, 1959
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100/1/53

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Correspondence and memoranda between Melbourne Branch Manager and General manager Jan. - Feb. (1 vol)

100/1/55

GENERAL CORRESPONDENCE

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100/1/56

Correspondence between Melbourne Branch Manager and other Branches of the Company, (Sydney, Brisbane, East Africa, Adelaide, Perth and New Zealand Branches); also section of Melbourne Manager's personal correspond. file, 1958-1960 See Calendar

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100/1/57

Melbourne Manager's personal correspondence file, 1958-1959

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100/1/58

Melbourne Manager's and Assistant Manager's personal correspondence files, 1958-1961 See Calendar

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100/1/59

Corresponde and memoranda between the Assistant Manager and Head Office and Melbourne Branch Departmental Heads; some correspondence and memoranda also with other Branches, 1961

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100/1/60

Correspondence between Assistant Manager and Sub-branches, 1958-1961 See Calendar

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100/1/61

Assistant Manager's and Managers general correspondence re accounts of particular clients, business firms, directors, 1959

(1 vol)

100/1/62

Memoranda between the Assistant Manager and the Management and Heads of Departments, 1958-1960 See Calendar

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GENERAL CORRESPONDENCE

Letters and order forms to firms, local and overseas ordering haberdashery, textiles, ten and other goods, 1910-1911

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1956

See also 100/1/90-91

100/1/83 Correspondence

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Correspondence re 'A' Ordinary Share Transfers, 100/1/84

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100/1/146B	National Council of Wool Selling Brokers of Australia. Examination of wool selling and handling charges 1965. Outline of method to be employed (2 copies) (Note: See 100/1/146A for "papers") (3/4" in 2 vols)				
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100/1/136	Correspondence giving information about costs, sailing times, advice on applications for passages, 1960 (2 files)
100/1/187	Correspondence, passenger lists and papers relating to voyages of Shaw Savill & Albion Line Company Limited vessel, 'Southern Cross', 1959 - 1962 See Calendar (13 Ciles)

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MELBOURNE BRA	NCH
Series List 100/1/188	TRAVEL DEPARTMENT Gorrespondence, passenger lists and papers relating to voyages of Shaw, Savill & Albion Line Co. Ltd. Vessel, 'Nordic', 1960 See Calendar (3 files)
.100/1/189	Correspondence, passenger Lists and papers relating to voyages of Shaw, Savill & Albian Line Co. Ltd. Vessel, 'Dominion Monarch', 1960 - 1962 See Calendar (12 files)
100/1/190	Correspondence, passenger lists and papers relating to voyages of N.Y.K. Line vessels, 1960 See Calendar (3 Miles)
100/1/191	Correspondence and other papers re 'Vouge.', Voyage 01.41.1, Nov. 1960 (1 Tile)
100/1/192	Correspondence, passenger lists and papers relating to voyages of Matson Line vessel, 'Mariposa', 1959 See Calendar (3 diles)
100/1/193	Correspondence, passenger lists and papers relating to voyages of Matson Line vessel, 'Monterey', 1959 See Calendar (2 Tiles)
100/1/194	Correspondence and papers re allocation of Commission for bookings with Matson Line Hotels, Hawaii, 1956 - 1958
1.00/1/195	Correspondence and papers relating to rates, reservations and advertising, Matron Line Hotels and Ships, 1953 - 1958
1.00/1/196	Correspondence and papers mostly relating to reservations at Matson Line Hotel:, Mawaii, 1957 - 1959 See Calendar (4 files)
1.00/1/197	Correspondence, reconciliation statements, refund advices etc. relating to bookings with Qantas, 1958 - 1962 (1 File)
100/1/198	Correspondence and papers relating to bookings, cancellations, local airways, 1961

(1 file)

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100/1/199	Correspondence and papers relating to bookings on ANSETT - Pioneer buses, 1961 (1 file)
100/1/200	Correspondence and papers relating to bookings, cancellations and commission with the Victorian Railways, 1961
K	(1 file)
100/1/201	Correspondence dealing with such matters as interstate and overseas accommodation bookings, air, railway and bus bookings, commission and travel agents, 1961 (1 file)
100/1/202	Finance Dalgety-N.Z.L. Ltd. travel department invoices and statements, 1961 - 1962 (1 file)
100/1/203	Arrivals and Departures Books Arrivals and departures books, 1945 - 1961 See Calendar (2 vols.)
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100/1/204	Stock sheets giving details of stock on hand, under such headings as car and truck spare parts, accessories, electrical spare parts, 1923
	ADMINISTRATION DEPAREMENT Correspondence
.100/1/205	Correspondence and memoranda between the Administration Officer (Baker) and various banks, Branches and Sub-branches, and general correspondence with clients, solicitors etc., 1957 - 1962 See Calendar (3 files)
100/1/206	Correspondence relating to donations, company cars, entertainment arrangements and some papers relating to N.Z.L. Ltd., 1958 - 1962 See Calendar (2 files)
	(Hote: Review Committee formed in 1958 with Jas. MacNab as Chairman, to investigate the Company's systems and methods of organisation) See also 100/1/178 - 179
100/1/207	Correspondence, memoranda, agreement and other papers relating to the sale of 'Dunmarra' leases, 1958 - 1960 (Note: Purchaser was Stanley Murdoch; 'Dunmarra' is in Northern Territory) (1 file)

DALGERY - N.Z.L. LIMITED MELBOURIE BRANCH

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100/1/207 contd.	ADMINISTRATION DEPARTMENT Correspondence Correspondence and memoranda between Melbourne Branch Administration Department and Sydney Branch, 1958 - 1962 (1 File)
,	TAXATION DEPARTMENT Correspondence Correspondence between Melbourne Branch Taxation Department and Sydney Branch Taxation Department, 1954 - 1960
	Correspondence between Melbourne Branch Taxation Department and the Federal Government Taxation Department, 1954 - 1960
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	Correspondence and papers relating to the financial affairs of W.J.T. Clarke, 1956 See also 100/1/45/3 - 5 100/1/46/1 - 2 100/1/46/19 100/1/215
	Correspondence and other papers relating to the management of the financial affairs of Mrs. N.W.Z. Harrison (Clarke), and the estate of Brigadier Harrison, 1958 - 1959 See also 100/1/45 - 46 100/1/215
100/1/213	Finance Taxation returns and some correspondence and working papers relating to the preparation of returns for clients, 1944 - 1951 See Calendar See also 100/1/44 - 46 (7 files)
100/1/214	Taxation returns lodged on behalf of clients, and some related papers, 1952 - 1959 See Calendar
* 1981 - 1765	Papers relating to the estate of W.J.T. Clarke including balance sheets and statements of income, and beneficiaries' accounts, 1947 - 1948 See Calendar See also 100/1/45 - 46 100/1/211 - 212
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DALGETYSS PROPERTIES (VICTORIA) FTY. LTD.

Incorporation
Memorandum and Articles of Association, 1954

(1 file)

<u>Series List</u> 100/1/218	DALGETY'S PROPERTIES (Victoria) Pty. Ltd. Correspondence Correspondence between Melbourne Office of the Company (Secretary W.R. Harrison) and General Manager, and Melbourne and Geelong Branches, including sections on cessation of agreements, Statements of accounts, capital employed, 1954 - 1959
	See Calendar (4 vols)
100/1/219	General correspondence relating to Dalgety's Properties Pty. Ltd. including such matters as Debenture stock certificates, Taxation, 1958 - 1960
100/1/220	Company Premises List of premises with particulars of leasehold Dalgety - N.Z.L. Limited, c. 1963 (1 vol)
100/1/221	Contracts and specifications for various huildings, 1960 See Calendar (3 vols)
100/1/222	Plans, blueprint and surveys of various buildings, 1946-1960 See Calendar
100/1/223	Melbourne Chamber of Commerce, Minutes of Meetings, 1934-1935 (1 file)
100/1/224	Printed matter, 1913 - 1967 (See calendar for details) 16 vols
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100/1/35/10	11	11	11	11	11	(a/cs over £2500)
100/1/35/11	11	11	30 th	June	п	(a/cs over £2500)
100/1/35/12	11	11	31st	Dec.	1928	(a/cs £1000-£2500)
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100/1/35/14	11	11	30 th	June	1928	(a/cs £1000-£2500)
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as at 30th June 1915

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100/1/187/4	11	22	July	1960,	1960
100/1/187/5	11	23	Oct.	1960,	1960
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Cheque butts of Mrs Vauda Read, 1944-1946.

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	100/1/222/61-28	Premises, Raymond Street, Sale. Sump Pump, 1954.
	100/1/222/8 100/1/222/9 100/1/222/10	Residence 28 Springfield Avenue, Toorak. Additions to Victoria Club, 1953. Royal Automobile Club of Victoria, Queens Street, Mclbourne, 1959.

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3	Victoria. Department of Agriculture.	Standard herd test. Report for year 1948-9. Melbourne (1950?)
14	Catalogue, 1944.	Sydney stud beef cattlesales. Sydney, 1944.
5	Catalogue, 1947.	Stud beef cattle sales, 1947. Sydney, 1947.
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13	Strack, F W	Cheques. Melbourne, 1915.
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15	Norris, J G	Bankers, cheques and the Bills of Exchange Act, 1909-1932. Melbourne, 1935.
16	N.Y.K. Line	Climpses of the East, 1934-1935. Japan (1936?)