

E. Batson fonds. – 1914, 1936 – 1974. – 156.40 cm textual records

Administrative history

Built in the late 1800's and given as a dowry from the Pittman family to Mr. Albert Eriksen, a Norwegian whaling Engineer, upon marriage to their daughter, Frances, the Eriksen Premises operated for almost a century as a general store. The Eriksens also called the Premises home and operated a tearoom. In the 1950's, the Batson family purchased the property and continued operation of the general store until the late 1970's. After that time, the building lay in disrepair until purchased by Christine Whelan in the early 1990's and was restored to house a B&B and restaurant.

Scope and content

The E. Batson fonds consists of Series 1; Correspondence, 1914, 1936 – 1973; Series 2: Financial Records 1948 – 1977; Cash Disbursement books, 1964 – 1970; Payroll, 1967 – 1972; Invoices, 1962; Daily Receipts, 1972 – 1973; Daily Sales Sheets, 1961 – 1971; and Account Books, 1949 – 1973.

Notes

Supplied title based on provenance. Records donated by Iris (Batson) Krajcarski

Series 1: Correspondence. – 1914, 1936 – 1973. – 11cm

This series includes various correspondence belonging to the company E. Batson, during day to day operations. Includes mostly business correspondence as well as some personal correspondence.

1.01 Correspondence. – 1914, 1936 – 1956 – 3 cm

1.02 Correspondence. – 1957 – 1964 – 3 cm

1.03 Correspondence. – 1970 – 1973 – 5 cm

Location: E. Batson Fonds Box 3.

Series 2: Financial Records. – 1948– 1973. – 145.40 cm

The series includes some of the financial records that were used by the company to get keep track of their financial situation during operation. These include ledgers; cash disbursement books; payroll; invoices; daily receipts; daily sales sheets; and account books.

2.01 Ledgers

2.02 Cash Disbursement Books

2.03 Shop Day Books

2.04 Payroll

2.05 Invoices

2.06 Daily Receipts

2.07 Daily Sales Sheets

2.08 Account Books

2.09 Stock Books

2.01 Ledgers. – 1948, 1954-1960. -25.2 cm

The ledgers contain individual accounts of persons doing business with the E. Batson company. The accounts records debit and credit on each account. The ledgers provide insight into the value of goods.

2.01.001 Ledger, 1948

2.01.002 Ledger, 1954

2.01.003 Ledger, 1956

2.01.004 Ledger, 1957 – 1958

2.01.005 Ledger, 1958

2.01.006 Ledger, 1960

2.02 Cash Disbursement Books. – 1964 – 1970. – 6.3 cm

The Cash Disbursement Books contain accounts of how much money was being spent by the company on any given day. States how much money is going out and to who.

2.02.001 Cash Disbursement Book, 1964 – 1965

2.02.002 Cash Disbursement Book, 1966 – 1967, 1968 – 1970

2.02.003 Cash Disbursement Book, 1967 – 1968, 1969 – 1970

Location: Shelf

2.03 Shop Day Books. – 1971 – 1973. – 4.5 cm

The Shop Day Books contain the sales to each customer, listing name, what was purchased and how much it cost. They may be used as a cross-reference with ledgers.

2.03.001 Shop Day Book, 1971 – 1973

2.03.002 Shop Day Book, 1972 – 1973

2.04 Payroll Books. – 1960 – 1972. -3 cm

The Payroll Books contain all the information on the employee's payment. States their name; hours & days worked; rate of pay and how much the deductions were.

2.04.001 Payroll Book, 1960

2.04.002 Payroll Book, 1961 – 1967

2.04.003 Payroll Book, 1967 – 1970

2.04.004 Payroll Book, 1970 – 1972

2.05 Invoices. – 1962. – 1.8 cm

The Invoices contain the records of the items and the store where they were by E. Batson during 1962.

2.05.001 Payable Invoices, 1962

Location: E. Batson Fonds Box 3.

2.06 Daily Receipts. -1962 – 1973. – 68.3 cm

These are copies of receipts from various months in 1962 – 1973 that would be written for customers and contains a list of what was purchased and the amount of each item. This information is then transferred to the Daily Sales Sheets and then the Ledger.

2.06.001 Daily Receipts, 1962 – 1965
2.06.002 Daily Receipts, November 1972
2.06.003 Daily Receipts, December 1972
2.06.004 Daily Receipts, January 1973
2.06.005 Daily Receipts, February 1973
2.06.006 Daily Receipts, March 1973
2.06.007 Daily Receipts, April 1973
2.06.008 Daily Receipts, May 1973
2.06.009 Daily Receipts, June 1973
2.06.010 Daily Receipts, July 1973
2.06.011 Daily Receipts, August 1973
2.06.012 Daily Receipts, September 1973

Location: E. Batson Fonds Box 1 and 2.

2.07 Daily Sales Sheets. – 1961 – 1971. – 28 cm

Records the daily purchases made at the store during this time. This information would be transferred to the Ledger.

2.07.001 Daily Sales Sheets, 1961 – 1962
2.07.002 Daily Sales Sheets, 1962 – 1963
2.07.003 Daily Sales Sheets, 1962 – 1964
2.07.004 Daily Sales Sheets, 1964 – 1965
2.07.005 Daily Sales Sheets, 1964, 1971 – 1972
2.07.006 Daily Sales Sheets, 1965 – 1966, 1968 – 1869
2.07.007 Daily Sales Sheets, 1965 – 1967
2.07.008 Daily Sales Sheets, 1966 – 1967
2.07.010 Daily Sales Sheets, 1967 – 1968
2.07.011 Daily Sales Sheets, 1969 – 1970

2.07.012 Daily Sales Sheets, 1969 – 1971

2.08 Account Books. – 1949 –1952, 1971-1973. -6.8 cm

The Account Books consist of records kept from all the different companies that E. Batson conducted business with. Each page lists the company name along with all the transactions between E. Batson and the company for that year.

2.08.001 Account Book, 1949 – 1950

2.08.002 Account Book, 1952

2.08.003 Account Book, 1971 – 1973

2.09 Stock Books. – 1977. 1.5 cm

The Stock Books consist of all the products that E. Batson had in stock for a certain period of time. It states how many of an item they had and either a price or a code tag.

2.09.001 Stock Book, 1977

2.09.002 Stock Book, 1977

2.09.003 Stock, Book, 1977

Location: E. Batson Fonds Box 3 and 4.