

<b>THE UNIVERSITY OF MELBOURNE ARCHIVES</b>	
<b>NAME OF COLLECTION:</b>	<b>CHEERS, A C</b>
<b>ACCESSION NO:</b>	<b>87/137</b>
<b>CATEGORY:</b>	Business, organisations
<b>ACTIVITY:</b>	Manufacturers, machinery and equipment
<b>DATE RANGE:</b>	1921 - 1982
<b>SIZE OF COLLECTION:</b>	13 boxes, 1 oversized volume, 1 object
<b>DATE OF TRANSFER:</b>	1987
<b>ACCESS CONDITIONS:</b>	Open
<b>HISTORICAL NOTE:</b>	Brassfounding and engineering firm established in 1922 by the Cheers family. The business was sold in 1987 after A. Cheers died.
<b>DESCRIPTION:</b>	Wages and stock books; discount journals; cash books; business diaries; tax return forms; insurance forms; sales books; pay sheets 1963-1971; inward and outward correspondence 1960-1975; specifications orders; photographs of a Gynatory sewing machine.
<b>NOTE ON COLLECTIONS:</b>	
<b>NOTE ON LISTING:</b>	
<b>LISTED BY:</b>	Allan Schurmann
<b>DATE:</b>	14 Feb 2005

Box No	Series No	Description	Dates
	<b>1</b>	<b>Statistical Surveys</b>	
1	1/1	Australian Bureau of Statistics Surveys	1972-1977
	<b>2</b>	<b>Financial records - Ledgers</b>	
13	2/1	Ledger	1946-1948
1	2/2	General Ledger	1931-1957
1	2/3	General Ledger	1950-1958
1	2/4	Ledger	1923-1925
1	2/5	Ledger	1931-1935
2	2/6	Ledger	1931-1940
2	2/7	Ledger	1946-1947
2	2/10	Loose Ledger Pages	1947-1949
12	2/11	Ledger	1950-1956
13	2/12	Loose Ledger Pages	1940-1945
2	2/8	Ledger – Debtors/Creditors	1946-1947
2	2/9	Private Ledger	1927-1931
	<b>3</b>	<b>Financial records - Cash Books</b>	
2	3/1	Cash Book	1931-1945
3	3/2	Cash Book	1945-1946
3	3/3	Cash Payments	1958-1965
3	3/4	Cash Payments	1965-1969
3	3/5	Cash Payments	1969-1977
3	3/6	Cash Payments Book	1946-1948
3	3/7	Cash Payments Book	1948-1953
3	3/8	Cash Receipts Book	1946-1950
3	3/9	Sales Cash Book	1947-1948
	<b>4</b>	<b>Correspondence</b>	
3	4/1	Correspondence	1951-1954
4	4/2	Correspondence	1955-1960
4	4/3	Correspondence	1961-1964
5	4/4	Correspondence	1965-1969
5	4/5	Correspondence	1966-1982
6	4/6	Outward Correspondence	1940-1945
6	4/7	Correspondence	1921-1947
	<b>5</b>	<b>Debtors Lists</b>	
6	5/1	Debtors Lists	1971-1978
	<b>6</b>	<b>Diaries</b>	
6	6/1	Diary	1955
6	6/2	Diary	1957
6	6/3	Diary	1958
6	6/4	Diary	1959
6	6/5	Diary	1960
6	6/6	Diary	1961
6	6/7	Diary	1962
7	6/8	Diary	1963
7	6/9	Diary	1964
7	6/10	Diary	1965

Box No	Series No	Description	Dates
7	6/11	Diary	1966
	<b>7</b>	<b>Certificates</b>	
7	7/1	Membership Plaque – American Foundrymen's Associations	nd
	7/2	Certificate of membership Ronald Alfred Cheers – Institute of Australian Foundrymen	12 Dec 1938
	<b>8</b>	<b>Insurance Policies</b>	
7	8/1	Insurance Policies	1967-1986
	<b>9</b>	<b>Purchase Records</b>	
12	9/1	Purchase Journal	1956-1962
7	9/2	Purchase Book	1947
7	9/3	Purchase Journal	1931-1943
7	9/4	Purchase Journal	1943-1949
12	9/5	Purchase Journal	1962-1969
12	9/6	Purchase Journal	1969-1975
12	9/7	Purchase Journal	1977
	<b>10</b>	<b>Order Books</b>	
7	10/1	Order Book	1946-1952
	<b>11</b>	<b>Photographs</b>	
8	11/1	Photographs Electric Gyrotory Sieving Machine	
	<b>12</b>	<b>Taxation records</b>	
8	12/1	Tax Returns	1968-1979
8	12/2	Tax Returns (RA Cheers)	1932-1946
8	12/3	Tax Returns (M Cheers)	1925-1945
	<b>13</b>	<b>Personnel records</b>	
8	13/1	Weekly Pay Sheets	1943-1948
8	13/2	Weekly Pay Sheets	1948-1954
9	13/3	Weekly Pay Sheets	1954-1962
9	13/4	Weekly Pay Sheets	1962-1964
OS Box 3	13/5	Weekly Wage & Time Book	1946
	<b>14</b>	<b>Sales Books</b>	
9	14/1	Sales Book	1947-1953
9	14/2	Sales Book	1949-1958
9	14/3	Sales Book	1958-1967
9	14/4	Sales Book	1967-1974
9	14/5	Sales Book	1975-1977
	<b>15</b>	<b>Sales Summaries</b>	
10	15/1	Sales Summary	1931-1947
	<b>16</b>	<b>Wages Sheets</b>	
10	16/1	Summary of Direct & Indirect Hours	1945-1956
10	16/2	Summary of Direct & Indirect Hours	1946
10	16/3	Summary of Direct & Indirect Hours	1956-1964
11	16/4	Summary of Direct & Indirect Hours	1964-1972
	<b>17</b>	<b>Stationery</b>	
11	17/1	Stationery	
	<b>18</b>	<b>Job Cards</b>	
11	18/1	Job Cards	1950-1962

**Collection:** Cheers, A C

**Accession:** 87/137

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<b>Box No</b>	<b>Series No</b>	<b>Description</b>	<b>Dates</b>
	<b>19</b>	<b>Objects</b>	
Objects area	19/1	Wooden box (with filing system leaves, but otherwise empty)	