



## THE UNIVERSITY OF MELBOURNE ARCHIVES

|                            |  |
|----------------------------|--|
| <b>NAME OF COLLECTION</b>  | Edward Duckett & Sons  |
| <b>ACCESSION NO</b>        | 1971.0015  |
| <b>CATEGORY</b>            | Business, organisations  |
| <b>ACTIVITY</b>            | Merchants, hardware  |
| <b>DATE RANGE</b>          | 1859-1958  |
| <b>SIZE OF COLLECTION</b>  | 88 metres  |
| <b>HISTORICAL NOTE</b>     | Edward Duckett Snr started the business in 1856, expanding it into the largest of its kind in the colony. Materials were imported from Europe and America and sold throughout Victoria and interstate. The company, after a long decline, was liquidated during 1958 and 1959. |
| <b>DATE OF TRANSFER</b>    | 1971   |
| <b>ACCESS CONDITIONS</b>   | Access: Open   |
| <b>DESCRIPTION</b>         | Correspondence 1897-1958; accounts 1858-1955; contract books 1907-1954; catalogues from Australian, American, British and a few European suppliers of hardware materials, tools and machinery 1885- 1959 (mainly 1900-1930).   |
| <b>NOTE ON COLLECTIONS</b> |  |
| <b>NOTE ON LISTING</b>     | Collection is part listed  |
| <b>LISTED BY</b>           |  |
| <b>DATE</b>                |  |

| Box No. | Series Number | Description   |
|---------|---------------|---|
|         | <b>1</b>      | <b>Correspondence</b>   |
|         | <b>1/1</b>    | <b>Unidentified General Letter Book Outward ?????????????????????????????????</b> |
| 3       | 1/1/1 - 11    | <i>Not held</i>   |
|         | 1/1/12        | 1 Feb 1897 - 2 Aug 1897   |
|         | 1/1/13        | 2 Aug 1897 - 2 Feb 1898   |
| 4       | 1/1/14        | 2 Feb 1898 - 9 Sep 1898   |
|         | 1/1/15        | 9 Sep 1898 - 20 Apr 1899  |
|         | 1/1/16        | 20 Apr 1899 - 7 Feb 1900  |
| 5       | 1/1/17        | 8 Feb 1900 - 17 Nov 1900  |
|         | 1/1/18        | 19 Nov 1900 - 12 Sep 1901   |
|         | 1/1/19        | <i>Not held</i>   |
|         | 1/1/20        | 30 Jun 1902 - 25 Mar 1903   |
| 6       | 1/1/21        | 22 Mar 1903 - 12 Feb 1904   |
|         | 1/1/22        | 12 Feb 1904 - 14 Mar 1905   |
|         | 1/1/23        | 14 Mar 1905 - 15 Mar 1906   |
|         | 1/1/24        | 16 Mar 1906 - 14 Mar 1907   |
| 7       | 1/1/25        | 14 Mar 1907 - 15 Jan 1908   |
|         | 1/1/26        | 16 Jan 1908 - 8 Dec 1908  |
|         | 1/1/27        | 9 Dec 1908 - 3 Dec 1909   |
|         | 1/1/28        | 4 Dec 1909 - 6 Feb 1911   |
| 8       | 1/1/29        | 6 Feb 1911 - 23 Jan 1912  |
|         | 1/1/30        | 23 Jan 1912 - 21 Nov 1912   |
|         | 1/1/31        | 21 Nov 1912 - 22 Oct 1913   |
| 9       | 1/1/32        | 22 Oct 1913 - 10 Nov 1914   |
|         | 1/1/33        | 10 Nov 1914 - 19 Feb 1916   |
|         | 1/1/34        | 18 Feb 1916 - 18 Apr 1917   |
|         | 1/1/35        | 26 Mar 1917 - 13 Feb 1919   |
| 10      | 1/1/36        | 14 Feb 1919 - 11 Mar 1921   |
|         | 1/1/37        | 11 Mar 1921 - 23 Jan 1923   |
|         | 1/1/38        | 23 Jan 1923 - 27 Oct 1924   |
| 11      | 1/1/39        | 28 Oct 1924 - 12 Oct 1926   |
|         | 1/1/40        | 12 Oct 1926 - 13 Apr 1928   |
|         | 1/1/41        | 13 Apr 1928 - 27 Mar 1929   |
|         | 1/1/42        | 27 Mar 1929 - 21 Jan 1930   |
| 12      | 1/1/43        | 21 Jan 1930 - 15 Dec 1930   |
|         | 1/1/44        | 16 Dec 1930 - 11 Nov 1931   |
|         | 1/1/45        | 12 Nov 1931 - 10 Dec 1932   |
|         | 1/1/46        | 12 Dec 1932 - 10 Feb 1934   |
|         | 1/1/47        | 12 Feb 1934 - 54 May 1935   |
| 13      | 1/1/48        | 7 May 1935 - 10 Dec 1937  |
|         | 1/1/49        | 13 Dec 1937 - 2 Jun 1939  |
|         | 1/1/50        | 5 Jun 1939 - 14 Jun 1941  |
|         | 1/1/51        | 14 Jun 1941 - 22 Jan 1947   |
|         |               | Series Incomplete?  |
|         | <b>1/2</b>    | <b>English Letter Book Outward</b>  |
| 1       | 1/2/1         | Letters numbered<br>511-581 4 Jul 1911 - 20 Nov 1912                              |
|         | 1/2/2         | 582-655 28 Nov 1912 - 6 May 1914  |
|         | 1/2/3         | 656-739 13 May 1914 - 3 May 1916  |
|         | 1/2/4         | 740-825 17 May 1916 - 10 Feb 1920   |
|         | 1/2/5         | 826-901 19 Feb 1920 - 15 Feb 1923   |
|         | 1/2/6         | 902-984 9 Mar 1923 - 4 Feb 1926   |
| 2       | 1/2/7         | 985-51                      18 Feb 1926 - 5 Jul 1928                              |
|         | 1/2/8         | 52-166                      19 Jul 1928 - 29 Jan 1931                             |

Not found 20 April, 2001

| Box No. | Series Number | Description  |
|---------|---------------|--|
|         | 1/2/9         | 167-321 5 Feb 1931 - 8 Feb 1934  |
|         | 1/2/10        | 321-483 15 Feb 1934 - 8 Apr 1937   |
|         | 1/2/11        | 484-659 15 Apr 1937 - 12 Sep 1940  |
| 3       | 1/2/12        | 660-                      19 Sep 1940 - 3 Oct 1949<br>Continues as 5/1 Orders to Overseas Correspondents                       |
|         | <b>1/3</b>    | <b>Town and Country Letter Book Outward</b>  |
|         |               | Title from cover. This is the only volume surviving from the series. Many pages between ff379-671 are missing from the volume. |
| 3       | 1/3/1         | 3 Oct 1917 - 6 Jan 1949  |
|         | <b>1/4</b>    | <b>American Letter Book Outward</b>  |
| 15      | 1/4/1         | 11 Apr 1917 - 23 Jun 1920  |
|         | 1/4/2         | 23 Jun 1920 - 16 Jan 1924  |
|         | 1/4/3         | No 4    24 Apr 1934 - 31 Jan 1939<br>Continues as 1/6 Orders to Overseas Correspondents  |
|         | <b>1/5</b>    | <b>Iron Yard Letter Book Outwards</b>  |
|         | 1/5/1-15      | Not held   |
| 19      | 1/5/16        | IY 16    Mar 1932 - Oct 1932   |
|         | 1/5/17        | IY 17    Nov 1932 - Jun 1933   |
|         | 1/5/18        | IY 18    Jul 1933 - Jan 1934   |
|         | 1/5/19        | IY 19    Feb 1934 - Aug 1934   |
| 20      | 1/5/20        | IY 20    Sep 1934 - Mar 1935   |
|         | 1/5/21        | IY 21    Apr 1935 - Oct 1935   |
|         | 1/5/22        | IY 22    Nov 1935 - May 1936   |
|         | 1/5/23        | IY 23    Jun 1936 - Oct 1936   |
| 21      | 1/5/24        | IY 24    Nov 1936 - May 1937   |
|         | 1/5/25        | IY 25    Jun 1937 - Dec 1937   |
|         | 1/5/26        | IY 26    Jan 1938 - Jun 1938   |
|         | 1/5/27        | IY 27    Jul 1938 - Mar 1939   |
| 22      | 1/5/28        | IY 28    Apr 1939 - Jan 1940   |
|         | 1/5/29        | IY 29    Feb 1940 - Nov 1940   |
|         | 1/5/30        | IY 30 Dec 1940 - Sep 1941  |
|         | 1/5/31        | IY 31 Oct 1941 - Oct 1942  |
| 23      | 1/5/32        | IY 32    Nov 1942 - Dec 1943   |
|         | 1/5/33        | IY 33    Jan 1943 - Oct 1945   |
|         | 1/5/34        | IY 34    Nov 1945 - Dec 1948   |
|         | <b>1/6</b>    | <b>A A Dean Estate</b>   |
|         |               | Edward Duckett jnr was trustee until replaced in 1908 by C S Dean  |
| 15      | 1/6/1         | Letter Book<br>9 Jan 1902 - 23 Dec 1908  |
|         | <b>1/7</b>    | <b>General Letter Books - Outward</b>  |
|         |               | Bound as one volume per month until Nov 1948 when binding includes range of months.  |
|         | 1/7/1 - 19    | Not held   |
| 23      | 1/7/20        | Apr 1932   |
|         | 1/7/21 - 28   | Not held   |
| 24      | 1/7/29 - 32   | Jan 1933 - Apr 1933  |
| 25      | 1/7/33 - 36   | May 1933 - Aug 1933  |
| 26      | 1/7/37 - 41   | Sep 1933 - Jan 1934      Vol 39 Nov 1933 Not held  |
| 27      | 1/7/42 - 45   | Feb 1934 - May 1934  |
| 28      | 1/7/46 - 49   | Jun 1934 - Sep 1934  |

| Box No. | Series Number | Description                                     |
|---------|---------------|---|
| 29      | 1/7/50 - 53   | Oct 1934 - Jan 1935                             |
| 30      | 1/7/54 - 57   | Feb 1935 - May 1935                             |
| 31      | 1/7/58 - 61   | Jun 1935 - Sep 1935                             |
| 32      | 1/7/62 - 65   | Oct 1935 - Jan 1936                             |
| 33      | 1/7/66 - 69   | Feb 1936 - May 1936                             |
| 34      | 1/7/70 - 73   | Jun 1936 - Sep 1936                             |
| 35      | 1/7/74 - 77   | Oct 1936 - Jan 1937                             |
| 36      | 1/7/78 - 81   | Feb 1937 - May 1937                             |
| 37      | 1/7/82 - 85   | Jun 1937 - Sep 1937                             |
| 38      | 1/7/86 - 89   | Oct 1937 - Jan 1938                             |
| 39      | 1/7/90 - 93   | Feb 1938 - May 1938                             |
| 40      | 1/7/94 - 97   | Jun 1938 - Sep 1938                             |
| 41      | 1/7/98 - 101  | Oct 1938 - Jan 1939                             |
| 42      | 1/7/102 - 105 | Feb 1939 - May 1939                             |
| 43      | 1/7/106 - 108 | Jun 1939 - Aug 1939                             |
| 44      | 1/7/109 - 112 | Sep 1939 - Dec 1939                             |
| 45      | 1/7/113 - 116 | Jan 1940 - Apr 1940                             |
| 46      | 1/7/117 - 121 | May 1940 - Sep 1940                             |
| 47      | 1/7/122 - 126 | Oct 1940 - Feb 1941                             |
| 48      | 1/7/127 - 131 | Mar 1941 - Jul 1941                             |
| 49      | 1/7/132 - 136 | Aug 1941 - Dec 1941                             |
| 50      | 1/7/137 - 142 | Jan 1942 - Jun 1942                             |
| 51      | 1/7/143 - 148 | Jul 1942 - Dec 1942                             |
| 52      | 1/7/149 - 154 | Jan 1943 - Jun 1943                             |
| 53      | 1/7/155 - 160 | Jul 1943 - Dec 1943                             |
| 54      | 1/7/161 - 166 | Jan 1944 - Jun 1944                             |
| 55      | 1/7/167 - 172 | Jul 1944 - Dec 1944                             |
| 56      | 1/7/173 - 180 | Jan 1945 - Aug 1945                             |
| 57      | 1/7/181 - 188 | Sep 1945 - Apr 1946                             |
| 58      | 1/7/189 - 196 | May 1946 - Dec 1946                             |
| 59      | 1/7/197 - 204 | Jan 1947 - Aug 1947                             |
| 60      | 1/7/205 - 213 | Sep 1947 - May 1948                             |
| 61      | 1/7/214 - 220 | Jun 1948 - Jun 1949                             |
| 62      | 1/7/221 - 224 | Jul 1949 - Jun 1951                             |
| 63      | 1/7/225 - 227 | Jul 1951 - Jun 1953                             |
| 64      | 1/7/228 - 230 | Jul 1953 - Feb 1956                             |
| 65      | 1/7/231 - 232 | Mar 1956 - Mar 1958<br>Series incomplete ?      |
|         | <b>1/8</b>    | <b>London Cables</b>                            |
| 65      | 1/8/1         | 23 Sep 1909 - 20 Dec 1912                       |
|         | 1/8/2         | Not held  |
| 65      | 1/8/3         | 8 Mar 1916 - 1 Sep 1919                         |
| 66      | 1/8/4         | 1 Sep 1919 - 15 Jul 1922                        |
| 66      | 1/8/5         | 17 Jul 1922 - 4 Oct 1924                        |
|         | 1/8/6         | Not held  |
| 66      | 1/8/7         | 28 Oct 1926 - 17 Nov 1928                       |
| 66      | 1/8/9         | 5 May 1932 - 26 Feb 1938                        |
| 66      | 1/8/10        | 26 Feb 1938 - 19 Aug 1944<br>Series incomplete? |

| Box No. | Series Number | Description |
|---------|---------------|-------------|
|---------|---------------|-------------|

|   |                           |  |
|---|---------------------------|--|
| 2 | <b>ACCOUNTING RECORDS</b> |  |
|---|---------------------------|--|

**Cash Books**

|         |       |                           |
|---------|-------|---------------------------|
| 2/1 - 9 | 1 - 9 | Not held                  |
| 2/10    | 10    | 15 May 1906 - 14 Dec 1907 |
| 2/11    | 11    | 16 Dec 1907 - 22 Jun 1909 |
| 2/12    | 12    | 23 Jun 1909 - 7 Nov 1910  |
| 2/13    | 13    | 7 Nov 1910 - 30 Mar 1912  |
| 2/14    | 14    | 30 Mar 1912 - 25 Jul 1913 |
| 2/15    | 15    | 26 Jul 1913 - 31 Oct 1914 |
| 2/16    | 16    | 31 Oct 1914 - 17 Mar 1916 |
| 2/17    | 17    | 17 Mar 1916 - 22 Sep 1917 |
| 2/18    | 18    | 24 Sep 1917 - 29 May 1919 |
| 2/19    | 19    | 29 May 1919 - 27 Oct 1920 |
| 2/20    | 20    | 27 Oct 1920 - 14 Mar 1922 |
| 2/21    | 21    | 14 Mar 1922 - 5 Jul 1923  |
| 2/22    | 22    | 6 Jul 1923 - 8 Oct 1924   |
| 2/23    | 23    | 8 Oct 1924 - 2 Feb 1926   |
| 2/24    | 24    | 2 Feb 1926 - 30 Apr 1927  |
| 2/25    | 25    | 2 May 1927 - 2 Aug 1928   |
| 2/26    | 26    | 3 Aug 1928 - 23 Nov 1929  |
| 2/27    | 27    | 23 Nov 1929 - 20 Apr 1931 |
| 2/28    | 28    | 20 Apr 1931 - 27 Sep 1932 |
| 2/28    | 29    | 27 Sep 1932 - 25 Jan 1934 |
| 2/30    | 30    | 25 Jan 1934 - 2 May 1935  |
| 2/31    | 31    | 3 May 1935 - 23 Sep 1936  |
| 2/32    | 32    | 24 Sep 1936 - 17 Jan 1938 |
| 2/33    | 33    | 17 Jan 1938 - 29 Apr 1939 |
| 2/34    | 34    | 1 May 1939 - 5 Sep 1940   |
| 2/35    | 35    | 6 Sep 1940 - 23 Apr 1942  |
| 2/3     | 36    | 24 Apr 1942 - 27 Jul 1944 |
| 2/37    | 37    | 26 Jul 1944 - 30 Nov 1946 |
| 2/38    | 38    | 29 Nov 1946 - 31 May 1949 |
| 2/39    | 39    | 31 May 1949 - 15 Oct 1951 |

Series incomplete

**Cash Sales Books**

|  |       |                           |
|--|-------|---------------------------|
|  | 1 - 5 | Not held                  |
|  | 6     | 15 Apr 1918 - 31 Aug 1925 |
|  | 7     | 1 Sep 1925 - 20 Jan 1932  |
|  | 8     | 2 Feb 1932 - 17 Jun 1937  |
|  | 9     | 18 Jun 1937 - 12 Oct 1942 |
|  | 10    | 13 Oct 1942 - 16 Apr 1948 |

| Box No. | Series Number | Description   |
|---------|---------------|---|
|         |               | 11      19 Apr 1948 - 29 May 1953   |
|         |               | <b>Inside Cash Book</b><br>[Title from cover]<br>1 Dec 1923 - 29 Jun 1935   |
|         | 2/3           | <b>General Journal</b><br>[In 1881 the series was split into two series: Town Journals & Country Journals. Some volumes were reused to house incoming trade invoices and renamed and numbered as Shipping Book [Series ?????] |
| U79/38  | 2/3/3         | Vol ?    Sep 1861 - Jul 1862 Samples Chaff Cutter Plates [with index]   |
| U79/38  | 2/3/8         | 8      Jun 1873 - Nov 1873 [Iron Yard Shipping Book 18 Apr 1921 - 21 Jan 1924]  |
| U79/38  | 2/3/9         | 9      Nov 1873 - Apr 1874 [Shipping Book Vol 57 22 Dec 1930 - 19 Sep 1932]   |
| U79/38  |               | 10     Not held   |
| U79/38  | 2/3/11        | 11     Sep 1874 - Mar 1875  |
| U79/38  | 2/3/12        | 12     Mar 1875 - Jul 1875  |
| U79/38  | 2/3/13        | 13     Not held   |
| U79/38  | 2/3/14        | 14     Dec 1875 - Apr 1876 [Shipping Book 8 May 1908 - 18 Feb 1909]   |
| U79/38  | 2/3/15        | 15     Apr 1876 - Aug 1876  |
| U79/38  | 2/3/16        | 16     Not held   |
| U79/38  | 2/3/17        | 17     Not held   |
| U79/38  | 2/3/18        | 18     Not held   |
| U79/38  | 2/3/19        | 19     Dec 1877 - Apr 1878  |
| U79/38  | 2/3/20        | 20     Apr 1878 - Aug 1878  |
|         | 2/3/21        | 21     Not held   |
|         | 2/3/22        | 22     Not held   |
|         | 2/3/23        | 23     Not held   |
|         | 2/3/24        | 24     Not held   |
|         | 2/3/25        | 25     Not held   |
|         | 2/3/26        | 26     Dec 1879 - May 1880  |
|         | 2/3/27        | 27     May 1880 - Sep 1880  |
|         | 2/3/28        | 28     Sep 1880 - Jan 1881  |
|         | 2/3/29        | 29     Jan 1881 - May 1881  |
|         | 2/3/30        | 30     May 1881 - Aug 1881  |
|         |               | This series splits into Town Journals T31 [Series 2/3] with volume numbering continuing, and Country Journals [Series 2/4] with volume numbers beginning C1   |
|         | 2/3           | <b>Town Journal</b><br>This series continues the numbering sequence of General Journals 2/2   |
|         | 2/3/31        | 31T    Aug 1881 - Nov 1881 [Shipping Book Vol 58 30 Sep 1932 - 17 Jan 1934]   |
|         | 2/3/32        | 32T    Nov 1881 - Apr 1882 [Shipping Book Vol 54 15 May 1928 - 18 Feb 1929]   |
|         | 2/3/33        | 33T    Not held   |
|         | 2/3/34        | 34T    Apr 1882 - Sep 1882  |
|         | 2/3/35        | 35T    Not held   |
|         | 2/3/36        | 36T    Not held   |
|         | 2/3/37        | 37T    Feb 1883 - Aug 1883  |
|         | 2/3/38        | 38T    Aug 1883 - Jan 1884  |
|         | 2/3/39        | 39T    Not held   |
|         | 2/3/40        | 40T    Jan 1884 - May 1884  |
|         | 2/3/41        | 41T    May 1884 - Oct 1884  |
|         | 2/3/42        | 42T    Not held   |
|         | 2/3/43        | 43T    Oct 1884 - Mar 1885  |
|         | 2/3/44        | 44T    Not held   |
|         | 2/3/45        | 45T    Mar 1885 - Aug 1885  |
|         | 2/3/46        | 46T    Aug 1885 - Jan 1886  |

| Box No. | Series Number | Description   |
|---------|---------------|---|
| 2/3/47  | T47           | Jan 1886 - Jul 1886   |
| 2/3/48  | T48           | Jul 1886 - Dec 1886   |
| 2/3/49  | T49           | Not held  |
| 2/3/50  | T50           | Not held  |
| 2/3/51  | T51           | Dec 1887 - May 1888 [English Invoices c Dec 1900. c Nov 1901]   |
| 2/3/52  | T52           | May 1888 - Oct 1888 [Shipping Book Vol 41 16 Apr 1917 - 18 Dec 1918 - Indexes to suppliers and ships] |
| 2/3/53  | T53           | Not held  |
| 2/3/54  | T54           | May 1889 - Nov 1889   |
| 2/3/55  | T55           | Not held  |
| 2/3/56  | T56           | Not held  |
| 2/3/57  | T57           | Not held                      Jul 1890 - Feb 1891 [English Invoices Vol 36 18 Dec 1812 - 30 Jul 1913] |
| 2/3/58  | T58           | Not held  |
| 2/3/59  | T59           | Apr 1892 - Feb 1893   |
| 2/3/60  | T60           | Feb 1893 - Nov 1893 [Shipping Book Vol 45 Jun 1921 - Feb 1922 with index]                             |
| 2/3/61  | T61           | Jan 1894 - Sep 1894 [Shipping Book Vol 52 20 Oct 1926 - 24 Aug 1927]                                  |
| 2/3/62  | T62           | Sep 1894 - May 1895 [Shipping Book Vol 53 28 Mar 1927 - 5 Jul 1929]                                   |
| 2/3/63  | T63           | May 1895 - Jan 1896 [Shipping Book Dec 1914 - Dec 1915]   |
| 2/3/64  | T64           | Jan 1896 - Aug 1896 [Shipping Book Jun 1914 - Nov 1914]   |
| 2/3/65  | T65           | Aug 1896 - Mar 1897   |
| 2/3/66  | T66           | Not held  |
| 2/3/67  | T67           | Not held  |
| 2/3/68  | T68           | May 1898 - Nov 1898 [Shipping Book Vol 24 6 Apr 1905 - 22 Feb 1906]                                   |
| 2/3/69  | T69           | Dec 1898 - Jul 1899   |
| 2/3/70  | T70           | Jul 1889 - Feb 1900   |
| 2/3/71  | T71           | Not held  |
| 2/3/72  | T72           | Apr 1900 - Apr 1901 [Shipping Book 10 Oct 1925 - 20 Oct 1926]   |
| 2/3/73  | T73           | Apr 1901 - Nov 1901 {English Invoices Vol 40 10 Dec 1915 - 19 Apr 1917}                               |
| 2/3/74  | T74           | Nov 1901 - May 1902 {Shipping Book Vol 35 14 Sep 1912 - 13 Mar 1913}                                  |
| 2/3/75  | T75           | May 1902 - Dec 1902 [Shipping Book Vol 47 30 Nov 1922 - 21 Aug 1923]                                  |
| 2/3/76  | T76           | Not held  |
| 2/3/77  | T77           | Jul 1903 - May 1904   |
|         |               | <b>Town Journal (Second Series)</b>   |
| 2/3/78  | T1            | Aug 1903 - Jul 1904   |
| 2/3/79  | T2            | Not held  |
| 2/3/80  | T3            | Jul 1904 - May 1905 Lysaght's Invoices Nov 1915 - Jun 1920  |
| 2/3/81  | T4            | Apr 1905 - Feb 1906   |
| 2/3/82  | T5            | May 1905 - Feb 1906 [Shipping Book V56 11 Dec 1929 - 16 Dec 1930] [lacks back cover]                  |
| 2/3/83  | T6            | Feb 1906 - Oct 1906 [Lysaght's Invoices Jul 1920 - Jun 1924 <b>chewed by rodents</b> [Broken spine]   |
| 2/3/84  | T7            | Feb 1906 - Nov 1906 [Shipping Book Vol 48 24 Aug 1923 - 12 Mar 1924]                                  |
| 2/3/85  | T8            | Not held  |
| 2/3/86  | T9            | Nov 1906 - Aug 1907 [McPherson's Colonial Steel Invoices (inward) 8 Jul 1929 - 18 1 1940]             |
| 2/3/87  | T10           | Aug 1907 - Jul 1908   |
| 2/3/88  | T11           | Aug 1907 - Jun 1908   |
| 2/3/89  | T12           | Jun 1908 - Nov 1909   |
| 2/3/90  | T13           | Jul 1908 - Mar 1909   |
| 2/3/91  | T14           | Mar 1909 - Dec 1909   |
| 2/3/92  | T15           | Mar 1909 - Dec 1909   |
| 2/3/93  | T16           | Oct 1909 - Sep 1910   |
| 2/3/94  | T17           | Dec 1909 - Dec 1910   |
| 2/3/95  | T18           | Dec 1909 - Dec 1910   |
| 2/3/96  | T19           | Sep 1910 - Aug 1911   |

| Box No. | Series Number | Description            |   |
|---------|---------------|------------------------|---|
|         | 2/3/97        | T20                    | Dec 1910 - Nov 1911   |
|         | 2/3/98        | T21                    | Dec 1910 - Dec 1911   |
|         | 2/3/99        | T22                    | Sep 1911 - Aug 1912   |
|         | 2/3/100       | T23                    | Nov 1911 - Oct 1912   |
|         | 2/3/101       | T24                    | Dec 1911 - Nov 1912   |
|         | 2/3/102       | T25                    | Aug 1912 - Sep 1913   |
|         | 2/3/103       | T26                    | Oct 1912 - Oct 1913   |
|         | 2/3/104       | T27                    | Not held  |
|         | 2/3/105       | T28                    | Sep 1913 - Oct 1914   |
|         | 2/3/106       | T29                    | Oct 1913 - Jan 1915   |
|         | 2/3/107       | T30                    | Nov 1913 - Jan 1915 [Shipping Book V63 6 Jan 1937 - 22 Jun 1938 - loose invoices at back Oct 1914 - Mar 1916] |
|         | 2/3/108       | T31                    | Oct 1914 - Mar 1916   |
|         | 2/3/109       | T32                    | Jan 1915 - Jul 1916 [Shipping Book V60 14 Aug 1935 - 6 Jan 1937]]   |
|         | 2/3/110       | T33                    | Jan 1915 - Jul 1916   |
|         | 2/3/111       | T34                    | Not held  |
|         | 2/3/112       | T35                    | Jul 1916 - Mar 1918   |
|         | 2/3/113       | T36                    | Aug 1916 - Mar 1918   |
|         | 2/3/114       | T37                    | Mar 1918 - Jul 1919 <b>Mould</b>  |
|         | 2/3/115       | T38                    | Mar 1918 - Jul 1919 <b>Mould</b>  |
|         | 2/3/116       | T39                    | Jul 1919 - Mar 1920 <b>Mould Bad decomposition</b>  |
|         | 2/3/117       | T40                    | Jul 1919 - Mar 1920   |
|         | 2/3/118       | T41                    | Feb 1921 - Mar 1924 <b>Government Orders Journal</b>  |
|         | 2/4           | <b>Country Journal</b> |   |
|         | 2/4/1         | 31C                    |   |
|         | 2/4/2         | 32C                    |   |
|         | 2/4/3         | 33C                    | Jan 1882 - Oct 1882 <b>Mould</b>  |
|         | 2/4/4         | 34C                    |   |
|         | 2/4/5         | 35C                    |   |
|         | 2/4/6         | 36C                    |   |
|         | 2/4/7         | 37C                    |   |
|         | 2/4/8         | 38C                    |   |
|         | 2/4/9         | 39C                    |   |
|         | 2/4/10        | 40C                    |   |
|         | 2/4/11        | 41C                    |   |
|         | 2/4/12        | 42C                    |   |
|         | 2/4/13        | 43C                    |   |
|         | 2/4/14        | 44C                    | Jan 1885 - Dec 1885   |
|         | 2/4/15        | 45C                    |   |
|         | 2/4/16        | 46C                    |   |
|         | 2/4/17        | C47                    |   |
|         | 2/4/18        | C48                    | Nov 1886 - May 1887 [Unidentified Shipping Book - Invoices removed]   |
|         | 2/4/19        | C49                    |   |
|         | 2/4/20        | C50                    | Nov 1887 - May 1888   |
|         | 2/4/21        | C51                    | Nov 1888 - May 1889   |
|         | 2/4/22        | C52                    | Jun 1889 - Dec 1889 [Shipping Book Vol 44 8 Nov 1920 - 17 Jun 1921]   |
|         | 2/4/23        | C53                    |   |
|         | 2/4/24        | C54                    |   |
|         | 2/4/25        | C55                    | Jul 1890 - Feb 1891 [Shipping Book Vol 36 15 Mar 1913 - 7 Oct 1913]   |
|         | 2/4/26        | C56                    |   |
|         | 2/4/27        | C57                    | Sep 1891 - May 1892   |
|         | 2/4/28        | C58                    |   |
|         | 2/4/29        | C59                    |   |
|         | 2/4/30        | C60                    | Nov 1893 - Aug 1894   |
|         | 2/4/31        | C61                    |   |



| Box No. | Series Number | Description   |
|---------|---------------|---|
|         | 2/4/32        | C62   |
|         | 2/4/33        | C63   |
|         | 2/4/34        | C64   |
|         | 2/4/35        | C65      Jan 1897 - Sep 1897 [Iron Yard [Shipping Book 9 Jul 1929 - 7 Jan 1941] Index to both |
|         | 2/4/36        | C66   |
|         | 2/4/37        | C67   |
|         | 2/4/38        | C68      Jan 1899 - Sep 1889 [Shipping Book 29 Aug 1911 - 14 Feb 1912]                        |
|         | 2/4/39        | C69      Sep 1899 - May 1900 [[Shipping Book Vol 34 17 Feb 1912 - 4 Sep 1912] Index to both   |
|         | 2/4/40        | C70      May 1900 - Dec 1900 [[Shipping Book Vol55 14 Feb 1929 - 10 Dec 1929]                 |
|         | 2/4/41        | C71      Dec 1900 - Jun 1901 [[Shipping Book Vol 63 19 Feb 1940 - 12 Aug 1942]                |
|         | 2/4/42        | C72      Jun 1901 - Dec 1901  |
|         | 2/4/43        | C73      Dec 1901 - Jun 1902 [[Shipping Book Vol 50 15 Dec 1924 - 2 Oct 1925]                 |
|         | 2/4/44        | C74      Jun 1902 - Jan 1903 [[Shipping Book Vol 49 12 Mar 1924 - 15 Dec 1924]                |
|         | 2/4/45        | C75   |
|         | 2/4/46        | C76   |
|         | 2/4/47        | C1      Aug 1903 - Jun 1904   |
|         | 2/4/48        | 2C  |
|         | 2/4/49        | C3      Jun 1904 - Apr 1905 [Includes Price Lists c1923 - 1932]                               |
|         | 2/4/50        | C4  |
|         | 2/4/51        | C5  |
|         | 2/4/52        | C6  |
|         | 2/4/53        | C7      Feb 1906 - [lacks many pages]   |

**[Old] General Ledgers**

|  |   |
|--|---|
| 1  | Not held  |
| 2  | Jul 1858 - Jun 1859   |
| 3  | Jul 1859 - Jun 1860   |
| 4  | Jul 1860 - Apr 1862   |
| 5  | May 1862 - Jun 1866   |
| 6  | Jul 1866 - Oct 1867   |
| 7  | Oct 1867 - Dec 1869   |
| 8  | Jan 1870 - Jun 1871   |
| 9  | Jul 1871 - Dec 1872   |
| 10   | Jan 1873 - Apr 1875   |
| 11   | May 1875 - Oct 1876   |
| 12   | Nov 1876 - Jan 1878   |
| 13   | Feb 1878 - Jul 1879   |
| 14   | Aug 1879 - Feb 1881   |
| 15   | Mar 1881 - Jun 1882 [also invoices (inwards) v53 24 Aug 1927 - 17 May 1928 (pasted over)] |
| 16   | Jul 1882 - Oct 1883   |
| Continues as      Town Ledger and      Country Ledgers |   |

**Town Ledgers**

|     |   |
|-----|---|
| N/T | Nov 1883 - Apr 1885 [also numbered v17]                                     |
| O/T | Not held  |
| P/T | Not held  |
| Q/T | Jul 1888 - Dec 1890 [also invoices (inwards) v59 16 Nov 1934 (pasted over)] |
| R/T | Jan 1891 - Oct 1893 [also numbered v1]                                      |
| S/T | Nov 1893 - Jan 1896 [also numbered v2]                                      |
| T/T | Not held  |
| U/T | Not held  |

| Box No. | Series Number | Description   |
|---------|---------------|---|
|         |               | V/T      Jul 1901 - Oct 1903  |
|         |               | W/T      Nov 1903 - Oct 1905 [also numbered v5]   |
|         |               | X/T      Nov 1905 - Jul 1907 [also numbered v6]   |
|         |               | Y/T      Aug 1907 - Apr 1909 [also numbered v8]   |
|         |               | Z/T      May 1909 - Oct 1910 [also numbered v9]   |
|         |               | <b>Town Ledgers Second Series</b>   |
|         |               | A/T      Nov 1910 - Sep 1913 [also numbered v10]  |
|         |               | B/T      Jun 1911 - Jun 1914  |
|         |               | C/T      Oct 1913 - May 1919  |
|         |               | D/T      Jul 1914 - May 1919  |
|         |               | E/T      Jun 1919 - Dec 1922  |
|         |               | F/T      Jun 1919 - Aug 1924  |
|         |               | G/T      Jan 1923 - Dec 1925  |
|         |               | H/T      Sep 1924 - Sep 1929  |
|         |               | I/T      Jan 1926 - Jul 1929  |
|         |               | J/T      Sep 1929 - Dec 1934  |
|         |               | K/T      Oct 1929 - Apr 1935  |
|         |               | L/T      Jan 1935 - Jun 1940  |
|         |               | M/T      May 1935 - Dec 1941  |
|         |               | N/T      Jul 1940 - Jun 1953  |
|         |               | O/T      Jan 1942 - Jun 1953  |
|         |               | <b>Country Ledgers</b>  |
|         |               | N/C      Nov 1881 - Jul 1887 [also numbered v11]  |
|         |               | O/C      Jul 1887 - Dec 1891 [also numbered v12]  |
|         |               | P/C      Jan 1882 - Jun 1898 [also numbered v13]  |
|         |               | Q/C      Jan 1898 - May 1903 [also numbered v14]  |
|         |               | R/C      Jun 1903 - Dec 1907 [also numbered v15]  |
|         |               | S/C      Jan 1908 - Jan 1913 [also numbered v16]  |
|         |               | T/C      Feb 1913 - Nov 1920  |
|         |               | U/C      Apr 1920 - Dec 1925  |
|         |               | V/C      Jan 1926 - Dec 1931 [ff 2-17 missing]  |
|         |               | W/C      Jan 1932 - May 1937  |
|         |               | X/C      Jun 1937 - Jun 1941  |
|         |               | Y/C      Jul 1941 - Jun 1942  |
|         |               | <b>State &amp; Federal Taxation Returns</b>   |
|         | 3/1           |   |
| 14      | 3/1/1         | Correspondence income Tax<br>3 Jun 1898 - 29 Jun 1898   |
| 14      | 3/1/2         | Edward Duckett & Sons<br>Year ended 1895, 1925 - 1949 [lacks, 1941, 1948]   |
| 14      | 3/1/2/1       | Edward Duckett & Sons<br>Land Tax<br>Year ended 1926 - 1950 [lacks 1928 - 1932]                                   |
| 14      | 3/1/3         | Albert Duckett<br>Year ended 1917 - 1949 [includes assessment for 1911 - lacks 1918, 1920-1924, 1939-1940, 1948]  |
| 14      | 3/1/3/1       | Albert Duckett<br>Land Tax<br>Year ended 1926 - 1950 [lacks many]   |
| 14      | 3/1/4         | Arthur Henry Duckett<br>Year ended 1917 - 1949 [includes assessment for 1911 - lacks 1918, 1920-1924, 1941, 1948] |
| 14      | 3/1/4/1       | Arthur Henry Duckett<br>Land Tax<br>Year ended 1926 - 1952 [lacks many]   |

| Box No. | Series Number | Description   |
|---------|---------------|---|
| 14      | 3/1/5         | Charles Duckett<br>Year ended 1902 - 1925 [lacks many]  |
| 14      | 3/1/6         | Edward Duckett<br>Year ended 1913 - 1937  |
| 14      | 3/1/7         | Emily Newsholme<br>Year ended 1903 - 1937[lacks 1903-1916, 1918, 1920-1923, 1930]   |
| 14      | 3/1/7/1       | Emily Newsholme Trust<br>Year ended 1929 - 1932   |
| 14      | 3/1/8         | Office Diary for 1925<br>Containing land tax assessments for all members of the family 1925 - 1927 with correspondence re disputed assessment |

**Contracts**

Contracts in name of Government departments, MMBW, Melbourne Harbort Trust, Victorian Railways, Metropolitan Fire Brigade, Melbourne City Council; details of goods supplied; cost

|         |    |                         |                            |
|---------|----|-------------------------|----------------------------|
|         | 1  | Not held                |                            |
|         | 2  | Not held                |                            |
|         | 3  | Not held                |                            |
| U79/36a | 4  | Mar 1907 - Oct 1908     |                            |
|         | 5  | Not held                |                            |
|         | 6  | Jan 1910 - Jan 1911     |                            |
| U79/37  | 7  | Feb 1911 - Dec 1911     |                            |
|         | 8  | Jan 1912 - Oct 1912     |                            |
|         | 9  | Oct 1912 - Jul 1913     | mould; decayed pages       |
|         | 10 | Aug 1913 - Apr 1914     |                            |
|         | 11 | Mar May 1914 - Mar 1915 |                            |
|         | 12 | Nov 1915 - Feb 1916     |                            |
|         | 13 | Mar 1916 - Feb 1918     |                            |
|         | 14 | Mar 1918 - Jan 1921     |                            |
|         | 15 | Not held                |                            |
|         | 16 | Mar 1924 - Aug 1925     |                            |
|         | 17 | Aug 1925 - May 1927     |                            |
|         | 18 | May 1927 - Dec 1928     |                            |
|         | 19 | Jan 1929 - Jul 1930     |                            |
|         | 20 | Aug 1930 - Apr 1932     |                            |
|         | 21 | Apr 1932 - Feb 1934     |                            |
|         | 22 | Mar 1934 - Dec 1935     |                            |
|         | 23 | Jan 1936 - Oct 1937     |                            |
| U79/38  | 24 | Oct 1937 - Aug 1939     |                            |
|         | 25 | Aug 1939 - Jul 1941     | Mould; Badly decayed pages |
|         | 26 | Aug 1941 - Mar 1947     |                            |
|         | 27 | Apr 1947 - Aug 1954     |                            |

Series incomplete

|    |            |   |
|----|------------|---|
|    | <b>5/1</b> | <b>Orders to Overseas Correspondents</b><br>Continues from 1/2 English Letter Book & 1/4 American Letter Book |
|    | 5/1/1      | 26 Sep 1949 - 22 Feb 1955   |
|    | 5/1/2      | 11 Mar 1955 - 19 Feb 1957   |
|    | <b>5/2</b> | <b>F Gold's Anchor Nail Works Orders Outward</b>  |
|    | 5/2/1      | 9 May 1927 - 20 Sep 1932  |
|    | <b>5/3</b> | <b>English Orders</b>   |
|    |            | Order No  |
| 15 | 5/3/1      | 6274-6826      21 Jul 1908 - 15 Mar 1909  |

| Box No.  | Series Number | Description  |
|----------|---------------|--|
| 18       | 5/3/12        | 3843-5049      22 Feb 1916 - 22 Apr 1920   |
| 16       | 5/3/2         | 9457488      18 Mar 1926 - 24 May 1927   |
|          | 5/3/3         | 489-1529      24 May 1927 - 19 Jun 1928  |
|          | 5/3/4         | 1530-2561      19 Jun 1928 - 11 Jul 1929   |
|          | 5/3/13        | 2562-3593      11 Jul 1929 - 9 Apr 1931  |
| 17       | 5/3/5         | 3594-4248      13 Apr 1931 - 2 Mar 1933  |
|          | 5/3/6         | 4249-4880      2 Mar 1933 - 19 Jul 1934  |
|          | 5/3/7         | 4881-5511      24 Jul 1934 - 25 Sep 1935   |
|          | 5/3/8         | 5507-6150      28 May 11 - 2 Mar 1937  |
|          | 5/3/9         | 6164-6827      4 Mar 1937 - 12 Oct 1938  |
| 18       | 5/3/10        | 6828-7420      13 Oct 1938 - 15 Aug 1940   |
|          | 5/3/11        | 7421-7967      16 Aug 1940 - 6 Sep 1949  |
|          | 5/3/12        | see above  |
|          | 5/3/13        | see above  |
| <b>6</b> |               | <b>Shipping Books</b><br>[Were created out of Journals Series 2/3 & 2/4 and are numbered in those series]  |
|          |               | Vol  |
|          | 2/3/8         | 18 Apr 1921 - 21 Jan 1924  |
|          | 2/3/32        | 54      15 May 1928 - 18 Feb 1929  |
|          |               | 55   |
|          |               | 56   |
|          | 2/3/9         | 57      22 Dec 1930 - 19 Sep 1932  |
|          |               | 58   |
| <b>7</b> |               | <b>Stock Books</b><br>Not listed individually. A number (marked *) are very fragile due to water damage.   |
| 70       |               | Ground Floor      1929 - 1934<br>1938 - 1953   |
| 70       |               | Ground Floor - Cutlery      1935 - 1942  |
| 70       |               | Ground Floor - Builders Hardware Packing Flat      1958  |
| 70       |               | McLeans Stock Lonsdale St      nd  |
| 70       |               | Ground Floor - Brass Foundry      1924 - 1928  |
| 71       |               | Ground Floor - Brass Foundry      1940 -1941   |
|          |               | Ground Floor - Tool Department 3      1925 - 1947  |
| <b>8</b> |               | <b>Metropolitan Bank Liquidation</b>   |
|          | 8/1           | Annual Reports   |
|          | 8/1/1         | Year ended 31 Dec 1891 includes list of shareholders [used by Duckett in the liquidation and annotated as to likely payment of calls and shareholders as depositors. |
|          | 8/1/2         | Year ended 7 Mar 1899 [includes receipts and expenditure for Metropolitan Permanent Building and Investment Society]   |

| Box No. | Series Number | Description  |
|---------|---------------|--|
|         | 8/1/3         | Year ended 7 Mar 1900 [includes receipts and expenditure for Metropolitan Permanent Building and Investment Society]   |
|         | 8/1/4         | Year ended 7 Mar 1902 [includes receipts and expenditure for Metropolitan Permanent Building and Investment Society]   |
|         | 8/2           | Depositors' List<br>n.d.   |
|         | 8/3           | Property Book<br>Alphabetical by locality<br>n.d.  |
|         | 8/4/1         | Calls<br>Alphabetical record of calls owing and paid<br>Dec 1895 - Nov 1898  |
|         | 8/4/2         | Calls<br>Alphabetical record of calls owing and paid<br>Dec 1898 - Jul 1902  |
|         | 8/5           | [Record of Overdue Accounts]<br>1 Apr 1892 - 1 Dec 1894  |
|         | 8/6           | [Duckett's Notebook - Liquidators' meetings]<br>16 Mar 1892 - 1893[?]  |
|         | 8/7           | [Ledger Account<br>Xerographic copies of Metropolitan Bank account from unknown Duckett source]<br>1887 - 1893   |
|         | 9             | <b>Photographs</b>   |
| OSBA/63 | 9/1           | Shipment of Steel landed damaged from England<br>[Damaged steel plate lying on wharf. Sheds and wagon in background]<br>c 1910   |
| OSBA/64 | 9/2           | Shipment of Steel landed damaged from England<br>[Damaged steel plate lying on wharf. Sheds and ships in background]<br>c 1910   |
| OSBA/65 | 9/3           | Shipment of Steel landed damaged from England<br>[Damaged steel lying on ground in Duckett's yard. Storage racks in background. - Image badly damaged by red ink spill.]<br>c 1910 |
|         | 11            | <b>Price Books</b>   |
| 67      | 11/1          | 1875   |
| 67      | 11/2          | 1877   |
| 67      | 11/3          | 1878   |
| 67      | 11/4          | 1882   |
| 67      | 11/5          | 1921   |
| 67      | 11/6          | 1922   |
| 68      |               | 6 undated books  |
| 69      |               | 5 undated books  |