



Finding Your World War I Veteran at the National Archives at St. Louis

Theresa Fitzgerald

This presentation highlights the records and resources at the National Archives at St. Louis utilized to locate military service information concerning World War I Veterans. It details multiple record groups, including but not limited to, Official Military Personnel Files, Deceased Veteran Claim Files, World

War I Burial Files, and General Courts-Martial records. It will include all records that are available to the public and an overview of the information and documents typically found in these files. Procedures will also be explained for how to access these records for both on-site and off-site researchers.







Theresa Fitzgerald
Chief Reference Branch
National Archives
at St. Louis

Theresa Fitzgerald has worked as an archivist for the National Archives since 2008 and works with military personnel records. This October, she became a became a supervisory reference archivist. She has a Bachelors in History–Oklahoma State University and a Masters in History with a Certificate in Museum Studies –University of Missouri, St. Louis. Before joining the National Archives, she worked as a data entry archivist with the Missouri Historical Society (Richard A. Gephardt Papers).

Finding Your World War I Veteran at

The National Archives at St. Louis



Theresa Fitzgerald

National Archives at St. Louis

@ the National Personnel Records Center

- The National Personnel Records Center (NPRC)
- Maintains physical custody of records that are still under the legal custody of the creating service branch or agency
- Information contained within these records is still protected under provisions of the Privacy Act of 1974 (P.L. 93-579)
- Information from these records is available to the public under conditions specified by the creating service branch or agency and according to FOIA.

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National Archives at St. Louis

@ the National Personnel Records Center

- The National Archives at St. Louis (NARA)
 - Maintains records that are in the legal custody of the National Archives
 - Records in the custody of the National Archives are available to the public for research
 - Information within these records is open to the public, except for information protected by the personal privacy exemption of the Freedom of Information Act (FOIA), U.S.C. 552(b)(6).

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Military Personnel Records



SERIAL NUMBER 1. NAME (Prin	4)	OKDER NUMBER
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[Mailing add	rems if other than place indicated on line 2. If same	
4. TELEPHONE	5. AGE IN YEARS	6. PLACE OF BIRTH
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Military Personnel Records

- Archival Records & Project 62
 - If a veteran was discharged, deceased, or retired 62 years or prior to "today's date," it becomes a permanent accession to the National Archives and Records Administration; therefore the record is accessible to the public.
 - If the veteran separated from military service *before today's date in 1953*—
 The record is "Archival"
 - If the veteran separated from military service *after today's date in 1953* The record is considered an unaccessioned Federal record.

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Military Personnel Records

- Official Military Personnel Files (OMPFs)
- Records of Persons of Exceptional Prominence (PEP)
 - Presidents, members of Congress and the Supreme Court; famous military leaders; decorated heroes; celebrities; and other cultural figures who served in the military
- Auxiliary Records
 - Morning Reports
 - Unit Rosters
 - Pay Vouchers
 - Officer Pay Cards
 - Selective Service Records
 - General Courts-Martial

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Official Military Personnel Files (OMPFs)

- Created primarily for administrative functions
- Contain information about the subject's service history:
 - o date and type of enlistment/appointment
 - duty stations and assignments
 - training, qualifications
 - performance
 - awards and decorations received
 - disciplinary actions
 - insurance
 - emergency data
 - administrative remarks
 - o date and type of separation/discharge/retirement (including DD Form 214, Report of Separation, or equivalent)
 - May also contain: birth certificates, marriage certificates, divorce decrees, letters, and photographs
- Detailed information about the veteran's participation in battles and their military engagements is NOT contained in the record

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Branch of Service	Official Military Personnel Files, Archival Holdings
Army (includes Army Air Corps and Army Air Forces)	Enlisted discharge dates 1912 to 1953* Officers discharge dates 1917 to 1953*
Navy	Enlisted discharge dates 1885 to 1953* Officers discharge dates 1902 to 1953*
Air Force	All Personnel with discharge dates 1947 to 1953*
Marine Corps	All Personnel with discharge dates 1895 to 1953*
Coast Guard	All Personnel with discharge dates 1898 to 1953*

^{*}Military records are accessioned into the National Archives, and become archival, **62 years after** the service member s separation from the military. This is a rolling date; hence, the current year, 2015, minus 62 years is 1953.

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The 1973 Fire

Shortly after midnight, on July 12, 1973, a fire was reported at NPRC's military personnel records building



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The 1973 Fire

Records damaged or lost include over 17 million military records. Records damage occurred from both fire and water.

Records Affected	Criteria of Records Damaged	Estimated Loss
Army WWI Army WWII Army Post-WWII	11/1/1912-9/7/1939 9/8/1939-12/31/1946 1/1/1947-12/31/1959	80%
Air Force	9/25/1947-12/31/1963 surnames Hubbard-Z	75%

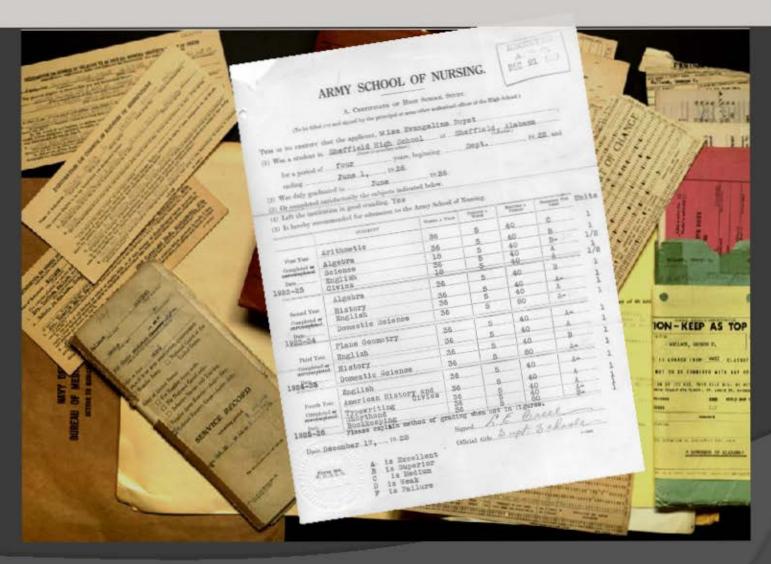
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The 1973 Fire

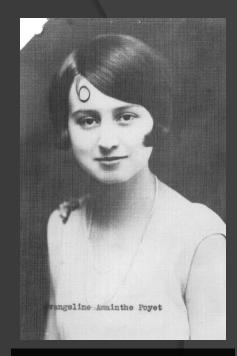


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Auxiliary Records



Branch of Service	Archival Record Series	Years
All Branches	Applications For Headstones	1925-1970
All Branches	Applications for Headstones and Markers; Department of Memorial Affairs	1970-1985
All Branches	Arlington National Cemetery Daily Logs	1948-2011
All Branches	Burial Case Files	1915-1939
All Branches	Deceased Veterans Claims (XC files) - successor series to "Pension Files"	1898-1945
All Branches	Deceased Veterans Claims Index Cards	1918-1945
All Branches	Interment Control Forms	1928-1962
All Branches	North Carolina WWI Index Cards	1917-1918
All Branches	VA Master Index File	through 1972
Air Force & Army	Daily Sick Reports/Books, US Army and Army Air Force	1912-1953
Air Force & Army	Separation and Discharge Records, US Army and Air Force	1942-1959
Air Force & Army	Enlistment/Induction Serial Number Ledgers	1947-1960
Air Force	Awards Card File, Air Force	1942-1963
Air Force	Casualty Files / Mortuary Files / Individual Deceased Personnel Files (IDPFs), Air Force	1940-1973
Air Force	Drop Cards	1947-1969
Air Force	Individual Flight Records	1911-1958
Air Force	Morning Reports, Air Force	1947-1966
Air Force	Pay Vouchers, Final	1947-1950, 1961-1962
Air Force	Publications (microfilm)	1940-1953
Air Force	Publications (paper)	1954-1968



Photograph from the *Army* Student Nurse Individual Academic Records 1919 1937

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Branch of Service	Archival Record Series	Years
Army	American Expeditionary Forces Card File	1917-1918
Army	Army Hospital Clinical Record Cover Sheets	1906-1959
Army	Award Cards, WWI Army	1918-1940
Army	Awards Precedence Files	1918-1920
Army	Berlin Airlift Device Cards	1948-1949
Army	Chaplain Files	1917-1950
Army	Chemical Warfare Service Officers Index	1941-1959
Army	Courts Martial Records of Trial, General	1917-1976
Army	Courts Martial Records of Trial, Special (resulting in Bad Conduct Discharge)	1939-1976
Army	Courts Martial Summaries, American Expeditionary Forces in Germany	1919-1921
Army	Daily Reports of Changes, US Army	1918-1919
Army	Dependency Folders, U.S. Army	1918-1943
Army	Deserters Vouchers, US Army	1926-1930
Army	Disability Discharges, US Army	1917-1939
Army	Discharge from the Draft, US Army	1918
Army	Discharge Reports, WWI, US Army	1918-1920
Army	District of Columbia National Guard	1887-1945
Army	Individual Civilian Internment Cards	1941-1946
Army	Mexican Border Service	1916-1917
Army	Miscellaneous Unit Records and Name Lists	1912-1957
Army	Morning Reports and Rosters, US Army	1947-1959
Army	Morning Reports, US Army	1912-1946
Army	Muster Rolls and Rosters, US Army	1912-1943
Army	National Guard Papers, WWI, US Army	1916-1919
Army	Nominal Checklist for Report of Sick and Wounded, US Army	1917-1939

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Branch of Service	Archival Record Series	Years
Army	Nurses Cards, World War II Army	1944
Army	Nurses (Student) Individual Academic Records, US Army	1919-1937
Army	Officers' Reports of Change	1918
Army	Patient Rosters, US Army	1940-1948
Army	Pay Cards, Army Deserters	1943-1945
Army	Pay Cards, Army Officers	1940-1951
Army	Pay Cards, Army WWI Officers & Nurses	1917-1921
Army	Pay Cards, Contract Nurses, US Army	1933-1940
Army	Pay Cards, Contract Surgeons and Chaplains, US Army	1935-1942
Army	Pay Cards, Field Clerks, US Army	1917-1921
Army	Pay Cards, National Guard Officers	1922-1936
Army	Pay Cards, Regular Army Officers and Field Clerks	1920-1941
Army	Pay Cards, US Army, Reserve Officer Training Corps Students	1920
Army	Pay Cards, Warrant Officers, US Army	1917-1921
Army	Pay Vouchers, Final, Army WWI, Officers & Nurses	1917-1921
Army	Pay Vouchers, Final, Post WWI, WWII, and Post WWII	1926-1950, 1961-196
Army	Pay Vouchers, US Army Enlisted, WWI (Multiple-name and Single-name)	1917-1921
Army	Payments, Enlisted Men, US Army	1915-1917

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Branch of Service	Archival Record Series	Years
Army	Philippine Prisoners of War Card File (QTP in Registry)	1941-1945
Army	Reserve Officer Training Camps: Officers & Candidates for Commission, US Army	1917-1918
Army	Return of Nurse Corps, US Army	1917-1920
Army	Russian Railway Service Corps	1917-1920
Army	SGO (Office of the Surgeon General) Hospital Admission Electronic Data Files	1942-1945, 1950-1954 1958-1963
Army	United States Soldiers Home Accounts	1900-1926
Marine Corps	Compiled Service Records	1895-1904
Navy	Casualty Reports (IDPFs)	1907-1970
Navy	Individual Deceased Personnel Files (IDPFs)	1964-1975
Navy	Inpatient (Clinical) Record Files Non-Fixed Medical Facilities	1943-1945
Navy	Officer Orders & Officer Personnel Jackets - South Pacific Force	not shown
SSS	Selective Service System - Registration Cards and Classification Ledgers	1940-1975
SSS	Alien Registration Forms	1940-1947
Merchant Mariners	Card Records of Licenses Issued to Merchant Marine Officers	1910-1946
Merchant Mariners	Deceased and War Casualty Seaman's Records	1937-1950

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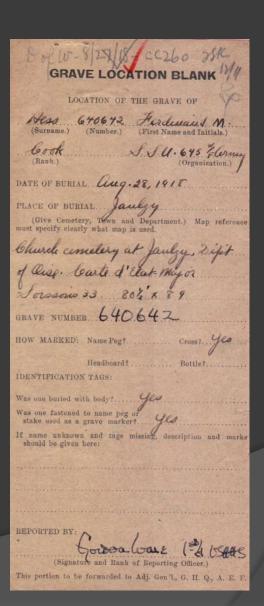
WWI Burial Case Files

 Official name: Correspondence, Reports, Telegrams, Applications, and Other Papers Relating to Burials of Service Personnel (Also known as "Cemeterial Files" or "293 Files")

National Archives Identifier (NAID) 595318

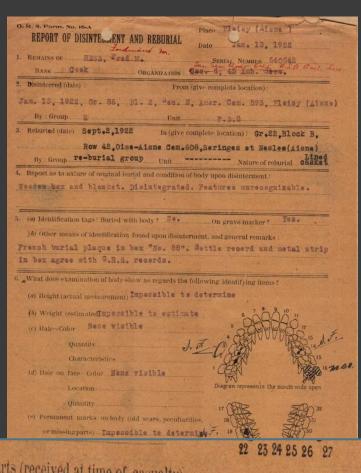
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- RG 92, Records of the QuartermasterGeneral's Office, 1915-1939
- Record information relating to burials of members of the military and veterans
- Arranged alphabetically



May contain:

Reburial information

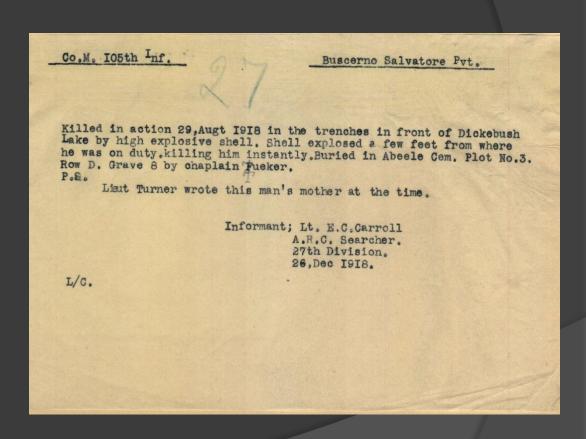


(f) Wounds or missing parts (received at time of casualty)

Fractured left femur. Missing: Right and left tibia and fibula.

May contain:

Circumstancesof Death

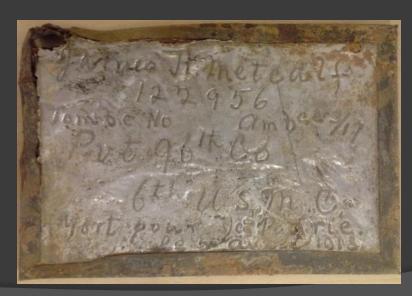


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May contain:

• Grave markers/

Identification Disks

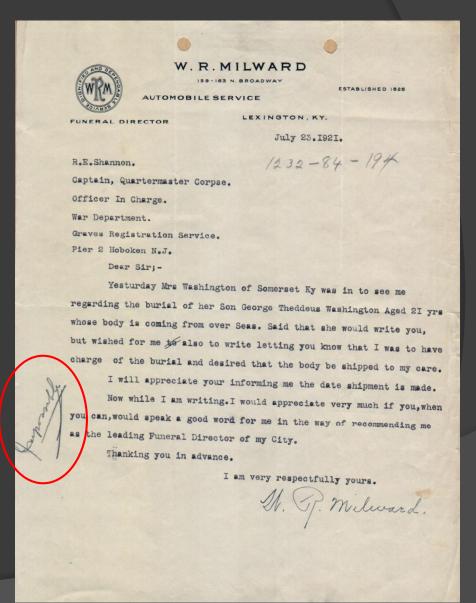




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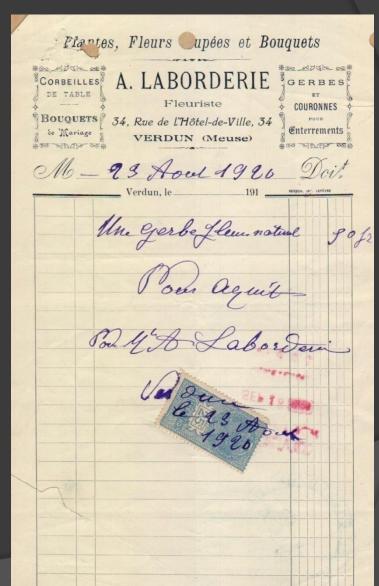
May contain:

Correspondence



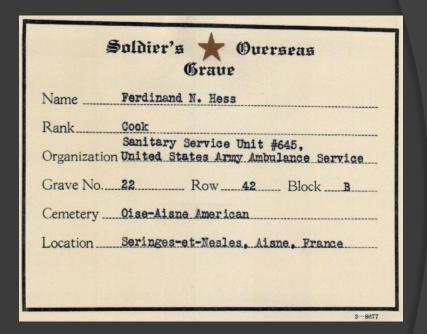
May contain:

Other interesting documents



Gold Star Mothers

- Mothers and widows
- 1930-1933
- All expenses paid
- More than 6,600 women



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Gold Star Mothers

- Correspondence
- Passport photos
- Refusals due to poor health



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ITINERARY FOR OISE AISNE GROUP

MAY 23rd

Arrived Cherbourg at 1:55 P.M. on SS REPUBLIC May 23, 1930. Het by Major G.F.M. Dailey, Lt. Freeman and Miss Blanche Rulen, Captain Army Nurse.

Party "C" was originally intended to be transported on the SS "MARDING" sailing from New York on May 14 and arriving at Cherbourg on May 22, but due to the fact that this ship was withdrawn from schedule, the members of Party "C" were transferred to the SS "REPUBLIC" sailing from New York on May 13, which ship already bore the pilgrisms of Party "B". The "REPUBLIC" was not due at Cherbourg until May 23rd and consequently, party "C" lost one day of its originally scheduled stay in France, at the very beginning.

Conducted to their compartments on train which left at 5:45 P.M. as scheduled. Train arrived at the Invalides station in Paris at 9:55 P.M. on time.

The Officer in Charge, his staff, seven conducting officers, four interpreters and two baggage checkers met the train at the station.

Mrs. Margaret Forsyth of Chio, being deen of the party, was welcomed personally by the Officer in Charge and accompanied by him, led the party out of the station to the busses. The Prench Government was represented by Mr. Jean Fevier, Special Commissary from the Minister of the Interior.

The pilgrims were promptly embarked in their busses and arrived at the hotels, followed by their baggage, in a very short time.

MAY 24th

The morning was devoted to rest and orienting the pilgrims and personal business. The afternoon was free and was devoted to rest.

MAY 26th

Morning free. In afternoon at 3;30 P.M. Mrs. Margaret Forsyth placed a wreath on the tomb of the Unknown Soldier and afterwards they were conducted to Restaurant Laurent where an informal tea and reception was tendered on behalf of the US Government.

Left for cemetery - returned to Paris June 1st.

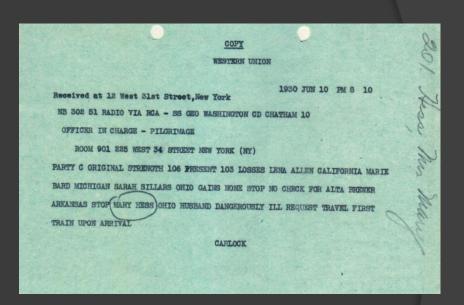
JUNE 2nd

Day was devoted to a trip to the Parc and Chateau of Fontainobleau.

JUNE 3rd

Morning free. Sightseeing in the afternoon.

JUNE 4th Morning free, Visited Napoleon's Tomb. Afternoon free, for shopping and prepartion for their trip to Cherbourg next day.



Itineraries

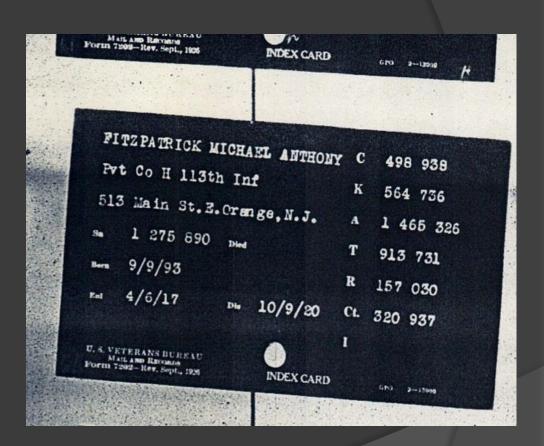
Deceased Veterans

Claim Files or Claim Files

AKA Compensation Files, XC Files

Record Group 15, Records of the Department of Veterans Affairs

- Mistory
- Cases opened1917-1945
- NARA custody



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Claim Files—1952 and 1955 World War I plus:

Oivil War

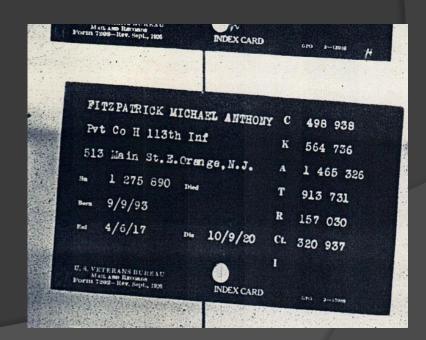
• "Indian Wars"

Spanish-American War

Philippine Insurrection

China Relief Expedition

- Organized numerically
- —No. 2 to No. 3990713
- Only a percentageof files from that era



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- First box of cases
- XC 2

WAR DEPARTMENT

THE ADJUTANT GENERAL'S OFFICE,

W I L S O N, Benjiman J. Pvt. Troop D, 9th Cav.

Died: Oct. 10, 1917, Sapan Bato, P. I., - of Camp Stotsenberg, Pampanga, P. I.

Cause: A gunshot wound in the left breast and through the heart, inflicted by Pvt. Oscar Valentine, Troop B. 9th Cavalry at Sapang Bato, Pampanga, P. I., on the night of Oct. 10, 1917. His death was in line of duty and not the result of his own misconduct.

Emerg. address

Remains at Post Hospital, Camp Stotsenberg, P. I.

Dupolus 127

C-2



R. of Bd. and S. R. 12-18-17-D

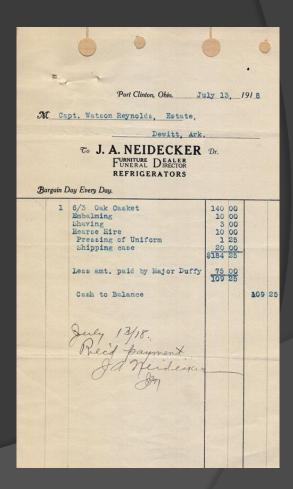
Form No. 74-A.6. djutant/General

What you can find—Veterans

- Full name of individual
- Birth date, parents, family
- Beneficiaries
- Date(s) of enlistment
- Period(s) of service
- Unit(s)
- Residence
- Death date

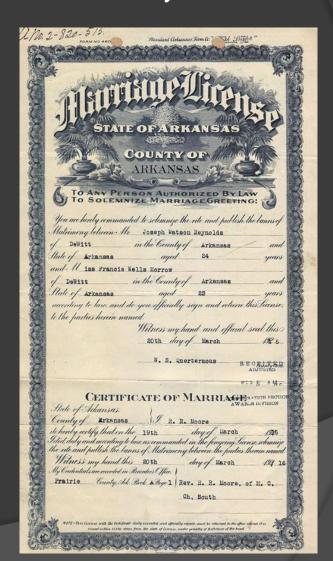
If Veteran Survived Service

- Discharge papers
- Medical records
- Changes of address
- Wills
- Death certificates
- Funeral receipts



What You Can Find—Family

- Orrespondence
- Marriage certificates
- Birth certificates
- Affidavits
- Death certificates

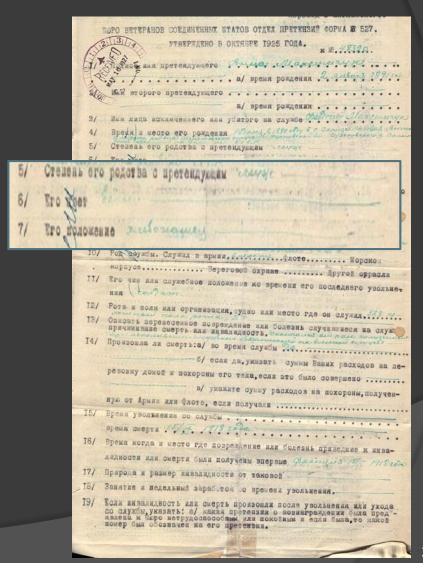


Claim Files

Other interesting items

- Insurance applications
- Foreign documents
- Photographs





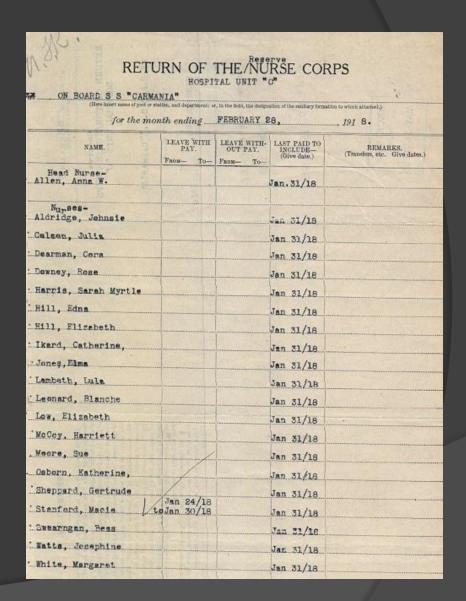
Returns of the Nurse Corps

• 1917-1921

• NAID 3370993

Created by War Department

- Army Nurse Corps
- U.S. and Overseas

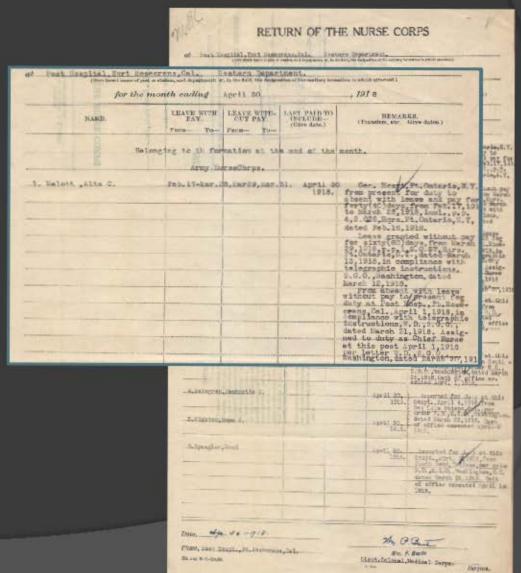


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Returns of the Nurse Corps

May contain:

- Rank
- Transfers
- Illnesses
- Deaths
- Promotions
- Discharges
- Leaves



Returns of the Nurse Corps

May contain:

Rosters

Searched by location

```
- ROSTER OF ARMY NURSE CORPS, NOVEMBER 1, 1916-
                 ..... Sick in hospital.
                     ... Night duty, ward 25, Influenza.
             .......Night duty, womens' ward.
......Night duty, ward 109, Influenze.
Donnellan .......... Might duty, ward 22, Influenza.
Ede ..... Head nurse, ward 108, Influenza ward.
Gibson......Sick in hospital.
Gunnison..........Night duty, tubercular ward.
"Knapp.....On leave to December 28, 1918.

"Laugpapp.....Day duty, ward 13, obstetrical.
Mrs. MacCulloch......Head nurse, ward 13, obstetrical.
                 Mrs. Holill. To sail for Manila, P.I., November 5, 1918.
Miss Madson. Head nurse, officers ward.
Miller Zye Clinic.
                     Rogers. Sick in quarters.
Saberien. Day duty, ward 106, Influenza.
Spriesch. Might duty, wds. 5, 8 & 8, surgical.
                    Thornbrough......Day duty, ward 25, Influenza. Walsh......Day duty, ward 6, surgical.
                    Ziegler ...... Head nurse, ward 25, Influenza.
                     - Reserve Nurses -
                 Applegate .................Day duty, ward 4, Influenza.
                    Bergstrom.....Absent without leave since October 21, 1918.
                    Blood ..... Day duty, ward 8, Influenza.
                    Bloom-Siggesson....Sick in quarters.
                    Bode ...... Day duty, ward 23, medical.
                    Mrs. Brooks......Day duty, ward 8, Orthopedic.
                Miss Bruggemann. ... Day duty, ward 25, Influenza.

" Brughelli ... ... Head nurse, ward 15, Influenza, for women.
                   Campbell ......Head nurse, ward 24, Influenza.
Cargile ......Day duty, ward 24, Influenza.
                  " Castle ...... Day duty, Isolation ward.
                 " Cole ..... Day duty, Isolation ward.
                " Curry...... Night duty, ward 15, Influenza, for women.
Mrs. Dixon...... Night Chief Murse.
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 Created by General Accounting Office to keep track of compensation and deductions

Used to prove service for reconstruction

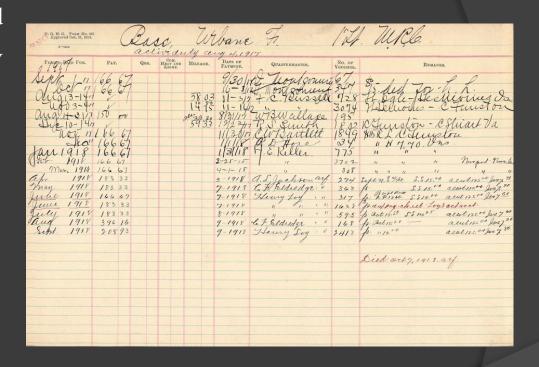
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Army World War I Officers and Nurses Pay Cards and Final Pay Vouchers

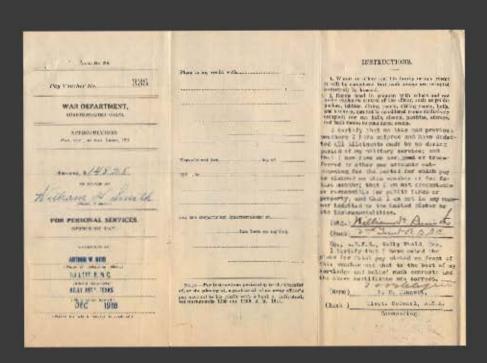


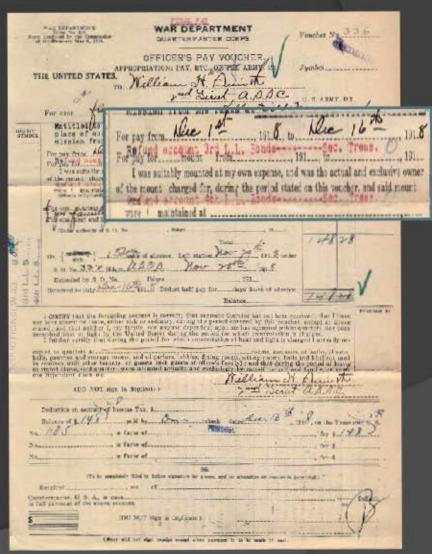
NAID cards: 1488383

NAID vouchers: 1561423



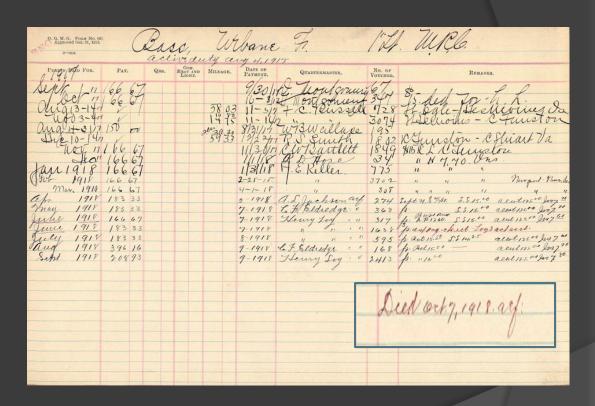
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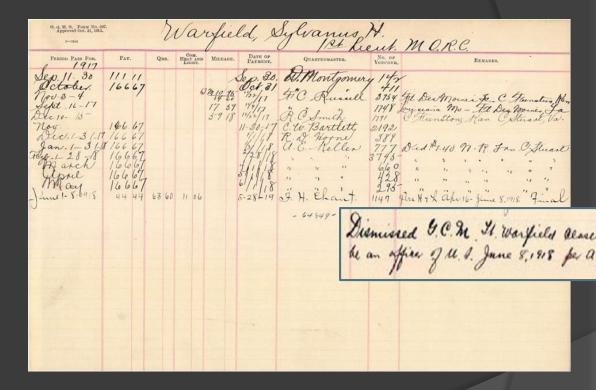
O. Q. M. O. From No. on Approved Ont. 22, 1984.	1		2	Mak	ine,	Lillian,	army	nse
Penno Pap Jon	Par.	Qns.	COM HEAT AND LIGHT	MILEAGE	DATE OF CAVMENT.	QUARTERMASTER.	No. or Voucana.	Remarks
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ang "		24	4 73		8-31-18	2 /	6639	"
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Jan 1919	60 -	24 -	15 80		2-1-19	17	10032	" 38.75 - 4.75 38.75 - 4.75
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Mar	60 -	2400	9.55		1-1-19		42	Rations - 38.75 - 4.75
May -	60 -	24 00	8 45		5-1-19	2	42	37,50
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Sept "	60 -		760		230-19	1	6482	38.75
Oct 1- Nov. 4	4 67		1	A	1-3-19	"	802	37.50
West 1- There of	68 50	2 40	.86	1	1-6-19		4869	Rations 17.50 - Oct 1- Nov + Bonus 60
							timel	

Won't always have a final pay voucher



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Won't always have a final pay voucher



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Enlisted Men Final Pay Vouchers

NAID 1436496

917-1921

Single and multiple pay

Enlisted Men Final Pay Vouchers

—Single

may contain:

- Rank
- Unit
- Enlistment date and place
- Character of Discharge

FINAL STATEMENT of Jerman & Chame of solder. ACCEPTED for enlistment at allows (See Instruct Jurloughed to reserve, retired, or died.)	Any Househow Troop in S. Can (Rank) (Company) (Regime Denna Enlisted on august 1.	1914 HIS FOLD FOR THE GUARTERBASTERS Voucher No. 0. 0. Superfrontersaters FELLING & K. Cavy Organization from which disharpeds Organization from which disharpeds
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Enlisted Men Final Pay Vouchers

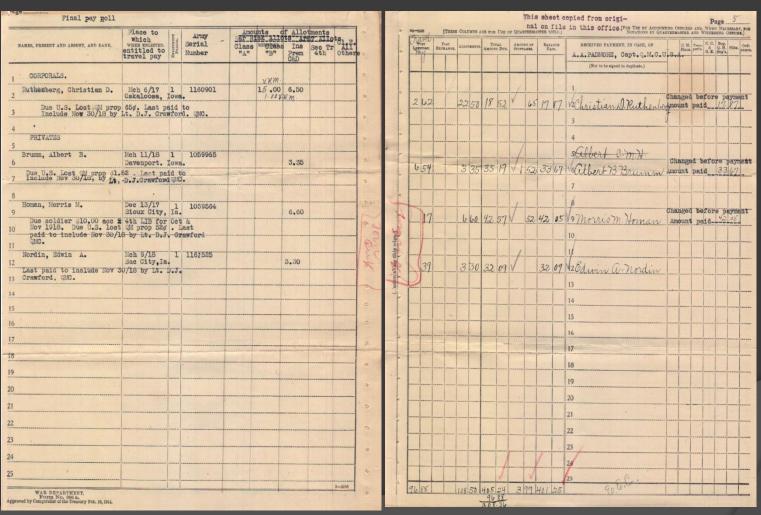
—Multiple

may contain:

- Serial number
- Rank
- Enlistment date and place
- Location of discharge
- Allotments, credits, collections, balance paid
- Only contains detachment unit

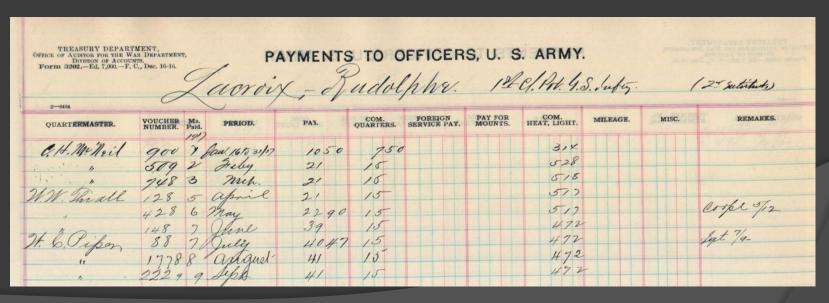
Session 8 49 of 88

Enlisted Men Final Pay Vouchers —Multiple



Payments to Enlisted Men

- U.S. Army Enlisted Personnel Payment Records
- O NAID 5756921
- Only payments for enlisted men (despite form)



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Payments to Enlisted Men

- Only pay dates and amounts paid for service from July 1915 to September 1917 (prewar)
- Includes rank, unit, payment details
- Remarks may include overpayments and deductions, soldier's specific duty (e.g., "sharpshooter")

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World War I Award Cards

- Created to record the awards given to men for service accomplishments, acts of heroism, or injury.
- Consists of mainly but not limited to, Army award Cards. However, other branches of service may be represented.
- Includes: name, service number, rank, general order number, order date and issuing organization, award type, date awarded, and a description of the event or act of heroism.
- Awards may also exist for civilians as well as awards related to peacetime acts, performed by servicemen outside the service of war.

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World War I National Guard Papers

- This series consists of correspondence between the State Adjutant General offices, the Adjutant General of the United States Army, and the individual state units of the National Guard concerning the federalization of the National Guard.
- The information contained in these files is separated by subject: Letters of Transmittal, Oaths and Contracts, Physical Qualifications, Prior Service, and Regimental Papers. Documents may contain multiple names and multiple units.
- Letters of Transmittal details officers and enlisted men mustering in, mustering out, and being discharged due to dependents,
 physical inefficiency, and desertion.
- Oaths and Contracts consist of the oaths signed upon enlistment into the service of the National Guard
- The Physical Qualification files hold reports of the physical assessment of officers and enlisted men upon their entrance to the service.
- Prior Service files contain any service an enlisted man or officer had before enlistment in the National Guard at the time of the survey.
- Regimental Papers consist of the administrative records of the individual National Guard units. This information covers enlistments, muster rolls, absences, requests for medical supplies, fingerprints, and disqualifications from the National Guard, transfer of hospital patients, rosters, and inspections of medical detachments.

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National Guard Papers

- Letters of Transmittal details officers and enlisted men mustering in, mustering out, and being discharged due to dependents, physical inefficiency, and desertion.
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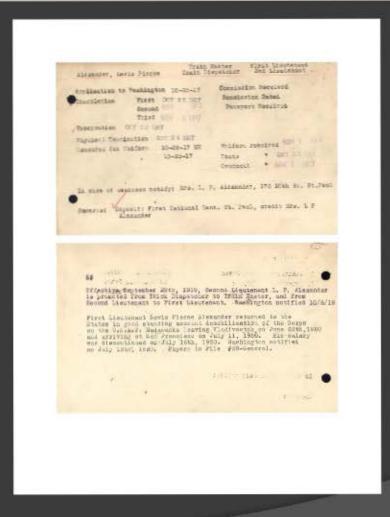
Session 8 55 of 88

Russian Railway Corps

- State Department formed this semi military organization of American railway engineers and technicians in September 1917, at the request of the Russian government.
- The mission was to operate the Trans Siberian, Chinese Eastern, and Ussuri Railways and instruct the Russian railway men in the American methods of railway operation.
- The corps originally had no connection with the military forces of the United States, but members had simulated military rank and were uniformed similar to army officers, with the exception of the collar insignia, which read "R.R.S."
- On March 30, 1971, the U.S. District Court for the District of Columbia determined that service with the Russian Railway Corps was creditable for military service.
- Personnel records were maintained for each member in order to retain each individual's work history, behavior, pay and allotment information, and medical conditions. Information on each member includes commissions received, promotions, correspondence, prior employment information, and personal letters.

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Russian Railway Corps



Selective Service Records

NARA at St. Louis maintains World War II through Vietnam era Selective Service Records – men born **April 28, 1877 to March 28, 1957**

REGISTRATION CARD—(Men born on	or after February 17, 1897 and on or b	efore December 31, 1921)
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3. MARING ADDRESS	GIVEN ON THE LINE ABOVE WILL I 2 OF REGISTRATION CERTIFICATE V	WILL BE IDENTICAL
4. TELEPHONE 4/6	f other than place indicated on line 2. If same inc. 5. Age in Years	Donord
(Stebange) (Number)	Nov. 21 1920	Tennal (State or country)
7. NAME AND ADDRESS OF PERSON WHO I	VILL ALWAYS KNOW YOUR ADDRESS - 55 S. M. Kean League	Donora, Pa
St. LOVIS BESS.	Ball Club - St	Louis Mo.
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D. S. S. Form I (Revised 1-1-42) tover)	are 10-21630-1 Dante	(Registrant's signature)

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World War I Selective Service Information

Initial World War I Selective Service Registration records are located at the national Archives in Atlanta. They hold:

- WWI selective service cards
- WWI selective service classification ledgers

These registration cards may also be found on ancestry.com. However, image quality may be difficult.

To request a copy of the original record from Atlanta, please write to:

- 5780 Jonesboro Road

Morrow, Georgia 30260

Phone: 770-968-2100

Fax: 770-968-2547

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WWII- 4TH Registration- April 27th 1942-"Old Mans Draft"

- -DOB- April 28th 1877- February 16th 1897
- -Not liable for military service
- -Occupational Strength
- -Registered 14,369,325 men (911,630 in NYC alone)

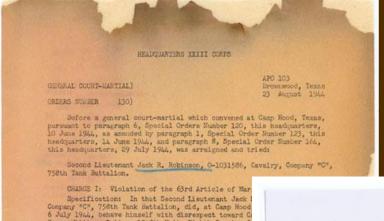
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2 PLACE OF ENTLOYMENT OR BURNERS		(County) (State)	
	ABOVE ANSWERS AND THAT THEY ARE TR	(County) (State)	

What information can you find from the registration card?

- Name
- Order number
- Serial number
- Address at the time of registration
- Mailing Address
- Telephone number
- Date of Birth
- Place of Birth
- Employer's name and place of business
- Descriptive information- Height, Weight, and how they were classified for complexion and race
- Physical characteristics that would aid in identification
- Local Board

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Courts-Martial Records



Available are Army General and Special Courts-Martial Records from 1917-1976

Company "C", 758th Tank Battalion, did, at Camp Hood 6 July 1944, behave himself with disrespect toward Corps Hiltury Police, 1828th Unit, Righth Service C Forces, his superior officer, by contemptously bowin nim neveral sloppy salutes, repeating several times words to that effect, and by acting in an insolent, sammer toward the said Captain Gerald M. Bear.

CHARGE II: Violation of the 64th Article of Was Specification: In that Second Lieutenant Jack; Company "C", 758th Tenk Battalion, having received a Captain Gerald M. Bear, Corps Military Police, 1848th Command, Army Service Forces, his superior officer to room and be seated on a chair on the fer side of the

at Camp Hood, Texas, on or about 6 July 1944, wilfull

FLEAS

To the Specification of Charge I: Not 6
To Charge I: Not 6
To the Specification of Charge II: Not 6
To the Specification of Charge II: Not 6
THE CHARGE III N



Army Courts Martial Case Files

- Record Group 153: Records of the Office of the Judge Advocate General (Army)
- National Archives Identifier 5916929 (1917-1938)
- General Courts Martial and Special Courts Martial resulting in a Bad Conduct Discharge
- Arranged numerically by Courts Martial case number
- May contain charges and specifications, pleas, proceedings, findings, sentences, exhibit material, and photographs

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What information is needed to locate a military personnel record?



- Veteran's complete name as used in service
- Service number
- Branch of service
- Date and place of birth
- Dates of service

For records affected by the 1973 fire additional information such as: place of discharge, last assigned unit, and place of entry into service may be useful.

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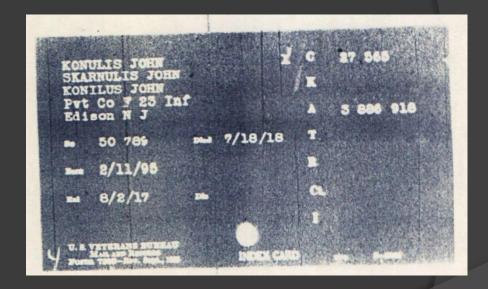
Locating records

Burial Case Files

- Full name
- Date of birth and/or death
- Service number

Claim Files

- Full name
- Claim file number
- Place of residence or enlistment
- Date of birth and/or death



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Locating records

Returns of the Nurse Corps

- Unit
- Location
- Full name

Pay Cards and Vouchers, Payments to Enlisted Men

- Full name
- Rank
- Unit

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Locating records

- WWI Award Cards
 - Full Name
 - Service number, if known
 - Unit if Known
 - Possible awards received
- WWI National Guard Papers
 - Arranged by State
- Russian Railway Corps
 - Complete name of veteran as used in service

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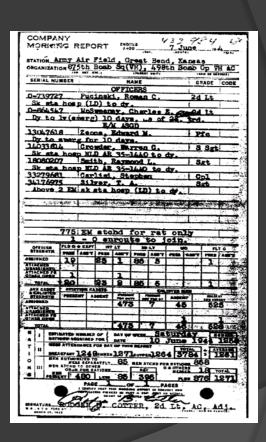
Locating Records

- Selective Service Records
 - Complete Name
 - Date of Birth
 - Home address at time of registration
 - http://www.archives.gov/st-louis/archival-programs/other-records/selective-service.html
- General Courts-Martial Records
 - Name of the veteran on trial
 - Service number, if known
 - Unit, if known
 - Approximate Date and Place of Trial

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Morning Reports and Unit Rosters

- Created as part of personnel and payroll functions by the military service departments
- Used to verify events or assignments which may not be documented in an individual's Official Military Personnel File (OMPF)



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Morning Reports and Unit Rosters

Branch of Service	Record Type	Dates	Access
Army (includes Army Air Corps and Army Air Forces)	Morning Reports & Unit Rosters	November 1, 1912-1959	Archival
Army	Morning Reports & Unit Rosters	1960-1974	Non-Archival
Air Force	Morning Reports	September 1947- June 30, 1966	Archival

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Morning Report Index - WWI

• WWI morning reports are indexed first by type of unit or arm of service, then by numerical designation.

• The WWI index card shows the box number that identifies microfilm reel.

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Sample Army WWI Morning Report

MORNING REPORTS

FOR THE MONTH OF

INSTRUCTIONS.

1. This form, which will be known as company morning rapes will be used by companies, troops, and batteries of all arm corps, and departments, by machine-gun companies and tree and by supply companies and troops. It will also be used by detachments except headquarters detachments of regiments mounted battalions of Engineers and detachments of enlisted specialists of the Coast Artillery Corps.

2. The remarks will conform strictly to the model as given on bagus 2 and 3. The abbreviations authorized for the pay roll will be used in the remarks on morning reports.

3 The company or detachment commander will attach his initials on the line with and following the last entry of the day under remarks. Care will be taken to make each letter of the initials legible.

4. The station of the company or detachment will be entered on the left of the page devoted to Station and Record of Events and immediately following the day of the month. If there is no change during a ten-day period, the name of the station will be entered only once. On the march the camp or bivouac at the beginning of the day will be regarded as the station of the commany or detechment for that day.

5. Actions in which the organization, or any portion of it, basis been engaged, scouts, marches, maneuvers, changes of station. and everything of interest relating to the discipline, efficiency, or service of the organization, will be minutely and carefully noted, with dates, places, distances marched, etc., under Record of Eventa.

6. The name and rank of officers and soldiers killed, missing. or wounded in action, with dates and places, will be accurately noted under Record of Events.

7. Additional sheets will be attached for remarks and for station and record of events, if the space allotted therefor proves in-

Army WWI Morning Report Remarks Page

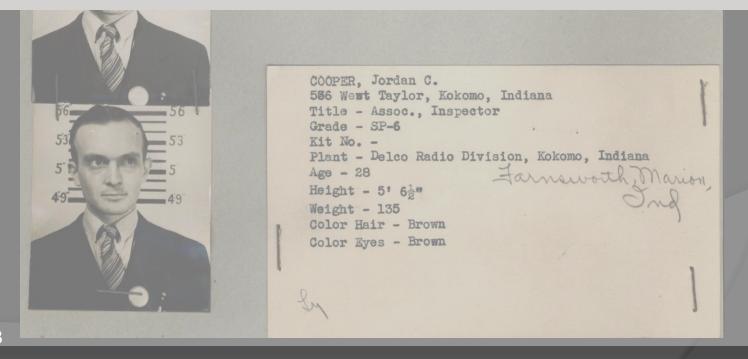
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Army WWI Morning Report Strength Page

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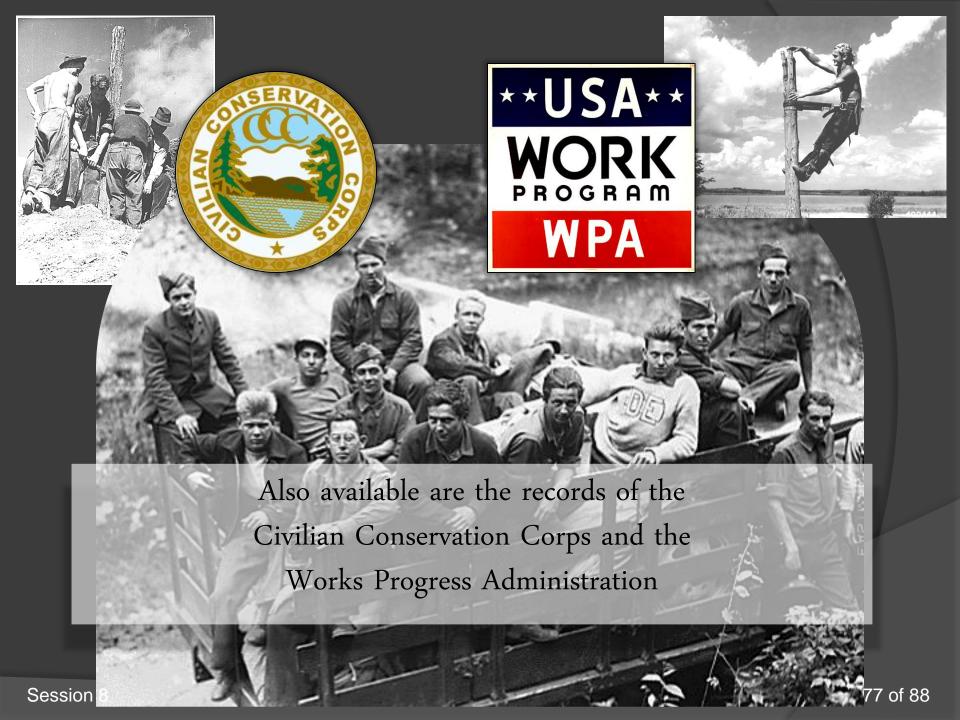
Civilian Personnel Records



Civilian Personnel Records

- Archival records date from the mid-nineteenth century through 1951
 - In the complete custody of NARA
 - Information is available to the public
 - Certain information is restricted under terms of the Freedom of Information Act (5 U.S.C. 552 (b) (6))

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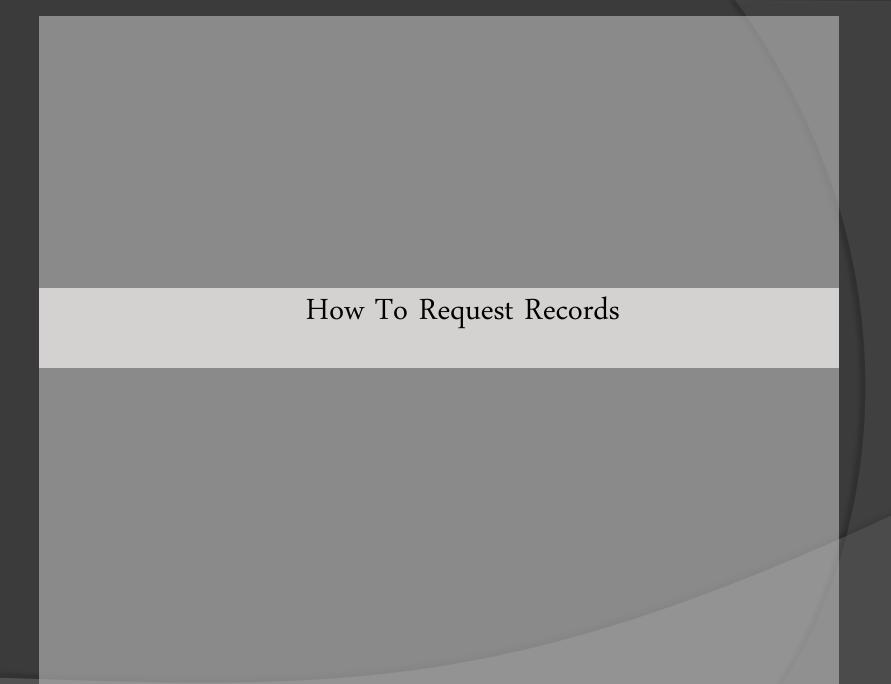
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Page 1 from a CCC Form 1— Individual Record

WPA Forms

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Session 8

What information is needed to locate a civilian personnel record?



- Full name of employee and any alternate names or spellings
- Date of birth
- Employing agency/agencies
- Dates of employment
- Location of employment
- Social security number(if known)

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What information is needed to locate a CCC or WPA personnel record?



- Full name used at the time of service
- Social Security Number (if known)
- Date of birth
- Place of birth
- Hometown (city and state) at time of employment
- Parents name
- Spouse's name (for WPA employment)
- Dates of service (day, month and year)
- Location of employment
- Forms are available at:
 - Works Progress Administration: Form NA 14137
 http://www.archives.gov/st-louis/archival-programs/civilian-personnel-archival/wpa-holdings-access.html
 - Civilian Conservation Corps: Form NA 14136

 http://www.archives.gov/st-louis/archival-programs/civilian-personnel

How do I request copies of

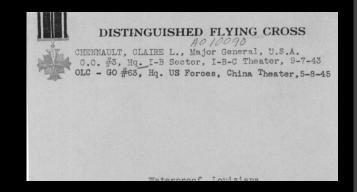
Official Military Personnel Files?

Individuals may access these records by:

Mail a Standard Form (SF) 180,
 Request Pertaining to Military Records to:

National Personnel Records Center 1 Archives Drive St. Louis, MO 63138





 Unaccessioned Federal records requests may also be made online via eVetRecs: http://www.archives.gov/veterans/military-service-records/index.html
 or by visiting the Federal research room, by calling 314-801-0800

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How do I request copies of Civilian Personnel Records, Selective Service Records, Courts-Martial Records, and other Auxiliary Series?

Individuals may access these records by:

• Mail a written request to:

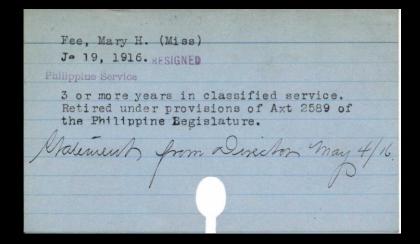
National Archives & Records

ATTN: Archival Programs

P.O. Box 38757

St. Louis, MO 63138

• Fax a request to: 314-801-9187



Record Reproduction Fees

- Official Military Personnel Files (OMPFs) and civilian Official Personnel Folders (OPFs)
 - \$70.00 for records over five pages
 - \$25.00 for records five pages or less
- Selective Service Records
 - \$20.00 for a classification ledger
 - \$7.00 for a selective service registration card
- Service Record Cards (civilian)
 - \$7.00 per service record card
- Persons of Exceptional Prominence OMPFs
 - Paper format: Eighty cents (\$.80) per page
 - Digital format for a fee ranging from \$20 \$250 depending on the size of the record.
 - * Not every record is presently available in digital format
- Additional Auxiliary Series (Burial Files, Chaplains Files, etc.)
 - Eighty cents (\$.80) per page
 - Minimum charge of \$20.00
- Army General and Special Courts Martial Records
 - Tiered fee of \$65.00, \$98.00, \$145.00 depending on the size of the record

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Visit NARA at St. Louis'

Archival Research Room

Location:

1 Archives Drive

St. Louis, MO 63138

Public Hours:

Tuesday Friday,

(7:30am 3:45pm CT)

Contact Information:

(314) 801 0850

Stlarr.archives@nara.gov

(314) 801 0608 (Fax)



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Additional Contact Information

Websites

- The National Archives at St. Louis: http://www.archives.gov/st-louis/archival-programs/index.html
- Military Personnel Records open to the public (62 years in the past from "today's date"): http://www.archives.gov/st-louis/archival-programs/military-personnel-archival/index.html
- Military Personnel Records not yet open to the public: http://www.archives.gov/st-louis/military-personnel/about-ompfs.html
- Persons of Exceptional Prominence records: http://www.archives.gov/st-louis/military-personnel/public/persons-of-prominence.html
- Civilian Personnel Records open to the public (prior to 1952): http://www.archives.gov/st-louis/archival-programs/civilian-personnel-archival/#written-requests
- Civilian Personnel Records not yet open to the public (1952 present): http://www.archives.gov/st-louis/civilian-personnel/index.html

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Additional Contact Information

Inquiries can be submitted to:

- General archival inquiries: stl.archives@nara.gov
- Research room inquiries: stlarr.archives@nara.gov and phone line 314-801-0850
- Persons of Exceptional Prominence records: pep.records@nara.gov
- FaceBook and Twitter inquiries: stlfb.archives@nara.gov
- Public Programs: stlpublic.programs@nara.gov
- Military Personnel Records –
 Theresa Fitzgerald: theresa.fitzgerald@nara.gov
- Civilian Personnel Records –
 Ashley Mattingly: <u>ashley.mattingly@nara.gov</u>

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