

REQUEST FOR RECORDS DISPOSITION AUTHORITY
(See Instructions on reverse)

Hand NCD 3 Nov 80

TO GENERAL SERVICES ADMINISTRATION,
NATIONAL ARCHIVES AND RECORDS SERVICE, WASHINGTON, DC 20408

LEAVE BLANK	
JOB NO	NCL-131-81-1
DATE RECEIVED	December 5, 1980
NOTIFICATION TO AGENCY	
In accordance with the provisions of 44 U.S.C. 3303a the disposal request, including amendments is approved except for items that may be stamped "disposal not approved" or "withdrawn" in column 10	
12-24-80 <i>Date</i>	<i>Robert M. Zahn</i> <i>Archivist of the United States</i>

1. FROM (AGENCY OR ESTABLISHMENT)
Department of Justice

2. MAJOR SUBDIVISION
Civil Division

3. MINOR SUBDIVISION
Office of Alien Property

4. NAME OF PERSON WITH WHOM TO CONFER
Robert M. Zahn

5. TEL EXT
724-6043

6. CERTIFICATE OF AGENCY REPRESENTATIVE

I hereby certify that I am authorized to act for this agency in matters pertaining to the disposal of the agency's records; that the records proposed for disposal in this Request of 5 page(s) are not now needed for the business of this agency or will not be needed after the retention periods specified.

- A** Request for immediate disposal.
- B** Request for disposal after a specified period of time or request for permanent retention.

C. DATE <i>11/25/80</i>	D. SIGNATURE OF AGENCY REPRESENTATIVE <i>Robert M. Zahn</i>	E. TITLE Chief, Records Maintenance and and Disposition Section/RMG/JMD
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7. ITEM NO	8. DESCRIPTION OF ITEM (With Inclusive Dates or Retention Periods)	9. SAMPLE OR JOB NO	10. ACTION TAKEN
	<p><u>OFFICE OF ALIEN PROPERTY</u> (Record Group 131)</p> <p>The Alien Property Division of the Department of Justice was established on December 9, 1941, to handle enemy property responsibilities resulting from the entrance of the United States into World War II.</p> <p>The following records, held by the Federal Archives and Records Center in Bayonne, New Jersey, under accession numbers 131-53A0151 and 131-58A0111, were created by United States branches of Japanese banks and trading companies from 1917 to 1943 and were seized by the Office of Alien Property.</p> <p>Because of an intermixture of series, the volume figures provided for individual series are approximate. Total volume of records XXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXXX 262 cubic feet.</p> <p>Disposition: Transfer to Mitsubishi International Corporation New York, New York</p>		<i>11 items</i>

Closed Out: 1-5-81: K.T.!
Copy sent to Agency, ZAC & NNG,

REQUEST FOR AUTHORITY TO DISPOSE OF RECORDS—Continuation Sheet

7. ITEM NO.	8. DESCRIPTION OF ITEM (WITH INCLUSIVE DATES OR RETENTION PERIODS)	9. SAMPLE OR JOB NO.	10. ACTION TAKEN
	<p style="text-align: center;"><u>Records of Japanese Trading Companies in the United States</u></p> <p>1. <u>Code books and Lists of Private Codes.</u> Japanese trading companies utilized code words in some of their correspondence to conceal the identity of their clients. Parties to a transaction would be assigned code words, usually a group of letters, and would be referred to by the code subsequent transactions. The code books and lists of codes maintained by trading companies contain the meaning of the code words and a brief description of their use. There is no indication of where the documents described were filed.</p> <p>Mitsui Private Code Books 1921-41.</p> <p>Mitsubishi Shoji Kaisha Ltd. (New York) Codes 1943 and prior.</p> <p style="text-align: right;">4 cubic feet</p> <p>Destroy immediately.</p> <p>2. <u>Accounting Records and Statements of Account.</u> Records of routine financial dealings of Japanese trading companies. Included are payroll ledgers and registers, cash ledgers, accounts receivable and payable ledgers, statements of account with customers and other parent company offices, and other accounting records dating from 1919-43.</p> <p style="text-align: right;">77 cubic feet</p> <p>Destroy immediately.</p> <p>3. <u>Cargo Manifests.</u> Cargo manifests of vessels carrying goods procured by the following trading companies for shipment to and from Japan. Also, bills of lading.</p>		

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	<p>Mitsubishi Shoji Kaisha, Ltd. (Seattle) Oct. 1924 - Nov. 1940</p> <p>Osaka Syosen Kaisya 1933-41</p> <p>Yamashita Lines Nov. 1937 - June 1941</p> <p style="text-align: right;">11 cubic feet</p> <p>Destroy immediately.</p> <p>4. <u>Indent Books</u>. Books containing copies of indent forms prepared by Japanese trading companies specifying conditions and terms under which the company purchased American goods for shipment to Japan and Japanese goods for American customers. The forms list the merchandise, promised date, etc. and also served to confirm previous orders.</p> <p>The books are those of Okura and Co. (New York agency) and Okura and Co. (Trading) Ltd. 1923-50.</p> <p style="text-align: right;">16 cubic feet</p> <p>Destroy immediately.</p> <p style="text-align: center;"><u>Records of United States Branches of Japanese Banks</u></p> <p>5. <u>General and Account Ledgers</u>. General ledgers and ledgers for various accounts of United States branches of Japanese banks detailing transactions and balances. Accounts include lettered accounts, profit and loss accounts, chief of accountant's accounts, head office accounts, and accounts with other bank branches.</p> <p>The ledgers are those of:</p> <p>The Yokohama Specie Bank, Ltd. (Seattle, Manila, and New York) 1917-41</p> <p>The Bank of Taiwan, Ltd. 1931-41</p>		

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	<p>The Bank of Chosen 1935-41</p> <p>The Mitsubishi Bank, Ltd. 1934-41</p> <p>The Mitsui Bank, Ltd. 1938-41</p> <p>69 cubic feet</p> <p>Destroy immediately.</p>		
6.	<p><u>Balance Books.</u> Journals kept by the Yokohama Specie Bank, Ltd. (New York) 1930-41, recording balances in various types of accounts.</p> <p>3 books</p> <p>Destroy immediately.</p>		
7.	<p><u>Accounting Records.</u> Routine financial records of various banks, including deposit slips, daily journal bookkeeping tickets, credit and draft advices, general advice sheets, bills/drafts receivable and payable, advices of telegraphic transfers, specifications of balance, and other accounting records (some in book form). Also, customers' affidavits of ownership of bonds and coupons presented for payment. The records date from 1934-41.</p> <p>65 cubic feet</p> <p>Destroy immediately.</p>		
8.	<p><u>Cables and Telegrams.</u> Copies of incoming and outgoing cables of the Yokohama Specie Bank, Ltd. (New York) 1940-41. Most are short confirmations or inquiries regarding routine bank business.</p> <p>9 cubic feet</p> <p>Destroy immediately.</p>		
9.	<p><u>Payroll records.</u> Registers of salaries paid to employees and other payroll records, such as deductions for Social Security, of</p>		

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	<p>the Yokohama Specie Bank (New York) 1940-41 and the Bank of Chosen 1937-39.</p> <p style="text-align: center;">3 books</p> <p>Destroy immediately.</p>												
10.	<p><u>Correspondence.</u> Carbon copies of brief letters of the Yokohama Specie Bank, Ltd. (New York) 1937-41. The letters are of a routine nature - mainly confirmations, cover letters for enclosures, acknowledge- ments, and inquiries, in English and Japanese. Much of the correspondence is intermingled with other records (accounting material, cables, etc.)</p> <p style="text-align: center;">6 cubic feet</p> <p>Destroy immediately.</p>												
11.	<p>Applications and related papers re: licenses to import and export and registers of licenses of the following banks:</p> <table data-bbox="320 1157 1084 1443"><tr><td>The Bank of Taiwan, Ltd.</td><td>1940-41</td></tr><tr><td>The Bank of Chosen</td><td>1941</td></tr><tr><td>The Sumitomo Bank, Ltd.</td><td>1941</td></tr><tr><td>The Mitsubishi Bank, Ltd.</td><td>1941</td></tr><tr><td>The Mitsui Bank</td><td>1940-41</td></tr></table> <p style="text-align: center;">5 cubic feet</p> <p>Destroy immediately.</p>	The Bank of Taiwan, Ltd.	1940-41	The Bank of Chosen	1941	The Sumitomo Bank, Ltd.	1941	The Mitsubishi Bank, Ltd.	1941	The Mitsui Bank	1940-41		
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