

UNIVERSITY MUSEUM OF NATURAL HISTORY

- MU 2 ACCOUNTS
- MU 2/1 ‘University Museum Building Account Ledger’. 1869-1903
- This volume also contains a continuation of the University Administration Fund Ledger (MU 2/2) for 1915-19, at ff 35-144 and 209-213.
- MU 2/2 ‘University Museum Administration Fund Ledger’. 1869-1914
- The next University Museum Administration Fund Ledger, for 1915-19, can be found in MU 2/1 at ff 35-144 and 209-213.
- MU 2/3/1-2 Administration Fund ledgers. 1905-32
1. 1905-19 (labelled as ledger ‘A’)
 2. 1921-32
- MU 2/3/1 duplicates the information in MU 2/1 and MU 2/2 for the relevant dates.
- The Administration Fund Ledger for 1920 can be found in MU 2/5 at ff 134-151.
- MU 2/4 ‘University Museum Fund for Maintaining Collections Ledger’. 1869-1915
- MU 2/5 ‘Maintenance Grant Ledger’, also labelled as ledger ‘M’. 1905-13
- This ledger duplicates the information in MU 2/4 for the relevant dates.
- This ledger also contains the Administration Fund Ledger for 1920 at ff 134-151 (following MU 2/3/1); and the ‘Cash Account’ book for 1915-20 at ff 49-120 (following MU 2/11/1).
- MU 2/6 ‘Tabulated statements of accounts’ for the Administration Fund, the Grant for the Maintenance of the Collections and the Grant for Museum Cases. 1882-93

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MU 2/7/1-4 Ledgers for the accounts of departments and societies. 1915-72

1. 1915-23 (labelled as ledger 'D')
2. 1923-44
3. 1944-58
4. 1958-72

MU 2/8 'University Museum Building Account Cash Book'. 1864-1903

This volume also contains a continuation of the Administration Fund Cash Book from 1917-19 at ff 30-60 (following on from MU 2/9/1).

MU 2/9/1-9 Administration Fund cash books. 1868-1976

1. 1868-1918
2. 1920-33
3. 1933-42
4. 1942-6
5. 1946-53
6. 1953-8
7. 1958-63
8. 1963-9
9. 1969-76

The Administration Fund cash book for 1917-19 can be found at MU 2/8 at ff 30-60.

MU 2/10 'University Museum Fund for Maintaining Collections Cash Book'.
1868-1915

MU 2/11/1-2 Cash books entitled 'Cash Account', which appear to contain the accounts of both the Administration Fund (see MU 2/9/1-9) and the Maintenance Fund (MU 2/10). 1905-34

1. 1905-15
2. 1921-34

The Cash Account book for 1915-20 can be found at MU 2/5 at ff 49-120.

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MU 2/12/1-3

University Chest Departmental Account cash books for the Museum.
1932-76

1. 1932-51
2. 1951-65
3. 1965-76

MU 2/13/1-8

Petty cash books for 'Miscellaneous Payments', 1885-1976;
Geological Department, 1885-1916; Mineralogical Department, 1898-
1916; and record of employers' National Insurance contributions, 1912-
76. 1885-1976

1. 1885-91
2. 1892-7
3. 1898-1902
4. 1903-16
5. 1917-32*
6. 1932-41
7. 1941-9
8. 1950-76

* MU 2/13/5 also includes details of the wages paid to engineers to
stoke the boilers, 1917-25

MU 2/14/1-5

Wages and petty cash books containing details of money received from
the Keeper of the Museum and of payments of wages; miscellaneous
petty cash; the petty cash of departments; and details of employers'
contributions under the National Health Insurance Act. 1892-1923

1. 1892-6
2. 1897-1901
3. 1902-7
4. 1907-17
5. 1918-23

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UM 2/15/1-16

Wages books containing details of weekly wages paid to non-academic employees. 1874-1976

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|--------------|-------------|
| 1. 1874-1927 | 9. 1950-2 |
| 2. 1928-41 | 10. 1952-4 |
| 3. 1941-2 | 11. 1954-7 |
| 4. 1942-3 | 12. 1957-60 |
| 5. 1943-5 | 13. 1960-4 |
| 6. 1945-6 | 14. 1964-8 |
| 7. 1946-8 | 15. 1968-74 |
| 8. 1948-50 | 16. 1974-6 |

UM 2/16/1-8

Bank books of the Museum account with Barclays Bank (before 1902, Messrs Parsons, Thomson and Co, Old Bank, Oxford). 1860-1931

1. 1860-86
1887-93 missing
3. 1894-9
1900-1 missing
5. 1902-10
6. 1910-18
7. 1918-25
8. 1925-31

MU 2/17/1-4

Registers of the number of visitors to the Museum each day and the fees received. 1904-31

1. 1904-8
2. 1908-14
3. 1915-23
4. 1923-31

MU 2/18

Postage book containing a record of stamps used and some details of the addressee. 1902-4

This volume also includes a record of when boilers in the Museum were started and stopped, 1906-25.

MU 2/19

Postage book containing a record of stamps used with some detail of the addressee. 1928-35