Inventory of the Office of the Secretary of State Records, Part I

Collection number: See series descriptions

California State Archives
Office of the Secretary of State
Sacramento, California

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Descriptive Summary
Title: Office of the Secretary of State Records, Part I
Dates: 1850-1998
Collection Number: See series descriptions
Creator: Secretary of State
Repository: California State Archives
Sacramento, California

Abstract: The records of the Secretary of State's office comprise one of the largest record groups at the Archives. This finding aid, identified as "Part I," describes many records that are no longer created by the various programs within the agency. Part I is comprised of 13 sub-groups: Accounting Office Records, Administrative Office Records, Architects' and Live Stock Auctioneers' Licensing Records, Corporation License Tax Records, Corporations Section Records, Motor Vehicle Records, Notary Public Records, State Library Records, Trademark and Service Mark Records, and Filed Documents (these sub-groups closely reflect the organization of the Secretary of State's office during the latter half of the 19th century and the early half of the 20th century). The last three sub-groups are Census Records, Constitutional Conventions Records, and Spanish and Mexican Land Grant Records.

Physical Location: California State Archives
Languages: Languages represented in the collection: English

Access
While the majority of the records are open for research, any access restrictions will be noted in the record series descriptions.

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Preferred Citation
[Specific item, specific ID number], Secretary of State Records, Part I, R206, California State Archives, Office of the Secretary of State, Sacramento, California.

Acquisition Information
The California State Archives acquired the Secretary of State records according to state law.

Agency History
Article V, section 19 of the 1849 state Constitution provided that the Secretary of State "shall keep a fair record of the official acts of the legislative and executive departments of the Government; and shall, when required, lay the same, and all matters relative thereto, before either branch of the Legislature; and shall perform such other duties as shall be assigned him by law."
Several sections of the 1879 Constitution detail the duties of the Secretary of State; however, most of those descriptions were codified, over time, into a variety of codes. For example, Government Code Section 12160-12162 describe the Secretary of State's duty to keep a record of the official acts of the legislative and executive departments.

In addition to the above, the Secretary of State's responsibilities include:
- Serving as the state's Chief Elections Officer
- Implementing electronic filing and Internet disclosure of campaign and lobbyist financial information
- Maintaining business filings
- Commissioning notaries public
- Operating the Safe at Home Confidential Address Program
- Maintaining the Domestic Partners and Advance Health Care Directive Registries
- Safeguarding the State Archives
- Serving as a trustee of the California Museum for History, Women and the Arts

Scope and Content
The records of the Secretary of State's office comprise one of the largest record groups at the Archives. This finding aid, identified as "Part I," describes many records that are no longer created by the various programs within the agency. However, some of the records described are still being created, but are no longer transferred to the Archives.

Part I comprises 13 sub-groups: Accounting Office Records, Administrative Office Records, Architects' and Live Stock Auctioneers' Licensing Records, Corporation License Tax Records, Corporations Section Records, Motor Vehicle Records, Notary Public Records, State Library Records, Trademark and Service Mark Records, and Filed Documents (these sub-groups closely reflect the organization of the Secretary of State's office during the latter half of the 19th century and the early half of the 20th century). The last three sub-groups are Census Records, Constitutional Conventions Records, and Spanish and Mexican Land Grant Records.

Many records described in this finding aid are in bound volumes. These bound volumes were given ID numbers through a Works Project Administration program during the 1930s. While not all pre-1939 volumes have WPA numbers, the vast majority do. Appendices list the individual volume ID numbers, associated with their respective series. These bound volumes contain some of the earliest records created by or maintained by the Secretary of State.

Notable records within this group include trademarks and articles of incorporation. California had one of the earliest trademark registration laws in the nation. Applications were accompanied by samples of the marks being registered. These trademarks were, often times, works of art and convey the advertising acumen of their creators. Articles of incorporation reflect the variety of business in California -- from mining to railroads, from farming to land speculation, from small business ventures to large capital investment firms -- a myriad of economic successes and failures can be traced through these records.

With the advent of the horseless carriage and the need to regulate for safety reason, the first registration of motor vehicles was handled by the Secretary of State's office. The records described the make and model of vehicles as well as their power source. "Chauffeur's licenses" were the earliest of driver's licenses and were required of anyone operating a motor vehicle.

For the researcher interested in early land ownership, the Spanish-Mexican land grant records are must see items. Many familiar Californio and American names are found within the records: Pico, Sepulveda, Vallejo, Sutter, Folsom, Pacheco, Stearns, Lassen, and Bidwell to name just a few. In order to investigate and confirm titles in California, American officials acquired the provincial records of the Spanish and Mexican governments in Monterey. Those records, most of which were transferred to the United States Surveyor General's Office in San Francisco, included land deeds, sketch maps, and various other documents. The Land Act of 1851 established a Board of Land Commissioners to review these records and adjudicate claims, and charged the Surveyor General with surveying confirmed land grants boundaries. Of the 813 grants ultimately claimed, the Land Commission approved only 553.

In addition to the 19th century land grant records is a series of reports from the 20th century relative to ownership of land by non-citizens. The Alien Land Law reports reflect the hostility toward non-Caucasian individuals, particularly those of Japanese ancestry, and efforts to deny land ownership to that particular segment of the population.

Early populations can be traced using the 1852 state census and the 1860 federal census. In addition to the population schedules, these two censuses also include agriculture and industry schedules, showing the importance of California in the production of food and goods. The Archives also has the 1880 population census.

This finding aid is a revision of previous editions. Many of the items in the previous editions were not Secretary of State records, but rather documents from other record groups, such as the Controller and the Attorney General, that simply
mentioned the Secretary of State's office. These references have been removed from this revised edition and can be found in the record groups of the creating agencies.

**Accruals**

While no further accruals are expected, additions to the series may occur as older records will be interfiled upon receipt.

**Note**

Appendices A-G are available in the Master Finding Aid at the California State Archives.

**Indexing Terms**

The following terms have been used to index the description of this collection in the library's online public access catalog.

- Trademarks
- Corporations - California
- Architects - California

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**Accounting Office Records 1852-1924**

Series 1 **Fee and Record Books 1858-1859, 1870-1896, 1913-1917, 1923**

- **Physical Description:** 27 volumes
- **Arrangement**
  Volumes are arranged by WPA Number. Entries within each volume are arranged chronologically by transaction date.
- **Scope and Content**
  These volumes contain a daily record of the fees collected for issuance of certificates, commissions, proclamations, and other documents filed, transmitted, or issued by the Secretary of State.

  *Chapter 38, Statutes of 1850,* provided that the Secretary of State "shall keep an account of all fees received in his office, and shall settle and account for the same, with the Comptroller, once in every three months, and pay the amount into the State Treasury."

  *Chapter 101, Statutes of 1853,* provided that the fees collected by the Secretary of State "be reserved for the support of the State Library." An amendment in 1901 changed that language and stated that of the fees collected by the Secretary of State, "$2,500 should be allotted monthly to the library fund and the balance to the state general fund." See the Part One, Sub-group VIII, Series 2: Library Fund Cash Books for other volumes showing fees collected and allotted to the library fund.

Series 2 **Cash Books 1854-1855, 1860-1898, 1907-1913**

- **Physical Description:** 62 Volumes
- **Arrangement**
  Volumes are arranged numerically by WPA Number. Entries within each volume are arranged chronologically by transaction date.
- **Scope and Content**
  These volumes record daily cash receipts and cash transactions for individual and general accounts, with amounts debited or credited and the balance at the end of each month.
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| 3 | **Check Registers 1913-1924**  
**Physical Description:** 5 volumes  
**Arrangement:** Volumes are arranged numerically by WPA Number. Entries within each volume are arranged numerically by check number, which is chronologically assigned.  
**Scope and Content:** Check registers show deposits made, checks drawn, and names of payees. |
| 4 | **Distribution Registers and Daily Journals 1852-1855, 1872-1879, 1883-1889, 1922-1929**  
**Physical Description:** 50 volumes  
**Arrangement:** Volumes are arranged numerically by WPA Number. Entries within each volume are arranged chronologically by transaction date.  
**Scope and Content:** These volumes record the Secretary of State's distribution of copies of statutes, legislative journals, Supreme Court Reports, codes, and other state publications to legislators, constitutional officers, judges, and county officials and to other states and institutions. |
| 5 | **Wells Fargo C.O.D. Books 1867-1869, 1888, 1890-1895**  
**Physical Description:** 6 volumes  
**Arrangement:** Volumes are arranged numerically by WPA Number. Entries within each volume are arranged alphabetically by first letter of last name and entered chronologically there under.  
**Scope and Content:** These books record the delivery by Wells, Fargo and Co. of documents issues by the Secretary of State, the fees being collected "cash on delivery." Entries appear under the headings of date, addressee, address, and value as well as returned and remarks. |
### Series 6: Stationery Account Books and Stock Books 1861-1911

**Physical Description:** 69 volumes

**Arrangement**

Volumes are arranged numerically by WPA Number. Entries within each volume are arranged chronologically.

**Scope and Content**

*Chapter 38, Statutes of 1851,* required the Secretary of State to advertise for proposals for supplying the legislature with "stationery, fuel, and other things necessary" for its use. This function was discontinued in 1912.

This series includes journals and ledgers that record the Secretary of State's purchase and issuance of stationery, fuel, and other supplies. Individual accounts of the legislature and state offices in the 1860s show the receipt of wood, coal, brooms, carpets, letter paper, envelopes, paper folders, blotters, quill pens, inkstands, lead pencils, shears, eyelet machines, and red tape. Registers of newspaper subscriptions for legislators for the years 1862, 1865, 1871, and 1872, and accounts of postage, expressage, and telegraphing, are also included.

The Stock Ledger (WPA1911), 1895-1908, indicates the range of stores stocked by the Secretary of State at that time including arm rests, clothes baskets, coin bags and money trays, chimneys and shades, coal hoods, clocks, fire fenders, files (Falcon Letter, Shannon, Magic, Keystone, Wire), numbering machines, spittoons, typewriters, and water closet paper.

### Series 7: Record of Ballot Paper 1872-1876, 1880-1888, 1902, 1911-1917, 1922-1934

**Physical Description:** 9 volumes

**Arrangement**

Volumes are arranged numerically by WPA Number. Entries within each volume are arranged chronologically by transaction date.

**Scope and Content**

These volumes are journals of the Secretary of State's sale and shipment of ballot paper, giving the date, name of purchaser, place, reams, cost, and amount collected.

### Series 8: Order Stub Books 1894-1894

**Physical Description:** 2 volumes

**Arrangement**

Volumes are arranged numerically by WPA Number. Entries within each volume are arranged chronologically by transaction date.

**Scope and Content**

These record the placement of orders by the Secretary of State, with description of articles, price, date, and name of company upon whom the requisition was drawn.

### Administrative Office Records 1849-1920
Series 1 Day Books 1851-1855, 1858, 1863

Physical Description: 6 volumes
Arrangement
Volumes are arranged numerically by WPA Number. Entries within each volume are arranged chronologically by transaction date.
Scope and Content
These day books record the daily activities, such as documents filed, copied, and certified, commissions issued, letters sent, pardons attested and sealed, statutes distributed, and library books received or loaned.

Series 2 Letterbooks 1849-1852, 1858-1860, 1880-1887, 1890-1891, 1909-1910

Physical Description: 12 volumes
Arrangement
Volumes are arranged numerically by WPA Number. Entries within each volume are arranged chronologically by correspondence date.
Scope and Content
General correspondence covers the whole range of duties of the Secretary of State.

Series 3 Certified Documents Issued 1895

Physical Description: 1 volume
Arrangement
Entries arranged chronologically by transaction date.
Scope and Content
Entries cover the date of issue, description of document, fees, by whom made, date of delivery, payment type, and by whom delivered.

Series 4 Certificates Issued 1919-1920

Physical Description: 2 volumes
Arrangement
Volumes arranged numerically by WPA Number. Entries within each volume are arranged numerically by certificate number.
Scope and Content
These volumes consist of carbon copies of certificates issued by the Secretary of State certifying the accuracy and authenticity of documents.

Architects and Livestock Auctioneers Licensing Unit Records 1901-1935
Series 1 Index to Architects 1901-1929

Physical Description: 1 volume

Arrangement
Indexed alphabetically by first letter of last name, and then chronologically.

Scope and Content
Chapter 212, Statutes of 1901, provided for the creation of a State Board of Architecture to conduct, through its district boards, examinations for certification to practice architecture. The district boards reported the successful applicants to the Secretary of State, who then issued the certificates to practice. Chapter 68, Statutes of 1929, transferred this function to the State Board of Architectural Examiners.

Entries include license number; name; district; with or without examination; and, filing date. Octavius Morgan is the holder of license number 1, dated August 22, 1901. The index contains the names of 1,698 architects who were licensed during the period.

Series 2 Qualifying Forms from the State Board of Architecture 1901-1920

Physical Description: 10 file folders

Arrangement
Arranged by district (Northern or Southern), and then by form and numerically by form number.

Scope and Content
The Secretary of State received notification from the State Board of Architecture regarding which candidates were entitled to practice in the state. This series contains Northern District Form A (without Examination) numbers 1-212 and Form B (with Examination) numbers 1-347. The series contains Southern District Form A (without Examination) numbers 1-103 and Form B (with Examination) numbers 1-317. The Secretary of State would then issue certificates based on the examination results forwarded from the State Board.

Series 3 Stub-books of Architects' Certificates 1901, 1927-1929

Physical Description: 2 volumes

Arrangement
Volumes are arranged numerically by WPA Number. Entries within each volume are arranged by certificate number.

Scope and Content
The Secretary of State issued certificates to individuals based on the forms received from the State Board of Architecture. This series contains 2 volumes of certificate stub-books.

The stub-book from 1901, Architects' Certificates (Without Examination), covers certificates No. 1 (August 22, 1901) to No. 246 (October 17, 1901). Information contained in the stub-book includes the certificate number, architect's name, district, the date board form was filed, and the date the certificate was issued by Secretary of State.

The stub-book from 1927-1929, Architects' Certificates (With Examination) covers certificates No. 1572 (November 17, 1927) to No. 1698 (August 13, 1929). It contains the certificate number and the date the certificate was issued by Secretary of State.
Series 4 Live Stock Auctioneers' Applications and Bonds 1921-1935

Physical Description: 1 file folder
Arrangement
Arranged chronologically by date of hearing.
Scope and Content
Chapter 649, Statutes of 1921, authorized the Secretary of State to issue a live stock auctioneer license to any person or firm on the filing of an application accompanied by a five thousand dollar bond. Chapter 131, Statutes of 1935, repealed the 1921 language. Applications show name, address of residence, and place of business, and bear the applicant's signature acknowledged and sworn before a notary public.

Series 5 Stub-books of Live Stock Auctioneers' Licenses 1921-1935

Physical Description: 2 volumes
Arrangement
Volumes are arranged numerically by WPA Number. Entries within each volume are arranged by license number.
Scope and Content
These are stub-books of live stock auctioneers' licenses issued by the Secretary of State. The entries on the stub note the number of the license, name of applicant, town, date of certificate, and by name of the person who issued the license. H.M. Bernstein, of Hanford, is the holder of license No. 1, dated Aug. 15, 1921.

Corporate License Tax Records 1880-1934

Scope and Content
Chapter 386, Statutes of 1905, provided for the collection of annual license taxes from corporations. Secretary of State C.F. Curry reported that, "The overhauling, indexing, and recording of the records of fifty-five years entailed an enormous amount of work. Upward of 45,000 corporation papers had to be handled in the preparation of this office to collect the license . . . More than 26,000 notices were returned undelivered; 4,500 corporations were exempt, and 12,162 paid the license." Chapter 221, Statutes of 1927, abolished the annual license tax.

Series 1 Corporation License Tax Cash Books and Cash Report Sheets 1905-1925

Physical Description: 33 volumes
Arrangement
Volumes are arranged numerically by WPA Number (roughly chronological). Entries within each volume are arranged by transaction date or alphabetically by corporate name.
Scope and Content
These volumes contain the daily record of the corporation license tax paid, giving number of license, name of corporation, corporation number, and amount paid. Monthly recapitulations of license tax receipts are included.
See Appendix D for ID numbers

Series 2 Indices to Corporations and Annual Licenses Collected 1880-1915

Physical Description: 16 volumes
Arrangement
Volumes are arranged by years covered. Entries within each volume are arranged by transaction date or alphabetically by corporate name.
Scope and Content
Entries vary by index type, but generally give name, amount of capital stock, corporation number, place of business, term, date of filing, date paid annual license tax, amount of tax, and notations as to dissolution, change of name or place of business, increase of capital stock, suspension, exemption from tax.

See Appendix D for ID numbers

Series 3 Corporation License Registers 1913-1927

Physical Description: 49 volumes
Arrangement
Arranged by years covered and then alphabetically.
Scope and Content
Entries are similar to Series 2, above, and are a continuation of the indices. Entries vary by index type, but generally give name, amount of capital stock, corporation number, place of business, term, date of filing, date paid annual license tax, amount of tax, and notations as to dissolution, change of name or place of business, increase of capital stock, suspension, exemption from tax.

See Appendix D for ID numbers

Series 4 Statements of Forfeiture and Suspension of Corporate Charters and Revivors 1905-1934

Physical Description: 54 volumes
Arrangement
Arranged by type and then chronologically.
Scope and Content
Compiled and published statements of corporations forfeiting charters by reason of failure to pay corporation taxes. These published annual reports were issued by the Secretary of State to the county clerks. The publications also contain a report issued by the State Controller listing corporations that had forfeited their charters as of December 31 each year. Corporations are listed under various subdivisions: domestic, foreign, oil, water, building and loan, quasi-public, railway, etc. Corporations revived can also be found in this series, as well as corporations relieved of tax lien or sued for recovery of tax.

WPA1342

Series 5 Minutes of the Corporation License Tax Exemption Board 1915-1918

Physical Description: 1 volume
Arrangement
Arranged chronologically by meeting date.
Scope and Content
Minutes of the Corporation License Tax Exemption Board.
Corporation Section Records 1972-1975

Scope and Content

Chapter 128, Statutes of 1850, prescribed rules for filing articles of incorporation with the Secretary of State. The act covered insurance companies, railroad companies, and companies to construct turnpike roads or plank roads, companies for manufacturing, mining, mechanical, or chemical purposes, telegraph companies, bridge companies, religious or other associations or societies, and steam navigation companies. Chapter 65, Statutes of 1858, added corporations engaged in any species of trade or commerce, foreign or domestic. Subsequent statutes provided that a corporation could be formed for any lawful purpose.

From 1850 to 1921, an incorporating body filed its articles in duplicate with the clerk of the county in which its principal office was located. The county clerk in turn forwarded a certified copy to the Secretary of State. Chapter 130, Statutes of 1921, reversed the procedure. The two copies were submitted to the Secretary of State, who retained the original as the filed document. The second copy was certified and returned to the corporation for filing with the county clerk's office.

See Appendix F for ID numbers

Series 1 Articles of Incorporation 1850-1956

Physical Description: 2,300 cubic feet

Arrangement
Arranged by status in 1956 (Inactive, Active, Loyalty, Unfiled) and alphabetically by entity name.

Scope and Content
This series consists of original articles of incorporation officially filed in the office of the Secretary of State. Folders stamped "Forfeited, December 14, 1905" or "Suspended, December 14, 1905" in the Inactive Corporations indicates the corporation failed to pay the annual license tax, which was first required in 1905. Such notation does not ordinarily mean that the corporation became inactive in 1905; most "forfeited" corporations had become inactive long before.

Folders stamped "Franchise Tax, Suspended, 1955," in the Loyalty Corporations sub-series, indicate that the subject corporation, theretofore possessed of tax exempt standing, had not filed a loyalty oath as required by Chapter 1503, Statutes of 1953, and had thus lost its tax exempt status. Further, it had then failed to pay the state tax on non-exempt corporations which caused it to be suspended by the Franchise Tax Board. Upon the declaration of the unconstitutionality of the loyalty oath requirement in 1957, a suspended corporation was permitted to revive its exempt corporate standing simply by notifying the Franchise Tax Board that it remained active.

The Unfiled Articles of Incorporation consists of 2 cubic feet of submitted articles of incorporation that, because of some deficiency or other, were not officially filed by the Secretary of State.

Articles of incorporation usually contain the following information: name of company or organization, objects for which formed, amount of capital stock, if any, number and value of shares, term of existence, number and names of trustees, principal place of business, and beginning in 1876, amount of capital stock actually subscribed, names of subscribers, and number of shares subscribed by each. This series also contains amendments of articles, applications for change of name or place of business, certificates of increase or limitation of capital stock, applications, and decrees of dissolution.
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**Series 2 Record of Incorporations 1850-1866, 1872-1929**

- **Physical Description:** 618 volumes
- **Arrangement**
  - Volumes are arranged numerically by volume number. Entries within each volume are arranged chronologically by date of filing.
- **Scope and Content**
  - This series consists of the record copy of filed articles of incorporation that, until 1929, the Secretary of State recorded in "proper books." Although a record copy of a very large percentage of filed articles was made, a substantial number of articles were not recorded and so are not included in this series. However, where original filed articles are missing, the record copy may be the only copy available.

**Series 3 Indices to Records of Incorporation 1850-1955**

- **Physical Description:** 47 volumes
- **Arrangement**
  - Volumes are arranged by index type. Entries within each volume are generally arranged alphabetically by the first letter of the corporate name.
- **Scope and Content**
  - Over the years, many indices have been created for the incorporation records filed with the Secretary of State's office. While the information is often similar, there are subtle differences in the indices themselves. Most contain the corporate name, the corporate number, the date of filing, and the volume and page number of the record copy.

**Series 4 Registers of Incorporations Filed 1876-1931**

- **Physical Description:** 13 volumes
- **Arrangement**
  - Volumes are arranged by type of register. Entries within each volume are arranged chronologically by transaction date and alphabetically by first letter of the corporation name.
- **Scope and Content**
  - These volumes reflect the daily recordation of articles of incorporation. Information includes corporate name, date filed, corporate type, and corporate number.

**Series 5 Duplicate Certificates of Incorporation 1892-1931**

- **Physical Description:** 86 volumes
- **Arrangement**
  - Volumes are arranged chronologically. Entries within each volume are arranged chronologically.
- **Scope and Content**
  - These volumes contain duplicates of the certificates of incorporation issued by the Secretary of State.
Series 6 Corporate Name Changes 1903-1910

Physical Description: 2 volumes

Arrangement
Entries are arranged alphabetically by original name or adopted name.

Scope and Content
Chapter 219, Statutes of 1903, required every corporation that had changed its name under provisions of the Code of Civil Procedure to file with the Secretary of State a certified copy of the court decree. Information includes date of filing, adopted name, original name, county, date of order of court.

Motor Vehicles Department Records 1905-1913

Scope and Content
Chapter 612, Statutes of 1905, required the registration with the Secretary of State of all motor vehicles operated in the state. Upon registration, the owners received a metal seal bearing the registration number. The owner was to attach the seal to the motor vehicle. In addition to registering motor vehicles, the Secretary of State also handle the registration of every person “desiring to operate a motor vehicle as a chauffeur.” In this context, a chauffeur is simply referring to the registered driver. Upon registering, the Secretary of State issued the driver an oval metal badge bearing the registration number. The driver had to wear the badge “pinned upon his clothing.” Chapter 326, Statutes of 1913, transferred these functions from the Office of the Secretary of State to the Department of Engineering.

Series 1 Registers of Motor Vehicles and Dealers in Motor Vehicles, with Indices 1905-1913

Physical Description: 47 volumes

Alternative Form of Materials Available
Microfilm copy available for research use.

Arrangement
Registers are arranged numerically by motor vehicle license number, assigned chronologically. Each register is indexed separately. The index entries are arranged alphabetically by the first letter of the last name of the owner or dealer.

Scope and Content
Registers give license number, name and address of owner or dealer, make, motor vehicle (e.g., Ford, Marmon, Reo, Cadillac, Elmore, Maxwell, Sunset), factory number, horsepower (e.g., for the named vehicles, 18, 24, 20, 30, 26, 14, 18 horsepower, respectively), kind of motor (e.g., gas, steam, electric), and date fee paid. Register Volume 1 is missing. The index shows that motor vehicle license No. 1 was issued to John D. Spreckels.
No ID numbers assigned

Series 2 Registers of Chauffeurs, with Indices 1905-1913

Physical Description: 14 volumes
Alternative Form of Materials Available
Microfilm copy available for research use.

Arrangement
Registers are arranged numerically by chauffeur license number, assigned chronologically. Each register has a separate index. The index entries are arranged alphabetically by the first letter of the last name of chauffeur.

Scope and Content
Information includes license number, name and address of chauffeur, name of vehicle able to operate, motor power, and date license issued. On May 1, 1905, chauffeur license No. 1 was issued to John D. Spreckels of San Francisco, as the operator of a steam-powered White motor vehicle.

Notary Public Records 1862-1941

Scope and Content
The power to appoint and commission notaries public was a function of the Governor from 1850 to 1967, at which time the appointive power was transferred to the Secretary of State by Chapter 1139, Statutes of 1967.

See Appendix F for ID numbers

Series 1 Registers of Notaries Public 1862-1924

Physical Description: 14 volumes

Arrangement
Volumes are arranged by ID number. Entries within each volume are arranged first by county and then chronologically by appointment date.

Scope and Content
The volumes represent the recording of notary publics appointed by the Governor and include the date of commission, name of notary, residence, term, date qualified, date oath filed, and remarks.

A list of notaries public from 1850-1860 can be found in the Governor's Executive Records (WPA1058). See also Governor's Notary Public Appointments, 1852-1942 (F3651.1-26), 1943-1951 (F3348:1-2), 1952-1964 (F3651:32-35); Governor's Notary Applications, 1849-1938.

See Appendix F for ID numbers

Series 2 Fees Tendered for Attesting Notarial Commissions 1931-1941

Physical Description: 1 volume

Arrangement
Arranged chronologically by date fees collected.

Scope and Content
This is a daily journal of fees collected by the Secretary of State for issuing notarial commissions, showing date, name of notary, address, amount tendered, and date of commission.

For similar entries, see Series 1. Fee and Record Books and Series 2. Cash Books (Secretary of State Records, Part 1; Accounting Office Records).
State Library 1852-1861

Scope and Content

Chapter 69, Statutes of 1850, provided that "all books belonging to the state shall be kept in the office of the Secretary of State and shall compose the State Library." The Secretary of State was designated the State Librarian. Chapter 57, Statutes of 1861, separated the State Library from the Secretary of State's office and placed it under the control of a Board of Trustees.

See also the finding aid for the Records of the State Library.

WPA639

Series 1 Library Register 1852-1855

Physical Description: 1 volume
Arrangement
Entries are arranged chronologically by date borrowed.
Scope and Content
The Library Register records the name of borrower, title of book, date taken and returned; there is an index by name of borrower within the register. Also includes a catalogue of books, held by the Library that gives book title and date received.
See also Series 1. Day Books (Secretary of State Records, Part 1: Administrative Records).

WPA637, WPA638 (F3680:17), WPA640 (F3709:26), WPA641

Series 2 Library Fund Cash Books 1852-1861

Physical Description: 4 volumes
Arrangement
Volumes are arranged by ID number. Entries within each volume are arranged chronologically by date paid.
Scope and Content
Chapter 69, Statutes of 1850, provided that all fines and forfeitures accruing under that act should be recoverable for the use of the State Library. Chapter 5, Statutes of 1852, provided a fund for the use of the State Library by levying a fee of $5 for commissions of office and reserving that amount annually from the pay of each legislator. The act also created a Board of Directors for the State Library, empowered to expend the monies in the State Library Fund in the purchase of "suitable furniture, books, maps, and charts for the State Library, purchasing first such books on the science of Government, on Philosophy, and on History, as they think best suited to the wants of the Legislature." Chapter 101, Statutes of 1853, provided that all fees collected by the Secretary of State constitute a portion of the Library Fund.
These volumes record the date of commission, name of person commissioned and office, amount of fee and date paid. They also record the amount paid to the State Treasurer for the Library Fund.

Trademark and Service Mark Section 1861-1991
Series 1 Trademarks 1861-1991

Physical Description: 600 cubic feet and 5 volumes

Arrangement
Arranged by old series (1861-1899, TM1-TM3552) or new series (1900-1991, TM1-TM94731) and numerically by registration number (TM), assigned chronologically by registration date.

Scope and Content
Chapter 478, Statutes of 1861 provides that "every person wishing a trade-mark . . . shall file his claim and a description of the mark" with the Secretary of State.

The applications (also called claims) bear the date of filing and contain correspondence and a specimen or facsimile of the trademark being filed. The application gives the name(s) of the applicant(s), the name of the company, and may include the business address, identification of product, and a detailed description of the trademark.

Duplicate trademark specimens, when filed with the application, are stored separately from the applications themselves. These trademarks are arranged numerically by trademark number.

In addition to the individual applications and the separated duplicates, there are five large volumes containing duplicates of many trademark specimens and giving the trademark name and number, applicant's name, and date of registration, covering the years 1861-1910. These volumes are extremely fragile and will only be retrieved if the trademark is not found within the applications and duplicates.

Note
Use of any trademark requires determining if the registered trademark is inactive. The status can be ascertained by contacting the Trademark and Service Mark Unit of the Secretary of State's Office.

See images of old series trademarks scanned via NHPRC grant.

Series 2 Indices to Trademarks, Marks, and Symbols 1861-1910

Physical Description: 19 volumes

Alternative Form of Materials Available
Microfilm copy available for research use.

Arrangement
Within each volume, the names are arranged alphabetically, by the first letter of the mark name or by the first letter of the applicant's surname (or company name).

Scope and Content
These volumes contain applicant name, mark number, mark name, and date filed, as follows:
- Index to Trademarks and Incorporations and Transfer of Patents, 1 vol., undated, (F3631:1)
- Trademarks, General Index; Recorded in Record of Incorporation, 1 vol., 1861-1880 (F3631:2)
- Indices to Marks and Symbols, 3 vols., 1864-1893 (F3631:3-5)
- Indices to Claimants, 3 vols., 1864-1893 (F3631:6-8)
- Claimants Book, 1 vol., undated (F3631:9)
- Indices to Trademarks - Trademark Name, 5 vols., 1861-1910 (F3631:10-14)
- Indices to Trademarks - Claimants, 5 vols., 1861-1910 (F3631:15-19)
Container Brands 1942-1983

Physical Description: 2 cubic feet
Arrangement
Arranged numerically by registration number (CB), assigned chronologically by registration date.

Scope and Content
Chapter 50, Statutes of 1941 provides that "Any person, who is engaged in the manufacture, packing, canning, bottling or selling of any substance in containers with his name, or other mark or device impressed or produced thereon, may file with the Secretary of State a description of the name, mark, or device so used as a brand."
Container brands are trademarks for bottles, cans, or other containers.

Note
Use of any container brand requires determining if the registered container brand is inactive. The status can be ascertained by contacting the Trademark and Service Mark Unit of the Secretary of State's Office.

Service Marks 1968-1983

Physical Description: 300 cubic feet
Arrangement
Arranged numerically by registration number (SM), assigned chronologically by registration date.

Scope and Content
Chapter 1556, Statutes of 1967 defines a service mark as "a mark used in the sale or advertising of services to identify the services of one person and distinguish them from the services of others."
An application contains the service mark number, registration date, applicant's business name and address, incorporation date where applicable, service mark description, specific service for which the mark is used, the manner of use and date of first use, and a specimen of the service mark.

Note
Use of any service mark requires determining if the registered service mark is inactive. The status can be ascertained by contacting the Trademark and Service Mark Unit of the Secretary of State's Office.

Farm and Ranch Names 1911-1983

Physical Description: 2 cubic feet
Arrangement
Arranged numerically by registration (FN) number, assigned chronologically by registration date.

Scope and Content
Chapter 139, Statutes of 1909 states "Any person may adopt a name for any farm or estate owned or leased by him, and register it in the manner provided for the registration of trademarks."

Note
Use of any farm or ranch name requires determining if the registered farm/ranch name is inactive. The status can be ascertained by contacting the Trademark and Service Mark Unit of the Secretary of State's Office.
Series 6 Fraternal Names and Insignias 1934-1983

Physical Description: 7 cubic feet

Arrangement
Arranged numerically by registration number (F), assigned chronologically by registration date.

Scope and Content
Chapter 409, Statutes of 1933 provides for the registration of names and insignia for "any lodge, order, beneficial association, fraternal or beneficial society or association, historical, military, or veterans organization, labor union, or any other similar society, organization, or association or degree, branch, subordinate lodge, or auxiliary thereof."

Note
Use of any fraternal name or insignia requires determining if the registered fraternal name or insignia is inactive. The status can be ascertained by contacting the Trademark and Service Mark Unit of the Secretary of State's Office.

Series 7 Linen (Laundry) Marks 1937-1991

Physical Description: 1 cubic foot

Arrangement
Arranged numerically by registration number (LM), assigned chronologically by registration date.

Scope and Content
Chapter 667, Statutes of 1937 and Chapter 59, Statutes of 1941 allow "any person engaged in the business of supplying clean laundered garments, towels, table linen or other articles, the property of the supplier, in a regular service, periodically exchanging clean articles for soiled for a fixed compensation, may adopt and use a name or other mark or device woven, impressed or produced thereon as an indicium of ownership, and may register the name, mark or device by filing" with the Secretary of State.

Note
Use of any laundry mark requires determining if the registered laundry mark is inactive. The status can be ascertained by contacting the Trademark and Service Mark Unit of the Secretary of State's Office.

Filed Documents 1849-1984
Series 1 Absent Defendants Files 1872-1874

Physical Description: 1 volume and 7 cubic feet

Arrangement

The bound volume entries are arranged in chronological order, and show the case number. The files are then arranged by case number.

Scope and Content

*Chapter 290, Statutes of 1872,* provided that if, by order of any court, a service of summons was made on an absent defendant by publication, the plaintiff must file with the Secretary of State a certified copy of the court order for publication, together with a copy of the summons, and a copy of the newspaper containing the publication. This act was repealed by *Chapter 338, Statutes of 1874.*

The bound volume lists, in chronological order, the 867 absent defendant cases filed with the Secretary of State, giving the name of the defendant, title of action, court, papers filed (including the name of the newspaper in which the summons was published), date filed, and fee paid.

The records consist of 867 case files, each containing a certified copy of the order for publication together with a copy of the summons and of the newspaper in which the summons was published. The newspapers include many issues of now little-known papers and together provide a good cross section of the California news press of the day.

Series 2 Alien Land Law Reports 1921-1952

Physical Description: 16 cubic feet

Arrangement

Arranged numerically by file number, assigned chronologically by date filed. The file number is obtained through an alphabetical card index, by the name of the property owner and by the name of assigned guardian. The index is available in the Research Room. There are approximately 6,000 filed reports.

Scope and Content

Proposition No. 1 (Alien Land Law initiative), was approved at the general election on November 2, 1920, became effective December 9, 1920. This initiative statute, an amendment to an early 1913 proposition, required guardians to be appointed to minor citizens whose parents could not own real property, and were therefore ineligible for citizenship. The guardians were required to file annual reports with the Secretary of State. The reports detailed the property held by the guardian for the minor, the date it "came within his control, and all income and expenditures relative thereto." Most of these accounts relate to agricultural operations.

Aimed particularly at Japanese immigrants, the measure was declared unconstitutional by the California Supreme Court in 1952 (Sei Fujii v the State of California, LA21149).

Series 3 Annual Reports of the Henry E. Huntington Library and Art Gallery 1928-1978

Physical Description: 11 file folders

Scope and Content

These reports were filed with the Secretary of State in accordance with the Trust Indenture establishing the institution, dated August 30, 1919, which requires the Board of Trustees to annually report their proceedings, an account of their financial operations for the preceding year, and a statement of the institution’s financial affairs.
Series 4 Applications for Office 1859-1862

**Physical Description:** 1 volume

**Arrangement**

Volume is indexed by county and by office.

**Scope and Content**

This is a register of several hundred applications for state office, with entries giving date of application, name of applicant, by who recommended, and office applied for. A number of applicants applied for "any office" or "any situation."

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File Numbers 1-3005  

Series 5 Authorship Filings 1921-1982

**Physical Description:** 35 cubic feet

**Arrangement**

Arranged numerically by file number, assigned chronologically.

**Scope and Content**

These authorship filings, with accompanying affidavits, consist largely of typewritten works of fiction, but a substantial number of non-fictional and technical works are also included.

Originally enacted by *Chapter 26, Statutes of 1921*, these filings allowed any person to file with the Secretary of State "a printed or typewritten copy of any lecture, sermon-address, dramatic composition, story, radio script, radio program, or motion picture scenario together with an affidavit attached thereto setting forth that the person is the author of the printed or typewritten matter and is entitled to all the rights and benefits accruing therefrom." In 1941, the language was moved to *Business and Professions Code section 14700*. The filing requirement was repealed by *Chapter 574, Statutes of 1982*. 
Series 6 Bonds of Public Officials (Surety Bonds) 1850-ca. 1984

Physical Description: 24 cubic feet, 5 bound volumes, 1 file folder

Arrangement

Loose documents (24 cubic feet) are arranged numerically by file number, applied chronologically. The bound five bound volumes are arranged chronologically by filing date. The single folder is arranged chronologically.

An alphabetical card index of officials' names is available (1850-1947) and must be used to determine the file number; the index also gives the title of office, date bond was signed, and date filed.

Scope and Content

Chapter 21, Statutes of 1850, required bonds for the following constitutional officers: Secretary of State, Attorney General, Surveyor General, Comptroller, Treasurer, State Pinter, and Clerk of the Supreme Court. Once approved by the Governor, the Secretary of State's bond was "filed with the County Clerk of the county in which the seat of government was fixed"; the other officials' bonds, once approved by the Governor, were filed with the Secretary of State.

Bonds of each District Attorney, once approved by the Judge of the District, were filed with the County Clerk's office. Bonds of Sheriffs, Coroners, Justices of the Peace, and "all other county officers" were approved by the County Judge and, again, filed with the County Clerk. Finally, bonds of the County Clerks were approved by the County Judges and filed with the County Recorder.

In 1872, the codification of the acts relating to bonds placed these laws into the newly designated Political Code. This codification carried much of the same language as the 1850 statutes. Chapter 111, Statutes of 1945, moved the language concerning bonds from the Political Code into the Government Code.

The Budget Bill of 1984 (Chapter 268, Statutes of 1984) repealed all then-extant code sections requiring bonds for state constitutional officers.

The 24 cubic feet contain original bonds of officeholders, as received by the Secretary of State. The bound volumes contain copies of bonds given by state officials. Copies are handwritten for 1871-1930 and are in photostatic from for 1930-1958. Note: not all official bonds for the period are record within these bound volumes. Filed separately from the main body is one file folder consisting of annual premium lists for 1931-1933 of the American Bonding Company of Baltimore, giving the names and locations of bonded Fish and Game Division employees (OF1190).

Similar filings can be found in the Records of the Controller and the Records of the Treasurer.

WPA1319

Series 7 Register of Bonds Sealed 1857, 1860, 1864, 1874

Physical Description: 1 volume

Arrangement

Arranged chronologically by act.

Scope and Content

This is a record of interest-bearing certificates of indebtedness issued by the State of California under the acts of April 28, 1857; April 30, 1860; April 27, 1863; April 4, 1864; and, April 4, 1870. Entries give number of bond, date of bond, amount and to whom issued.
<table>
<thead>
<tr>
<th>Series 8</th>
<th>Record of Contracts for Conditional Sale of Railroad and Street Railway Equipment and Rolling Stock and Declarations of Payment and Performance 1913-1967</th>
</tr>
</thead>
</table>
| Physical Description: 8 volumes and 4 cubic feet  
Arrangement  
Entries in bound volumes are arranged chronologically by date filed. Loose documents are arranged roughly by date filed.  
Scope and Content  
*Chapter 601, Statutes of 1913,* required that the subject contracts and declarations of performance be filed with the Secretary of State. *Chapter 1409, Statutes 1945* directed the Secretary of State to return such contracts and declarations as soon as they had been recorded. The boxed documents are original contracts and declarations filed between 1913 and 1945. The bound volumes contain copies of contracts, from 1913 to 1967. This filing requirement was repealed in 1967.  
Contract No. 1 (March 1, 1913) is a lease of railroad equipment (3,181 boxcars, 961 gondola cars, 400 automobile cars, 200 tank cars, 45 cabooses, and 114 locomotives) between the Commercial Trust Company of Philadelphia and the Southern Pacific Company. |

<table>
<thead>
<tr>
<th>Series 9</th>
<th>Individual Names Changes 1866-1998</th>
</tr>
</thead>
</table>
| Physical Description: 4 volumes, 50 rolls of microfilm, and 17 cubic feet  
Arrangement  
Arranged by format: bound volumes (1866-1942), microfilm, or loose document. The entries in the bound volumes are arranged alphabetically by original name for 1866-1876 and 1883, and alphabetically by adopted name for 1866-1942. The decrees on microfilm are arranged roughly by decree number (1-66300) and date received. Decrees bearing the numbers 66301-98904 are arranged numerically by assigned number.  
Scope and Content  
A card index, by original and adopted names, exists for decrees from about 1942-1997. From 1997 to the end of the filings in 1998, an electronic database is available. The card index and the electronic database must be consulted to obtain the decree number and filing date.  
Prior to 1865, an individual who wished to legally change his or her name had to appeal to the State Legislature. These name changes can be found in the published statutes. In 1865, the County Courts assumed responsibility for approving individual name changes; further, *Chapter 121, Statutes of 1865,* required the Clerk of the County Court to file with the Secretary of State a certified copy of any name changes. In 1879, the County Courts were replaced by the Superior Courts and the law changed once again with *Chapter 113, Statutes of 1880,* which required the County Clerk, once each year, to forward a list of name decrees to the Secretary of State's Office. *Chapter 1829, Statutes of 1989,* removed the requirement to file with the Secretary of State's Office, making the filing the responsibility of the County Clerk's Office. |
WPA3224, F3672:1-4628

Series 10 **Resignations, Deaths, and Leaves of Absence 1849/1941**

**Physical Description:** 1 volume and 2 cubic feet

**Arrangement**
The documents in the file folders are arranged alphabetically by last name. The bound volume entries are arranged chronologically by date received (1903-1907).

**Scope and Content**
These are resignations, deaths, and leaves of absence for members of the legislature, boards, commissions, notaries public, county supervisors, and other public officials. The office, officeholder’s name, type of action, and date are given. When a resignation, a notation of acceptance of resignation and appointment of successor are often included.

**Related Material at the State Archives**
Within Oath File 1130 (Governor's Oaths), are several documents regarding Governors' absences from the state.

F3585:9; F2511:918-947

Series 11 **Tariffs, Rate Schedules, and Annual Reports of Railroad Companies 1872-1883**

**Scope and Content**
*Chapter 532, Statutes of 1861,* required railroad corporations to make an annual report to the Secretary of State on the operations of the year ending on Dec. 31. In addition, *Chapter 515, Statutes of 1875-76,* created the Board of Transportation Commissioners and required railroad companies to file with the Secretary of State their tariffs and rate schedules. These annual reports, tariffs, and rate schedules have been integrated into the Records of the Railroad Commission (F3585:9) and the Records of the Public Utilities Commission (F2511:918-947), the successor agencies to the Board of Transportation Commissioners.

**Census Records**

See Appendix G for ID numbers

**Series 1 Pre-statehood Census Records 1796-1798**

**Physical Description:** 12 items

**Arrangement**
Arranged chronologically by census year.

**Scope and Content**
These fragmentary manuscript censuses, taken in 1798, at the presidia districts of San Diego, Santa Barbara, Monterey, and San Francisco, list under the headings "Indians" and "Spaniards and other Races," the number of men, women, boys, and girls residing at each presidio and at the pueblos of Los Angeles and San Jose. Also includes a one-page census of the Villa of Branciforte, naming settlers and itemizing livestock owned and the amount of corn, wheat, and beans each produced that year.

In addition to the locations above, fragmentary census manuscripts (1796-1798) exist for the following the missions of San Antonio, San Carlos, San Luis Obispo, and Soledad. These census records include the names and ages of the inhabitants under the headings of Religious, Married Couples, Widows, Widowers, Unmarried Men, Unmarried Women, Boys, Girls, and Infants.
Series 2 Correspondence regarding the Seventh Decennial Federal Census 1851

F3622:1

Physical Description: 1 file folder
Arrangement
Arranged chronologically by correspondence date.
Scope and Content
This file consists of a letter and enclosure from J. Neely Johnson, US Census Agent for California, to California Secretary of State W. Van Voorhies, reporting on the field work of the 1850 census agents. The enclosure sums up the state's population by county (total 117,297 inhabitants).

Series 3 Correspondence regarding the 1852 State Census 1852-1853

F3622:1

Physical Description: 1 file folder
Arrangement
Arranged chronologically by correspondence date.
Scope and Content
Chapter 32, Statutes of 1852, provided that "the enumeration of the inhabitants of this State, shall be taken and returned to the Secretary of State" on or before November 1, 1852. This is the only state census conducted.
This file consists of messages from the Secretary of State to the legislature reporting census statistics.
For the Secretary of State's final report, entitled "Explanatory Report on the Census Returns," see Reports to the Governor's Office, GP1:237. This report describes the problems encountered when taking the census and includes population estimates as being four times the popular vote. The report also contains comments on the increase of California's population, production, and capital.

Series 4 County Agents' Reports, 1852 State Census 1852-1853

F3622:2-4

Physical Description: 3 file folders
Arrangement
Arranged alphabetically by county.
Scope and Content
These documents, submitted to the Secretary of State by individual census agents, consist of reports of census work completed, with cover letters and certifications by the County Board of Supervisors or Court of Sessions. Included for a number of counties are narrative descriptions of natural resources, mining and agricultural developments, towns and mining camps, and topographical features. This information was collected in compliance with instructions from the Secretary of State "to collect whatever of notable objects might come within their observation."
See Appendix G for ID numbers

Series 5 **State Census Enumerations 1852-1853**

Physical Description: 126 volumes
Alternative Form of Materials Available
Microfilm copy available for research use.

Arrangement
Arranged alphabetically by county.

Scope and Content
The Census of 1852 consisted of two schedules: Schedule I, "Inhabitants," and Schedule II, "Productions and Capital." The columns under "Inhabitants" include name, age, sex, color, occupation, place of birth, last residence, number of whites (male and female), citizens over 21, Negroes, Mulattoes, Domesticated Indians, and Foreign Residents. The information found in "Productions and Capital" includes number of horses, mules, cows, beef cattle, work oxen, bushels of barley, corn, wheat, potatoes, quantity of other produce, number of acres of land in cultivation, number of quartz mills, capital employed in quartz mining and in placer mining, and capital employed for other purposes. Each county schedule is followed by a summary of the statistics of each category.

There are no 1852 census enumerations for Colusa, Marin, and Sutter Counties. For information regarding Colusa and Marin Counties, see Series 4: County Agents' Reports.

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See Appendix G for ID numbers

Series 6 **Eighth Decennial Federal Census of California 1860**

Physical Description: 88 volumes
Alternative Form of Materials Available
Microfilm copy available for research use.

Arrangement
Arranged alphabetically by county and by schedule there under.

Scope and Content
These are original manuscript enumerations filed with the Secretary of State by the census marshals. They are clearly written and very legible. Schedule 2, "Slave Inhabitants," was not used in California.

Schedule 1, "Free Inhabitants," includes name, age, sex, color, occupation, value of real estate and personal estate, place of birth, whether married within the year, and whether attended school within the year. There is a published index available in the Research Room.

Schedule 3, "Persons who Died during the Year," known as the Mortality Schedule, includes name, age, sex, and disease or cause of death.

Schedule 4 enumerates "Products of Agriculture," while Schedule 5 contains "Products of Industry."

Schedule 6, "Social Statistics," includes listings of colleges and academies, newspapers, number of criminals convicted within the year, and data on wages.
See Appendix G for ID numbers

Series 7 Tenth Decennial Federal Census of California 1880

Physical Description: 121 volumes
Alternative Form of Materials Available
Microfilm copy available for research use.
Arrangement
Arranged alphabetically by county.
Scope and Content
These are original manuscript enumerations of Schedule 1, "Inhabitants," which the National Archives transferred to the State Archives in 1956. In addition to basic data, the relationship of each person to the head of the family is given, as well as the place of birth of the father and mother of the person enumerated. The 1880 Census is indexed using the Soundex system. See Reference Archivist for assistance.

F3733:19; F3733:42; F3733:54

Series 8 Correspondence and Reports regarding Federal Censuses 1880, 1890-1891, 1940

Physical Description: 3 file folders
Arrangement
Arranged chronologically by census year.
Scope and Content
The 1880 document recaps the white population of San Francisco, by ward (F3733:42). The 1890 documents consist of two letters from the US Census office to the California Secretary of State. The letters certify the population of Fresno County (32,026) and the population of Sacramento County (40,344). The 1891 reports, arranged by the five California supervisory census districts were issued by the US Census office to the California Secretary of State. The reports summarize the number of Whites, Chinese, Indians, Colored, and Japanese in each supervisory district and county (F3733:54). The 1940 document recaps the population of Lassen, Plumas, Shasta, Sierra, Siskiyou, Tehama, Trinity, and Modoc Counties and compares the figures to 1930 census figures (F3733:19).

F3733:1-55

Series 9 Special Censuses of Cities and Towns 1897-1938

Physical Description: 55 file folders
Alternative Form of Materials Available
Microfilm copy available for research use. See Appendix G.
Arrangement
Arranged chronologically by census year and then alphabetically by city.
Scope and Content
Chapter 30, Statutes of 1897, authorized cities to take censuses between decennial federal censuses. Certified copies of such censuses were to be filed with the Secretary of State. These special censuses generally contain only the names and addresses of the persons enumerated, although some give age, sex, color, and occupation.

Records of Constitutional Conventions 1849-1879

Scope and Content Note

Spanish and Mexican Land Grant Records 1849-1939

Inventory of the Office of the Secretary of State Records, Part I

See series descriptions 26
Series 1  Spanish and Mexican Land Grants 1866-1871

Physical Description: 16 volumes (disbound) and 576 items

Alternative Form of Materials Available
Microfilm copy available for research use. See Appendix G.

Arrangement
Arranged first by language ("Original" Spanish; "Translation" English) and then numerically by expediente number, assigned chronologically. Diseños are separated from the expedientes and are arranged numerically by expediente number.

Scope and Content
Chapter 281, Statutes of 1865-1866, required the Secretary of State to engross all original grants and documents relating to the titles of land in the state derived from the Spanish or Mexican governments, with accurate translations thereof. The documents were housed at the US Surveyor General's Office in San Francisco and Rufus C. Hopkins, Keeper of the Archives in that office, executed the work from 1866 to 1871.

California's Evidence Code section 1605, provides that the Spanish-Mexican land grant records in the State Archives are receivable as prima facie evidence with like force and effect as the originals.

The "Spanish Archives" consist of 8 volumes of Spanish-Mexican expedientes in Spanish; 8 volumes in English translation; and 2 volumes of diseños. Expedientes are the files of documents accumulated when the grant was applied for and contain the petitions, the reasons the land was wanted, the locations of the tracts sought, as well as reports of local officials on the status of such land, and, finally, the declarations by the Spanish or Mexican Governor who approved the grant. The diseños are maps of the land requested. Some of these sketch maps are crudely drawn; others reflect a good deal of skill. The diseños show existing travel routes, locations of houses, local place names, and natural features, such as streams, rivers, and mountains. Not all expedientes contain diseños.

Series 2  Index to the Spanish Archives 1939

Physical Description: 1 volume

Alternative Form of Materials Available
Microfilm copy available for research use.

Arrangement
Arranged by Grantee or Grant and then alphabetically by surname or grant name.

Scope and Content
The "Index to the Spanish Archives" in the State Archives contains two alphabetical indexes, one by name of grant and the other by name of grantee. Each index gives the name of grant, name of grantee or petitioner, county in which grant was located, expediente number, and original language (Spanish) volume and page and translation (English) volume and page. The index also indicates if there is a diseño available.

The index was created as part of the Work Projects Administration, during the Great Depression.

Physical Description: 665 items
Arrangement
Arranged numerically by map number. An index is available on the Archives' website.
Scope and Content
Perhaps as early as 1937, the State Archives acquired drafts and copies of 665 maps compiled by the United States Surveyor General between the late 1850s and mid-1880s. These surveys included many of California’s missions, ranchos, and pueblo lands. Also included were a few miscellaneous surveys of Indian reservations and government lands. The United States Surveyor General produced many of these maps for the California State Surveyor General in 1861, likely for use by the State in determining Swamp and Overflow Lands.

The maps show the boundaries on land grants as defined when the surveys were completed in mid-to-late 1861. The researcher should note that for some of these maps, the boundaries were altered during the final survey; therefore, the maps should not be presumed to be the official boundaries.

WPA1883  Series 4  Court Exhibits from the United States vs. José Y. Limantour Case 1858

Physical Description: 1 volume
Scope and Content
This volume consists of reproductions of the documents in the United States District Court for Northern California, relative to the Yerba Buena and Island claims (these case files are now in Bancroft Library at the University of California, Berkeley). The documents include items bearing the Limantour seal, official communications from the Supreme Government of Mexico to the Treasurer of California, correspondence of Governor Michetorena, seals and sealed paper, and other documents with handwritten annotations by E. L. Williams, to whom Edwin M. Stanton, Counsel for the United States, presented this volume, and who in turn presented it to the California Secretary of State.