

TO: MISS ADAMS

May 25, 1955

FROM: M. Burnett

SUBJECT: Visit to library of Guaranty Trust Co., New York, May 24, 1955

The Guaranty Trust Company has the usual bank depository for old records, called the Archives, in a building on Water Street. Apart from this there is no central archives collection for treasures or important historical material.

Publicity Dept.

The Publicity Department keeps a file of clippings on published news items about the Guaranty Trust Company for a period of two years, after which they are discarded. No clippings of this nature are kept in the Library.

In this department there is a history of the Guaranty Trust Co. written in 1939 for the 100th. anniversary of the bank. No duplicate copy of this is in the Library.

Other file material includes annual reports from 1916 to date. Since the contents of these reports are confined to a reprint of the charter and the latest bank statement for the year they have minor reference value.

Private Papers

The librarian was not aware of any provision for preserving the files and private papers of officers who have retired or are about to retire. However, Miss Shehen told me she would make inquiries and give me an authoritative answer later.

Library

Practically no old files of material on the history of the Guaranty Trust Co. exist in the Library, but there are annual reports of the bank and two merged banks, as well as two histories which will be described below.

Library (Cont.)

The Guaranty Trust Co. acquired its present name in 1896, and before that was called the New York Guaranty and Indemnity, dating from 1864. Its history is outlined in a reprint of a series of articles that appeared in the house organ, entitled: "The corporate history of the Guaranty Trust Co. of New York; a reprint of excerpts from a series of articles in 'The Guaranty News' dealing with the corporation history and growth of the company," published in 1930.

For the Western National Bank which was merged in 1903 there is a miscellaneous files of circulars and statements from 1887 to 1903.

For the National Bank of Commerce which was merged in 1930 or 1931 there is a complete file of statements 1839 - 1929, including the period when it was called "Bank of Commerce in New York." For the latter there is a volume called "Articles of association and rules and regulations ... also annual statements ... 1839 - 1848."

These volumes seem quite barren of reference value for us but a typewritten history of the bank, in ring binder, might yield something, although I did not have time to examine it carefully and it had no index. The title reads: "The National Bank of Commerce in New York, 1839 - a retrospect - 1919." It contains 289 pages, with an additional 36 pages of appendices, including a list of the bank's officials 1839 to 1919.

The above is all I was able to uncover in the library of any historical interest.