

## CONTAINER LIST

<u>Folder</u>	<u>Title</u>
1	Administrative Procedures Manual – General Agents – n.d. Admission to Georgia
2	Legal Department File – 1964
3	Florida Example, Legal Department – 1964
4	Advertising – 1941
5	Agency Contracts, General Agents & Agents, Legal Department File – 1964-1965
6	Agent & Employee Bonds – 1924-1935 Agents Study Courses
7	I & II – n.d.
8	III & IV – n.d.
9	V & VI – n.d.
10	Agreement for Purchase & Sale of Capital Stock, Legal Department File – 1964
11	Alabama Insurance Department – 1928-1934
12	American Life Convention – 1938-1942 Annual Statements
13	1923-1929
14	1930-1933
15	1938-1940 Annual Statements to Insurance Department
16	1906, with work papers
17	1907, “ “ “
18	1908, “ “ “
19	1909, “ “ “
20	1910-1912, “ “
21	1915-1917, “ “
22	1919, 1929, 1933
23	Articles of Amendment, Legal Department File – 1960 & 1964-1965
24	Audited Financial Statements, December 31, 1965, June 30 and December 31, 1966, December 31, 1967
25	Blank Insurance Department Forms – circa 1906 Board of Directors
26	1938-1939
27	1940-1941 & 1966 By-Laws
28	1925 & 1930
29	1964 Chamber of Commerce/Liberty Building
30	1924
31	1925-1929
32	Cloth Stationary – 1930

33	Conservation Work Analysis – 1934
	Contracts
34	Going, W.F., General Agent, Going Life Agency – 1932-1934
35	Estes, C.W., General Agent – 1905-1916
36	Hipp, W.F., General Agent – 1915-1917
37	Holbrook, W.E., and C.B. Flesher, General Agents – 1910-1916
38	Long, J.C., General Agent, Long Life Agency – 1925-1934
39	Mullins, M.H., Agent – 1916-1920
40	Rice, L.M., Special Agent – 1912-1915
	Correspondence
41	Hipp, W.F., President – 1934
42	Special Matters – 1931-1933, 1939 & 1941
43	Lincoln National Life, Fort Wayne, IN – 1933-1936
44	Long, J.C. – 1933-1934
45	Southern, W.G., Vice-President – 1930
46	Debit Numbers – Prior to 1941
47	Dissolution of Southeastern Life – 1968-1971
48	First-Year Business – 1906
49	Finance Committee – 1931-1941
	Financial Statements & Reports to the Stockholders
50	1923-1929
51	1930-1936
52	1937-1942
53	1965-1967
54	General Agent's Contract, Legal Department Revisions – 1964-1966
55	General Agent's Manual – c.1929
56	Group Insurance - Alice, Easley, and Franklin Cotton Mills – 1916
57	History to Present Status – December 1, 1940
	Index Department
58	Manual – 1940
59	Memorandums, Liberty Life Letterhead – 1950, 1952, 1957
60	Membership Insurance Bureau (M.I.B.) Filing & Searching Manuals –1941 & 1953
61	Procedure Manuals – 1942 & 1962
62	Insurance Policy, John Adger Law, facsimile – 1905
63	Legal Department – 1942-1968
64	Manual for Home Office Employees – 1926
65	Medical Department, North American Reassurance Company Ratings Manual – 1939
	Memos & Directives
66	1933-1936
67	1937-1939
68	1940-1941
69	Merger with Liberty Life, Southeastern becomes Liberty – 1941
70	Miscellaneous – 1925, 1968

	Mississippi Insurance Department
71	1925-1942
70	Tax Law – 1932
	Officers & Employees
73	1928-1938
74	Scales, Robert R., Jr. – 1944
	Policies, Insurance
75	DuPre, A. Mason – 1915-1949
76	Hunley, T.C. – 1915-1918
77	Policy Forms – 1937-1940
78	Correspondence, Legal Department File – 1964-1965
79	Envelope, Charles Madden Lockwood #14218 – 1919
80	Policy on the Life of the President – 1912 & 1925
	Rate Books
81	1915, 1920, 1924
82	1926, 1926, revised 1927, 1931
83	1927, 1932, 1933-1935, 1935
84	1935-1939, 1936, 1938
85	1940-1941
86	1943
87	1964, July, revised September 1964
88	1967
89	Information – 1923-1924, n.d.
90	Revisions – 1964-1967
91	Real Estate, Old Southeastern Life Building – 1915-1945
92	Reconstruction Finance Corporation – 1932-1933
	Reinsurance Agreements
93	American Central Life – 1920 & 1925
94	American Life – 1923 & 1928
95	Atlantic Life – 1923-1924, 1926, 1928, 1933
96	Carolina Life, Addendum # 1 & #2 – 1927 & 1933
97	Cologne Reinsurance Company – 1913-1916
98	Commercial Life & Casualty Company – 1912
99	Florida Life – 1911-1915
100	Greensboro Life – 1910
101	Home Fund Life – 1912-1915
102	International Life – 1924-1927
103	Inter-Southern Life – 1924 & 1926-1929
	Jefferson Standard Life
104	1912, 1914-1915 & 1923
105	1924-1926 & 1933
106	Kentucky Home Life – 1932-1933
107	Liberty Life – 1923, 1925, 1932
	Lincoln National Life
108	1919 & 1921
109	1924-1927

	Lincoln National Life
110	1928-1929
111	1930-1931
112	1932-1934 & 1936
	Mercury Reinsurance Company
113	1916-1917
114	1918-1919
115	Metropolitan Life – 1910
116	Addendum #1 – 1919-1920
117	Addendum #3 – 1924 & 1927
118	Addendum #5 – 1932-1933 & 1938
119	Missouri State Life – 1932-1933
	North American Reassurance Company
120	1929, 1932, 1934
121	1936
122	Pilot Life – 1926
123	Pittsburgh Life – 1917 & 1927
124	Security Life & Annuity Company – 1911
125	Southern Surety Company – 1922-1923, 1925 & 1927
126	Southeastern Life – 1935
127	Southwestern – 1918 & 1933
128	Volunteer State Life – 1933
129	Washington Life – 1907
	Report on Examination
130	1928-1930
131	1930-1932
132	1933-1936, with related correspondence
133	1936-1939
134	December 31, 1959
135	December 31, 1965
	Repurchase Agreement, Liberty Life
136	Part 1 – 1931-1933
137	Part 2 – 1934-1935
138	Service Agreement, Liberty Life – 1964
139	Southern Life & Trust Company, Greensboro, NC – 1910
	State Tax Returns
140	February, 1927
141	February, 1928
142	January, 1929
143	January, 1930
144	June, 1930
145	February, 1931
146	February, 1932
147	February, 1933
148	February, 1934
149	February, 1936

150	Stockholders & Stock Sales, History & Status – 1939-1940
151	Tennessee Insurance Department – 1929-1933
152	Twentieth Anniversary – 1925
153	West Virginia Insurance Department – 1929-1936

**Volumes** (see also separation list oversize, below)

Box 1

Cash Books

October 1, 1917-January 21, 1921

January 1, 1924-January 1, 1926

January 1, 1926-September 1, 1927

October 1, 1929-January 1, 1931

Journals

#1 October 1, 1917- January 1, 1919

#2 January 1, 1919-March 1, 1920

#3 March 1, 1920-October 1, 1921

#4 October 1, 1921-December 1, 1922

#5 December 1, 1922-January 1, 1924

Box 2

Journals

#6 January 1, 1924-January 1, 1925

#7 January 1, 1925-January 1, 1926

#8 January 1, 1926-December 1, 1926

#9 December 1, 1926-August 30, 1927

#10 August 30, 1927-April 1, 1928

#11 April 1, 1928-December 1, 1928

#12 December 1, 1928-August 1, 1929

#13 August 1, 1929-March 31, 1930

#14 March 31, 1930-November 22, 1930

#15 November 22, 1930-January 1, 1931

Box 3

Journal and Ledger—Industrial Account, 1939-1941

Policy Book, 1931-1935

Policy Book, 1935-1936

Policy Book, 1943-1944

Box 4

Reinsurance Paid, 1925-1950

Rent/Salary Book, 1936-1942

Trial Balance, December 1906-January 1918

## SEPARATION LIST

### 1. **Photographs**

One large photograph of the Southeastern Life Insurance Building, South Main and Broad Streets, Greenville, South Carolina, circa 1915, with negative.

### 2. **Oversize**

10 oversize boxes (88 volumes), 11 oversize volumes and one oversize item, as follows:

#### Oversize Box 1

Agents/Agency Register, 1910-1923

#### Oversize Box 2

Annual Statements, 1905-1914 (17 volumes)

#### Oversize Box 3

Annual Statements, 1915-1922 (17 volumes)

#### Oversize Box 4

Annual Statements, 1923-1932 (15 volumes)

#### Oversize Box 5

Annual Statements, 1933-1939 (16 volumes)

#### Oversize Box 6

Annual Statements, 1956-1968 (13 volumes)

#### Oversize Box 7

Disbursement Ledger, October 25, 1934-January 23, 1936

Disbursement Ledger, April 2, 1937-January 30, 1938

Disbursement Ledger, February 15, 1938-September 30, 1939

### Oversize Box 8

Disbursement Ledger, October 7, 1939-August 30, 1941  
Disbursement Ledger, August 1939-December 1941

### Oversize Box 9

Policy register #49950-74449, c.1930-1939

### Oversize Box 10

Trial Balance, December 1906-December 1940  
Trial Balance, January 1941-December 1954  
Trial Balance, May 1942-March 1956

### Oversize Volumes

Cash Book/Journal, April 1910-July 1914  
Cash Book, August 1914-December 1916 [missing pages 381, 392, 499, 501-506, 639]  
Cash Book/Journal, December 1916-September 1917  
Check Record, Southeastern Life Insurance Company, May 18, 1942-March 29, 1948;  
    Dividend Account, Liberty Life Insurance Company, January 1942-December 1943  
General Journal, January 1931-December 1936  
General Journal, January 1937-December 1941  
General Journal, Liberty Life Insurance Company, January-April 1942; General Journal,  
    Southeastern Life Insurance Company, April 14, 1942-December 1945  
General Journal, Southeastern Life Insurance Company, January 1946-March 14, 1946;  
    General Journal, Liberty Life Insurance Company, March 14, 1946-February 1948;  
    General Journal, The Southeastern Life Insurance Company, June 1942-February 1948  
Stock certificate book 1-500 [498]  
Stock certificate book 499-1000 [1000 void]  
Stock certificate book 1001-1100

### Oversize Liberty Corporation Manuscripts, Box 2

January 26, 1983 photostatic copy of November 3, 1905 Charter of the Southeastern Life Insurance Company held at the South Carolina Department of Archives and History; certified as a true copy by Alexia J. Helsley, Supervisor, Reference and Research