DESCRIPTION OF THE RECORDS

During the 1880s two different stores were apparently operated by the Baillifs: Baillif and Miller, and Baillif Brothers. Some of the volumes bear one name, some the other, and some no identification at all. The two stores evidently merged in the mid-1880s. Alfred E. Baillif and Charles E. Baillif were partners in the enterprise, which was a small retail store dealing in dry goods, groceries, and general merchandise.

The collection consists entirely of bound accounting records: blotters, daybooks, journals, ledgers, cash receipts, and customer credit records. The chronologically-arranged store blotters (1885-1901) are the firm's books of original entry for financial transactions and document (in a crude format) all store transactions in the order in which they occurred. The daybooks (1883-1886) are simply a restatement of the essential blotter data in a more organized and legible fashion. The general journals (1883-1886), also chronologically-arranged, summarize each day's receipts and disbursements and denote the firm's accounts to be credited and debited in keeping with the provisions of double-entry bookkeeping. The cash receipts records (1882-1913) provide a daily record of incoming cash, whether for merchandise or as payment on account.

The ledgers rearrange the undifferentiated journal data by accounts and present them in a summarized form. The accounts are of two types: controlling (those dealing with general functions and processes such as merchandise and cash) and individual (those dealing with individual customers and clients). The customer credit records (1882-1889) are organized into individual customer accounts which detail credit extended to customers and customer repayment (which was often in kind). As the above date spans suggest, this is a rather incomplete set of accounting records, although they do give a fairly good idea of the manner in which the firm operated and the nature and extent of its business.

Rules and regulations, minutes of meetings, and treasurer's accounts of the Unique Club (which may originally have been called the Star Club), a social group formed for dancing, are included in Volume 8.
Two other items received with the collection are filed as independent units: a schedule of the U.S. mail line to Glencoe, Carver, and Minneapolis (August 1, 1857), and Alfred E. Bailiff's commission as postmaster at Bloomington (November 30, 1883).

VOLUME LOCATION LIST

Box 1. Volumes 1-19. 148.D.8.7B
Box 2. Volumes 20-28. 444.H.20.1B 1412.5.9.7B

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Dennis E. Meissner
April, 1979.
VOLUME LIST

Volume 5. Store Blotter, May 18, 1898 - June 11, 1901.
   Rules and regulations of the Unique Club, Bloomington, Nov. 18, 1884.
   Minutes and treasurer's reports of the Unique Club, Nov. 27, 1884 -
   May 1, 1885.
Volume 15. Cash Receipts Record, Jan. 1, 1897 - May 23, 1900.
   (Includes record of interest payments received, Jan. 1897 -
   April 1900, and net worth statements as of June 1, 1896, 1897,
   and 1898.)
Volume 19. Cash Receipts Record, June 1, 1911 - Jan. 24, 1913.
Volume 20. Ledger (individual accounts only), Aug. 1882 - Dec. 1883 (Baillif
   and Miller).
   (Some individual accounts predate this.)
Volume 27. Customer Credit Record, Sept. 1885 - Nov. 1887.