REFERENCE SERVICE SLIP
Archival Research Room Record Request
National Archives at St. Louis

Date: 6/23/2025

REQUESTER INFORMATION

Name (Please Print – Last, First, Middle)	Researcher ID Card Number
Burns, Andrew	
E-Mail Address:	**Phone Number:**
afbfg4@umsl.edu	636-415-7353

INFORMATION NEEDED TO LOCATE RECORDS (Furnish as much as possible)

Name used in Service (Please Print – Last, First, Middle)	Service Number/SSN	Date & Place of Birth
Fine, Charles, F.		1902 FL

MILITARY SERVICE

Branch of Service:
- ☐ Air Force
- ☐ Army Air Corps
- ☐ Army Air Force
- ☐ Army
- ☐ Marine Corps
- ☐ Navy
- ☐ Coast Guard
- ☐ Unknown

Type of Rank:
- ☐ Enlisted
- ☐ Officer
- ☐ Unknown

Service Period (Check all that apply):
- ☐ 1939 & Prior
- ☐ 1940 - 1950
- ☐ 1950 & After

Date & Place of Death: 1931 FL

State of Residence (upon entry into service):

Other Identifying Information (Parent's Names, CSC Number, etc.)

Researcher Signature: Andrew Burns

CIVILIAN SERVICE

(Agency & Location)		
Lighthouse Service (FL)		
From: 1920	To: 1931	
(Agency & Location) Folders		
From:	To:	
(Agency & Location)		
From:	To:	

Other Identifying Information (Maiden Name, Job Title, etc.)

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: ☐ Yes ☐ No

CMRS Service Request Number: C-0005870735

CMRS Search Request Number(s):

Attendant Signature:

Remarks: REQ SENT- RL 6/25/25

'25 JUL 2 AM 10:53:19

SCREENING NOTES

☐ Reviewed and Nothing Removed JMH ☐ Items Removed and User Informed

Hold Requested: ☐ Yes ☐ No

Total Requests:

Screened Items:

☐ Additional charge outs and signatures on reverse side

Time Out:

Final Return:

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
KEY WEST, FLA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES

1922 JAN 26 PM 3 40

OFFICE OF SUPERINTENDENT, 7TH DISTRICT
KEY WEST, FLA.

January 24, 1922.

2 inclosures.
MeI-GLL

Hydrog.
Engr. Comm.
Mar. Engrs.
Personnel
Accounts.
Contracts
Chf. Clk.
Dep. Comm.
Commr.

Assistance rendered.

Commissioner of Lighthouses, Washington, D. C.

1. Herewith is copy of report from the keepers of Carysfort Reef Lightstation, Florida, describing the rescue of the motor boat Napinee of Jacksonville, Florida, on January 4, 1922.

2. In view of the courage and initiative displayed by the Second Assistant Keeper, Mr. E. J. Whidden, in affecting this rescue, exposing himself to hazard above and beyond the call of duty, it is recommended that a letter of commendation be addressed to him by the Department. While Mr. Fine was not directly instrumental in the rescue this office considers that his assistance to the Second Assistant in getting the station boat away, in standing by the station, which prevented him from taking a more active part, and his treatment of the rescued parties are worthy of the highest commendation and it is recommended that a letter of this nature be addressed to him by the Bureau.

3. The records of this office indicate that the Keeper, Mr. T. L. Kelly, was on shore leave on this occasion and, therefore, took no part in this rescue.

W. W. Bennett

Superintendent of Lighthouses.

mcd

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
KEY WEST, FLA.

TIK.

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

SEVENTH DISTRICT

Carysfort Reef, Light.
(Station, Depot, or Vessel)

January 20, 1922., 191

Superintendent of Lighthouses,

Key West, Florida.

Sir:

I herewith tender you full piticulars of assistance rendered motor yacht "Wapinee"of Jacksonville, by this station on January 4th.

The Keepers of this Light sighted the boat in distress about twelve oclock P.M. about three miles from the station, and at that time of the day the weather was very bad, it blowing a strong south east wind,But after watching the boat in distress,Which was drifting in on the reef very rapidly and in grave danger,The keepers desided to run the chance and go to the rescue.

The power boat of this station was lowered after considerable effort,at two oclock p.m.and the second assistant,Eley J.Whidden went to the assistance,barely having time to get a tow line out before the boat went on the rocks.But fortunately was able to pull her off before any damage was done to either boat.

After taking the boat in tow it was impossible to make any speed,It taking wellnigh four hours in towing the boat to safety in the lee of the light.

After being adrift two days and nights owing to engine trouble, the occupants were well nigh exhausted from lack of food and rough weather.

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
KEY WEST, FLA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SEVENTH DISTRICT

(Station, Depot, or Vessel)

, 191

After anchoring the disabled boat and making every thing secure, the occupants were brought to the station and furnished with food, dry clothing, and good quaters to rest and made comfortable to the best of the keepers ability.

Next morning the second assistant keeper, with some tools from the station helped to repair the motor and put it in good condition.

The men on account of one being sick and unable to sail were compelled to remain at the station until next day, that being January 6th. leaving that morning at 9 A.M. for the nearest port, Miami, Florida., after spending two days and nights at the station.

Respectfully,

/s/ Thomas L. Kelly, Keeper.
/s/ Chas. F. Fine, 1st. Asst.
/s/ Eley J. Whidden, 2nd Asst.

P.S.

Find inclosed copy of letter presented to this station for assistance rendered to disabled motor yacht "Napinee".

PHONE 4816 19 Blum Bldg.

OFFICE HELP SPECIALIST
J. E. Roberts

THE HOUSE OF HONESTY AND SERVICE

JACKSONVILLE, FLORIDA

COPY

Carysfort Lighthouse Florida Coast. Jamary 6th 1922.

To Whom It May Concern.

This is to express our appreciation and thanks for the courteous and courgeous manner in which the keeoers of Carysfort Light came to the assistance of the motor yacht"Napinee" of Jacksonville, on the afternoon of January 4th 1922, after she had been adrift two days and nights, owing to engine trouble, and the occupants well nigh exhausted from exposure, rough weather, and lack of food.

The treatment extended to us during our two days stay on the Lighthouse is beyond any expression of praise.

We are convinced that the men in charge of the Light are not only efficient and capable, but that they have their duty right at heart.

Gratefully yours,

Signed, Giles V.Beene,

John E. Roberts,

Js. F.Houton

J.W.Kirk.

Hol[illegible]

LIGHTHOUSES
FEB 3 - 1922

1922 FEB 4 AM 11 40

Sir:

Referring to report of services rendered by you on January 4, 1922, in assisting in the rescue of the occupants of the disabled motor yacht NAPINEE, the Department is pleased to commend you for the assistance rendered which will be noted on the records as part of your official history.

Respectfully,

Secretary of Commerce.

Chas. F. Fine, First Assistant Keeper,
Carysfort Reef Light Station, Fla.
(Through Commissioner of Lighthouses).

COPY to 7th Supt. by indorsement on copy of letter of commendation addressed to Eley J. Whidden, Second Assistant Keeper.

LIGHTHOUSES---Bureau's files

Exact copy as signed by HERBERT HOOVER

Mailed ---2-4-22--- by Bureau

23. TO THE EMPLOYEE: Describe in detail the work you do. Put each distinct duty, task, or process in a separate paragraph. Explain first those that require most of your time. Explain occasional duties last. In the column at the left opposite each paragraph enter the approximate percentage of your time devoted to the work described in that paragraph. DO NOT ATTEMPT TO COMPOSE THIS STATEMENT WITHOUT FOLLOWING THE INSTRUCTIONS OF P. C. B. FORM NO. 15.

Percentage of working time	
35%	(1) Watching light to see that it burns properly and revolves regularly.
35%	(2) Keeping Station grounds properly cleaned and quarters in good condition.
30%	(3) Painting and keeping Lightstation in good condition.

24. I hereby certify that the foregoing was composed by me after reading P. C. B. Form No. 15, and that it is a true statement of my duties.

Charles F. Fine
(Signature of Employee)

25. TO THE PREPARING OFFICER: Write your own description of the employee's work. If in describing the work of the position you would cover the same subject matter and use the same language and expressions, indicate your concurrence in the employee's statement and utilize the rest of the space below by giving further and broader information regarding the position, such as the kind and degree of responsibility involved, the ultimate purpose of the work, its place in your organization, its working conditions, etc. If more space is needed, attach a separate sheet. See instructions in Form No. 16.

I concur in the above. This is an important seacoast light and upon its proper functioning depends the safety of thousands of persons and property valued at thousands of dollars which pass this section every year. This position is therefore of the greatest importance and great responsibility is placed upon the Keepers.

26. How long have the employee's duties been substantially as described above? Four Years Seven Months.

27. I hereby certify that to the best of my knowledge and belief the statements made by me on both sides of this sheet are accurate and complete.

September 16, 1928 (Date) — L B Plummer (Signature of Preparing Officer) — Chief Clerk (Title)

28. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief, the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $1200.00 to $1500.00.

September 16, 1928 (Date) — Wm L Plummer (Signature of head of field office or station) — Superintendent of Lighthouses. (Title)

29. I hereby certify that I have read all of the foregoing and that, to the best of my knowledge and belief the statements made on both sides of this sheet are accurate and complete, except as indicated in attached memorandum, marked ---------- In my judgment the compensation of this position should be in a range from $1200, to $1500

SEP 25 1928, 1928 (Date) — H. B. BOWDOIN (Signature of head of bureau or his representative) — Commissioner of Lighthouses (Title)

U. S. GOVERNMENT PRINTING OFFICE: 1929

PERSONNEL CLASSIFICATION BOARD FORM NO. 14—FIELD QUESTIONNAIRE
(To be filled out in accordance with the instructions given in P. C. B. Forms Nos. 15 and 16)

Bureau No. 16 676 *Sheet No.* 7(b)2

Space reserved for the use of the Board

1. Fine (Surname) Charles (Given name) P. (Initial)

2. Department Commerce
3. Bureau Lighthouses
4. Field service Lighthouse Service
5. (a) Field station Caxambas Inland Light Station
   (b) Subdivision South Dade Grande
   (c) City or town ____ State Florida.

6. Pay roll title Light Keeper
7. Customary office title Assistant Keeper
8. Present administrative allocation (1800-1800) 1500.00
9. Present gross rate of pay $ 240.00
10. Deduction for allowances $ 1260.00
11. Net rate paid in cash $ ____

12. Indicate by an "X" in the proper box or boxes the kind of allowances, if any, received by the employee:
☒ House ☐ Room { ☐ Furnished ☒ Unfurnished } ☒ Heat ☒ Light ☒ Fuel ☐ Laundry ☐ Uniform ☐ Subsistence or rations in kind Meals per day: ☐ 1 ☐ 2 ☐ 3

13. Describe any other allowance, privilege, or perquisite of value ____

14. If any special equipment or a bond is required by law or regulation to be furnished at the employee's expense, state kind and annual cost Uniform, $30.00.

15. (a) Regular hours of work: From 7:00 a. m. to 11:00 a. m. (b) How many hours per week excluding unusual or irregular overtime work? 40 hrs. 40 hrs.
Summer ____ Winter ____ (c) If not a full time and all-the-year-round position, state number of hours per day ____;
number of days per { week / month / year } ____ (d) If certain hours of availability for duty outside of regular working hours, are required, state hours and type of such duty Call on duty is practically at any and all hours day or night. None.

16. (a) Rate of pay for overtime ____ (b) Amount of overtime pay in last 12 months ____

17. (a) Does the employee in any way direct or supervise other employees? ____ (b) If so, in what way? (See Form 16 before answering) ____
(c) How many? ____

18. If the employee supervises other persons through immediate contact, give the name and the sheet numbers of such persons. (For such of these as may not be covered by questionnaires, give number and kinds by occupations.) If the employee exercises supervision through section or division heads, give the title of such sections or divisions and the names and sheet numbers of their heads.

19. (a) Is the employee in any way directed, supervised, or instructed, or his work reviewed? Yes (b) If so, in what way? (See Form 16 before answering) Is directed in detail of work in accordance with plans and rules laid down by superiors, is expected to confer with superior, follows detailed directions as to methods and purposes, and is accountable for results.

20. What is the name, official position, and sheet number of the employee's immediate superior? Mr. W. Demeritt, Superintendent of Lighthouses, 7(b)1

21. Employee's education: Strike an "X" over the number representing the highest grade or year completed in each type of school:

Elementary								High				Normal				College				Postgraduate or professional				
1	2	3	4	X	6	7	8	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	(Kind)

Other education (describe): ____

22. What length and kind of experience or other training did the employee possess upon original entrance into this position which was most qualifying or pertinent? ____

Form 93

NOTICE OF RESIGNATION OR DEATH

5/4/31 Let 7th

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Seventh DISTRICT,

Key West, Florida, April 28, 1931

COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted the report of death of the following-named employee:

Name, Charles F. Fine — Position, Assistant Keeper

Legal residence, Florida — Station, Gasparilla Island Lighthouse

Salary, $1260. per annum

The acceptance of this resignation is recommended effective at the close of - - - -

This employee has not taken leave in excess of the accrued rate.

Remarks: The Keeper reported by telegraph that this employee committed suicide this morning.

Wm W Demeritt

Superintendent of Lighthouses

RG:EMF
Incl.

BUREAU OF LIGHTHOUSES
WASHINGTON

April 30, 1931

Submitted to the Secretary of Commerce, for his information, with a copy of a report from the keeper in this matter. 11—4623

W. P. HARMAN,
Acting Commissioner of Lighthouses

COPY - EP

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
KEY WEST, FLA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHTHOUSES

1931 MAY 9 PM 12 13

SEVENTH DISTRICT
Gasparilla Island L.H., Fla.
(Station, Depot, or Vessel)

April 30, 192 31

Superintendent of Lighthouses,
Key West, Florida.

Dear Sir:

Herewith my report of the suicide of Asst. Keeper Charles F. Fine.

To begin I must say that he had been looking and acting rather queerly for some time, say two or three weeks, however I paid little attention or in other words thought nothing of it and while he and I had always been friendly toward each other I seldom held conversation with him except in matters of business along lines of our work. He did not leave any message or say any word to anyone that would throw any light on the act of taking his own life. The last time that I saw and spoke to him was at midnight Monday April 27th. This night was my first watch. I called him, he came to the door in answer to my knock and being dark I could not see how he looked. But he talked in a low tone and had very few words and appeared to be worried or down hearted. I don't know but very little of his movements or doings. He had been to the movie show that night but was not out very late. If he saw and talked to anyone after my calling him I do not know it. Though at sunrise tuesday morning 28th he put out the light as usual but went back to his house and none of my family or I seen or spoke to him. Now at about 9:00 a.m. I was at the back of my house working on a stove. I could hear his radio playing somewhere about this time. My wife went up on the porch to his kitchen door intending to borrow a book from him which he had told her several days previous that she could get, and just as she knocked at the door she heard the explosion of the gun and heard him stumble and fall. She came back to where I was, told me what she had heard, and said lets get some more people to come to investigate, which we did. Got Mr. George Vanuleet and his wife and Mrs. I. W. Johnson. When they got there we went all around the house and all doors were fastened on inside and all window shades pulled down. Mr. Vanuleet broke the kitchen door open and there lay Fine stretched out on the floor only a few feet from where the gun, a 12 guage single barrel shot gun hung. The gun he had fastened up to the light fixture in the room next the kitchen. He had the gun swung on a ballance on level. And had the butt tied to the back of a chair to hold it steady. It seems that he pushed the trigger with a stick as there was an old mop handle on the floor with blood on it. The undertaker said that a person could be shot through the heart, fall down

and get up and run for some distance. It looked somewhat like he started to run to the bed room but stumbled against the door facing leading to the kitchen and fell there and was completely dead when reached. This is the best and true statement that I am able to give and covers all details within my knowledge.

Very respectfully,

(Signed) C. H. Williams
Keeper Gasparilla Island L.H.

LIGHTHOUSES
1931 MAY 9 PM 12 13

SUPT. OF LT. HOUSES MAY 6 1931 KEY WEST

May 4, 1931.

Superintendent of Lighthouses, Key West, Fla.

1. In reference to your Form 93 reporting the suicide of Assistant Keeper Charles F. Fine on April 28:

2. It is requested that you submit further report giving the details.

W. P. HARMAN,
Acting Commissioner of Lighthouses.

RG:EMF

very unfortunate
Receipt
Dept
APR 5/11

Office of Superintendent of Lighthouses
Key West, Florida May 6, 1931

WWD:EP
1 enclosure

1. Returned to the Commissioner together with detailed report called for. This employee submitted application for leave of absence dated April 15, 1931. On receipt of his request he was promptly advised that no funds were available and leave with pay could not therefore be granted until after July 1, 1931. On receipt of Bureau's Form L.H.145 dated April 18, 1931 re. allotment of additional funds for such purpose, he and one other keeper were immediately advised to resubmit their applications for leave, as there was a possibility of obtaining funds. He did so.

Concur
K

2. It was with regret that this office learned of his death. He was an exceptionally fine young man, the son of a retired keeper, he was born and raised in the Service and has rendered eleven years of faithful and efficient service since his appointment.

W. W. Emerson
Superintendent of Lighthouses

May 4, 1931.

Superintendent of Lighthouses, Key West, Fla.

1. In reference to your Form 93 reporting the suicide of Assistant Keeper Charles F. Fine on April 28:

2. It is requested that you submit further report giving the details.

W. P. HARMAN,
Acting Commissioner of Lighthouses.

RG:EMF

inactive

CROSS REFERENCE

SEE FILE--464/16/D#1

NAME Fine, Chas. F. POSITION Keeper

BUREAU STATION 7th Dist.

CIRCULAR #11----9/15/23

BASE PAY	Bonus	Total	Allowances			As Classified for estimate purposes			Recommendations regarding differential from standard rates		
			Items	Value	Aggregate	Service	Grade	Pay	Is differential recommended	Amt. per annum to be Added	Amt. per annum to be Subtracted
840	240	1080	CR	164.25	1244.25	LHS	3	1260	yes	60	

CIRCULAR #13----11/13/23

approv. 8/320

GRADE RECOMMENDED 6

RANGE OF COMPENSATION RECOMMENDED FROM 8/1320 TO 1560

[illegible] Rations

16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:

Kind of equipment Uniforms; annual cost, $ 30.00

17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)

(a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8

(b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4

(c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3

(d) College: Name ; years ☐ 1 ☐ 2 ☐ 3 ☐ 4

(e) Post graduate work: Kind ; years ☐ 1 ☐ 2 ☐ 3

(f) Correspondence courses: Kind ; number of lessons ; number completed

18. Description of work. (Describe the various tasks performed, making the description of each as detailed as space will permit. Use a paragraph for each task and number the paragraphs. In the column at the right state the estimated percentage of the total time—in the course of a day, month, or year—given to each task.)

	Percentage of total time given to each task
(1). Scaling, cleaning, and painting iron light station	36
(2). Cleaning illuminating apparatus and quarters, preparing meals, and making minor repairs.	20
(3). Night watches	44

...ICATION BOARD FORM NO. 1
...c in accordance with detailed
...tion sheet, Form No. 2)

Sheet No. 5

2—12758

Pine (Surname) Charles (Given name) P. (Initial)

DO NOT WRITE IN THIS SPACE			
	a		
	b		
	c		
	d		

2. Department Commerce
3. Bureau Lighthouse.
4. Field Service Lighthouse.
5. (a) Field Station 7th Lighthouse District.
   (b) Subdivision Garysfort Reef Light Station.
   (c) City or town Key West. State Florida.
6. Pay-roll title Keeper.
7. Customary office title 1st. Asst. Keeper.

8. (a) Number of regular working hours of the position, per day (Nominally on duty 24 hours per day) 24 hours; per week 7 days
   (b) If this is not a full-time position, state percentage of time employed per day ——; or per week ——
   (c) If night work, wholly or in part, state the hours: From 6 p.m. to 12 midnight m. to 12 midnight to 6 a.m. m.
9. If this is not an all-year-round position, state approximate number of days employed each year ——
   During what months ——
10. If the employee receives compensation from any other branch of the Federal Government, or from any city, county, or State government, state the position held and the compensation
11. Present rate of pay, exclusive of bonus $ 840.00 per annum; bonus, $ 240.00 per annum.
12. Rate of pay, exclusive of bonus, on January 1, 1923, $ 840.00 per annum; bonus, $ 240.00 per annum.
13. If the employee receives overtime pay, state the rate ——
14. Title of appropriation or fund from which basic compensation is paid Salaries, Keepers of Lighthouses.
15. Indicate by an "X" in the proper box any of the following allowances received, in addition to salary or wages: ☐ Quarters; ☒ 3 meals per day; ☐ 2 meals per day; ☐ 1 meal per day; ☐ Subsistence or rations in kind; ☐ Uniform; ☐ Laundry; ☐ Fuel; ☐ Light; ☐ Heat. If cash allowances are made for any of these items, state which items and the amounts per annum Forty-five cents per day, 365 days = $164.25 = Rations
16. Indicate what special equipment, if any, the employee is required by law or regulation to furnish at his own expense, and the approximate annual maintenance cost to the employee:
    Kind of equipment Uniform; annual cost, $ 10.00
17. Extent of employee's education. (Place an "X" in the box before the highest grade or year.)
    (a) Elementary school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ 7 ☐ 8
    (b) High school; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (c) Business school; years ☐ ½ ☐ 1 ☐ 1½ ☐ 2 ☐ 2½ ☐ 3
    (d) College: Name ——; years ☐ 1 ☐ 2 ☐ 3 ☐ 4
    (e) Post graduate work: Kind ——; years ☐ 1 ☐ 2 ☐ 3
    (f) Correspondence courses: Kind ——; number of lessons ——; number completed ——

18. Description of work. (Describe the various tasks performed, making the description of each as detailed as space will permit. Use a paragraph for each task and number the paragraphs. In the column at the right state the estimated percentage of the total time—in the course of a day, month, or year—given to each task.)

	Percentage of total time given to each task
(1). Scaling, cleaning, and painting iron light station	36
(2). Cleaning illuminating apparatus and quarters, preparing meals, and making minor repairs.	20
(3). Night watches	44

19. Does employee work under immediate supervision, or to a large extent upon his own responsibility? (Describe fully.)

His work is supervised by the keeper. The station is also inspected periodically by the Superintendent or his representative and at such times the condition of quarters, cleanliness, appearance, fitness, etc., are noted.

20. Do the duties involve direction or supervision of the work of other employees? Yes.
If so, describe the nature of the direction or supervision and give the number and classes of employees directed or supervised.

In the absence of the keeper this employee is charged with the duties performed by the keeper when present. This would include the supervision of the work of the 2d Assistant keeper, preparation of reports, etc.

21. How long have the employee's duties been substantially as described above? 3-1/3 years

22. I hereby certify that to the best of my knowledge and belief the answers to the foregoing questions are correct.

MAY 21, 1923.
(Date)

(Signature of Preparing Officer) (Title) Superintendent of Lighthouses

23. I have read the foregoing and I agree to it except as follows:

(Inaccessible)

(Signature of Employee)

THE FOLLOWING TO BE FILLED OUT BY THE HEAD OF THE FIELD OFFICE OR STATION

24. Indicate by an "X" in the proper spaces below the qualifications and personal traits considered important for the satisfactory performance of the duties of this position:

	High Degree	Average	Not Essential
Judgment		X	
Accuracy	X		
Initiative (originality and resourcefulness)		X	
Trustworthiness (dependability)	X		
Speed (quickness)		X	
Physical Qualities (strength and endurance)		X	

EDUCATIONAL TRAINING		
	Essential	Desirable But Not Essential
College		
High School		
Common School		5th grade essential.

Technical Education: If essential, kind and extent

Experience: If essential, kind and extent Boating at least one year.

25. I hereby certify that I have read the foregoing and that, to the best of my knowledge and belief, the statements made are accurate and complete. In my judgment the compensation of this position should be in a range from $ to $

MAY 21, 1923.
(Date)

(Signature of head of field office or station) (Title) Superintendent of Lighthouses

DEPARTMENT OF COMMERCE
MAY 12 1931
APPOINTMENT DIVISION

CHIEF CLERK

Form 93

NOTICE OF RESIGNATION OR DEATH

1931 MAY 12 PM 3 02

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Seventh DISTRICT,

Key West, Florida, April 28, 1931

COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted the report of death of the following-named employee:

Name, Charles F. Fine — Position, Assistant Keeper

Legal residence, Florida — Station, Gasparilla Island Lighthouse

Salary, $1260. per annum

The acceptance of this resignation is recommended effective at the close of - - - -

This employee has **not** taken leave in excess of the accrued rate.

Remarks: The Keeper reported by telegraph that this employee committed sucide this morning.

CARDED

APPOINTMENT DIVISION
ENTERED CLASSIFIED
MAY 16 1931
SHEET NO. 3040

W. W. Bennett

Superintendent of Lighthouses

5-12-31

BUREAU OF LIGHTHOUSES
WASHINGTON

April 30, 1931

RG:EMF
Incl.

Submitted to the Secretary of Commerce, for his information, with a copy of a report from the keeper in this matter. 11—4623

W. P. Karman

Acting Commissioner of Lighthouses

Copy

Department of Commerce
Lighthouse Service

Seventh District
Gasparilla Island L. H.,Fla.
April 30, 1931.

Superintendent of Lighthouses,
Key West, Florida.

Dear Sir:

Herewith my report of the suicide of Asst. Keeper Charles F. Fine.

To begin I must say that he had been looking and acting rather queerly for some time, say two or three weeks, however I paid little attention or in other words thought nothing of it and while he and I had always been friendly toward each other I seldom held conversation with him except in matters of business along lines of our work. He did not leave any message or say any word to anyone that would throw any light on the act of taking his own life. The last time that I saw and spoke to him was at midnight Monday April 27th. This night was my first watch. I called him, he came to the door in answer to my knock and being dark I could not see how he looked. But he talked in a low tone and had very few words and appeared to be worried or down hearted. I don't know but very little of his movements or doings. He had been to the movie show that night but was not out very late. If he saw and talked to anyone after my calling him I do not know it. Though at sunrise Tuesday morning 28th he put out the light as usual but went back to his house and none of my family or I saw or spoke to him. Now at about 9:00 a. m. Iwas at the back of my house working on a stove. I could hear his radio playing somewhere about this time. My wife went upon the porch to his kitchen door intending to borrow a book from him which he had told her several days previous that she could get, and just as she knocked at the door she heard the explosion of the gun and heard him stumble and fall. She came back to where I was, told me what she had heard, and said lets get some more people to come to investigate, which we did. Got Mr. George Vanuleet and his wife and Mrs. I. W. Johnson. When they got there we went all around the house and all doors were fastened on inside and all window shades pulled down. Mr. Vanuleet broke the kitchen door open and there lay Fine stretched out on the floor only a few feet from where the gun, a 12 guage single barrel shot gun hung. The gun he had fastened up to the light fixture in the room next the kitchen. He had the gun swung on a balance on level. And had the butt tied to the back of a chair to hold it steady. It seems that he pushed the trigger with a stick as there was an old mop handle on the floor with blood on it. The undertaker said that a person could be shot through the heart, fall down and get up and run for some distance. It looked somewhat like he started to run to the bed room but stumbled against the door facing leading to the kitchen and fell there and was completely dead when reached. This is the best and true statement that I am able to give and covers all details within my knowledge.

Very respectfully,

(Sgd.) C. H. Williams,
Keeper,Gasparilla Island,L. H.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 1, 1928.

M r. Charles F. Fine.

Through the Chief, Bureau of Lighthouses

Sir:

You are advised that under the Welch Act your compensation has been changed as indicated below, effective July 1, 1928.

By direction of the Secretary:

Respectfully,

EDW. J. GARDNER,

Chief of Appointment Division.

From: $1140

To: $1260

CANCELED

11—9564

YG

APPOINTMENT DIVISION
JUL 2 - 1928
DEPARTMENT OF COMMERCE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 31, 1925.

Mr. Charles F. Fine,

Through the Commissioner of Lighthouses.

Sir:

In connection with the readjustment of pay of positions in the Lighthouse Service the total compensation of the position occupied by you has been fixed as indicated below, effective February 1, 1925.

By direction of the Secretary:

Respectfully,

Acting Chief of Appointment Division.

Position: Keeper.

Salary: $1140. ✓

Appropriations: Salaries, Keepers of Lighthouses.
General Expenses, Lighthouse Service.

EK

7th

FEB 5 - 1925

CARDED

(CROSS REFERENCE)

Fine, Charles In accordance with authority of the Director of the Budget dated June 27, 1924, the salary is re-adjusted to $ 900, effective July 1, 1924.

For authorization see letter dated JUL 14 1924 File No. 1095/21.

CROSS REFERENCE.

LIGHT-HOUS

Chas. F. Fine Keeper 2/1/24 Trams. Eff. date 2/26/24

See file R.V. Hall.

Form A-21

NOTICE OF CHANGE IN SALARY
KEEPERS—LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

February 1, 1924.

Mr. Charles F. Fine,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $840 per annum to $ 660 per annum, effective February 1, 1924, or as soon thereafter as you enter on duty.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

[redacted]

Acting Chief of Appointment Division.

11—8074

C
C
7th

APPOINTMENT DIVISION
FEB 2 1924
ON JOURNAL
DEPARTMENT OF COMMERCE

REPORT BACK
CANCELED

Form 73
LHF-VAA.

NOMINATION

CHIEF CLERK

5

LIGHTHOUSES

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1924 JAN 31 PM 2 42

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, Seventh DISTRICT.

1924 JAN 31 AM 8 35

Key West, Florida, January 28, 1924.
(City.) (Date.)

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Transfer.

Name, Charles F. Fine

Legal residence, Florida.

Position, Keeper.

Salary, $660.A.

Location, Gasparilla Island L.S. Fla.

Appropriation, Salaries of Keepers of Lighthouses.

Effective February 1, 1924 {~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper

Former salary, $840.

Location, Carysfort Reef L.S., Fla.

Rank on eligible list, – Rating, – Percentage, – , Other eligibles considered:

Previous incumbent, Morris Maine

Services terminated, January 31, 1924

Reason, Resigned.

Members of family in Government Service, Father.
Date of Birth: February 3, 1902.
Remarks: This nominee stated to this office over telephone from his station that transfer at the reduced rate of pay is agreeable to him. Request for transfer attached.

Selection regular, subject to the action of the
U. S. Civil Service Commission, , 19

2/1/24

Secretary, Civil Service District.

Wm. W. Winearls
Superintendent of Lighthouses.

Inclosure

BUREAU OF LIGHTHOUSES
WASHINGTON

JAN 31 1924

Submitted to the Secretary of Commerce, approved.

J. S. CONWAY
Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.

11—2314

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
KEY WEST, FLA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPT. OF LT. HS.
OCT 14 1924
KEY WEST, FLA.

SEVENTH DISTRICT

Garysport-Reef Lt Station
(Station, Depot, or Vessel)

Jany 4th, 1924

To the Supt of Light-Houses
Key West. Fla

Sir

I herewith forward this as a renewal of my application for a transfer to any one of the Light-Stations on the West-Coast- my reason for asking for this transfer is to get a place where I can make a home and settle down and take a trip at some future day. Hoping that you will give me your favorable consideration whenever a vacancy might &c take place in one of them

I am yours very Respectfully

Respectfully Submitted
C. G. Johnson
Keeper

Chas. F. Fine.
1st Asst Keeper.

1814 D

ADDRESS ALL COMMUNICATIONS TO
SUPERINTENDENT OF LIGHTHOUSES
KEY WEST, FLA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SEVENTH DISTRICT

Carysfort Reef L. Station
(Station, Depot, or Vessel)

Fla. Sept 11, 1923

To the Supt of Light-Houses
Key West- Fla

Sir

I herewith make my application for a Transfer from this station to any (Land) Station on the West Coast- my preferance being Gasparilla Island Station but will except- any one of the Lights at anytime that- where there is a vancy. my reason for asking for this transfer is that Sometime in the near future I will take a Wife and should like very much to make my home at one of these Stations

Hoping that you will give this your favorable Consideration

I am very Respectfuley Yours

C. F. Fine
1st. asst. Keeper.
Carysfort Reef. Light Station

Respectfully Submitted
C. G. Johnson
Keeper

Ok
D

Hol-EK

LIGHTHOUSES

FEB 3 - 1922

1922 FEB 4 AM 11 41

Sir:

Referring to report of services rendered by you on January 4, 1922, in assisting in the rescue of the occupants of the disabled motor yacht KAPINEE, the Department is pleased to commend you for the assistance rendered which will be noted on the records as part of your official history.

DEPARTMENT OF COMMERCE
4
ENT

Respectfully,

HERBERT HOOVER.

Secretary of Commerce.

Chas. F. Fine, First Assistant Keeper,
Garysfort Reef Light Station, Fla.
(Through Commissioner of Lighthouses).

LIGHTHOUSES---Appointment Division's files

Exact copy as signed by HERBERT HOOVER

Mailed FEB 4 1922 by

APPOINTMENTS
MAR 11 1921

PERSONAL QUESTION SHEET
(When forwarding this form no letter of transmittal is required)

1921 MAR 11 AM 8 37

DEPARTMENT OF COMMERCE
OFFICE OF THE SECRETARY
WASHINGTON

March 5, 1913.

1921 MAR 11 AM 11 12

To the Chiefs of Bureaus of the Department of Commerce:

For the purpose of enabling the Department to maintain a complete record of its officers and employees, you are requested to have every person hereafter appointed or employed in your Bureau, immediately upon his entrance on duty, answer each of the questions in Part I of this form and sign the same. The information given in Part I should be reviewed and approved in accordance with instructions. The information in Part II should be supplied as indicated and the form forwarded to the Department.

William C. Redfield
Secretary.

PART I.

(Part I should be filled out by the appointee or employee; but, if he is unable to write legibly, another person may write the answers at his dictation. In either case the statement should be signed by the appointee or employee. If he is unable to write, he may sign by mark in the presence of one witness. If he is unable to answer any question, he should indicate that fact.)

1. What is your full name? (Include middle name or names. Do not use initials, but spell out each name and state whether Mr., Miss, or Mrs. Example: Mr. John Richard Doe. If name itself is merely a letter, it should be so stated.)
Chas Fredric Fine

2. How do you intend to write your name on the pay roll? (***This should agree with signature to your oath of office.***) Chas. F Fine

3. What is your present legal (voting) residence? (Give city or town, State or Territory, county, and Congressional district. See question 13, Part II.)
Key West (City or town.) Fla (State or Territory.) Monroe (County.) 4th (Congressional district.)

CARDED

4. What is your race? (Answer "white," "colored," or "Mongolian.") White

5. Where were you born? (See question 14, Part II.) Charlotte Harbor L & S Fla

6. When were you born? February (Month.) Third (Day.) 1902 (Year.)

11—1434

U. S. REPORT DATA ENTERED

7. Give name and address of person whom you would like to have notified in case of accident.

R J Fine (Name.) 513 Grinnell (Number and street.)

Key West (City or town.) Florida (State or Territory.)

8. Are there any members of your family, besides yourself, in the civil service of the United States? (If so, give below their names, relationships, the Departments and Bureaus or Services in which they are employed, and the positions they occupy.)

Name.	Relationship.	Department.	Bureau or Service.	Position.
R J Fine	Father	Commerce	Light House	Keeper

9. If you were appointed through a civil service examination, state, as near as you recollect, the name and date of the examination. If not so appointed, state how you entered the service. (Examples: "By reinstatement," or "by transfer from ——," stating Department, Bureau or Service, position, and salary, if known.)

Keeper March 10 1920

10. Have you any physical disabilities? (If so, describe briefly. If you have defective eyesight, state whether corrected by glasses.)

No

11. Have you ever held any other position in the civil service of the United States? (If so, give below the Department and Bureau or Service in which you served, the position held, the salary you received, and the dates of your appointment and separation from the service.)

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.
No					

12. Do you hold any State or municipal office? (If so, state name of such office and compensation attached.)

No

13. Were you in the military or naval service of the United States during the Civil or Spanish-American War? (If so, give the information called for by the blanks below.)

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
No			

14. If you served in the military or naval service of the United States at any time other than during the Civil or Spanish-American Wars, indicate such service in the spaces below.

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.
No			

15. Are you the widow or orphan of an honorably discharged soldier or sailor? (If so, give the information called for by the blanks below.)

Relationship (widow or orphan) No

Name under which soldier or sailor rendered service

Company and regiment, or vessel.	Date enlisted.	Date discharged.	Cause of discharge.





16. What was your occupation prior to entering the United States civil service? (It is intended that the answer to this question shall state briefly the lines of work followed by you before receiving your present appointment, with the exception of your service indicated in answer to questions 11, 12, 13, and 14.)

Three years Experiance in fish Business

17. What education have you received? (Indicate the grades of schools you have attended, and, in case you have attended schools of higher grade than high schools, give the institution, degrees received, and date in each case. Example: Public school; high school; business college; Cornell University, A. B., 1900; Columbia University, LL. B., 1903.)

Fifth grade at public school.

18. What special qualifications have you—educational, professional, technical, mechanical, etc.? (Examples: Qualified as "Lawyer," or "Civil Engineer," or "Translator," or "Interpreter," or "Draftsman," or "Carpenter.")

None

19. What, if any, civil service examinations have you passed? (Give names and dates as near as you recollect.)

Keeper March 20 1920

20. Were the answers to the foregoing questions written by you? (If not, state the name and address of the person who wrote them for you.)

Yes

21. State the date upon which the above blanks were filled. February 11th, 1921

Witness:

(Signature) Chas R Pine

P. O. Address: Key West
City or town.
573 Grinnell
Number and street.
Florida
State or Territory.

In case signature is by mark.

(Where the appointee is to be employed outside of the District of Columbia the information given in Part I should be reviewed and approved by the officer in immediate charge before forwarding to the Bureau. Where he is to be employed in the District of Columbia, Part I should be reviewed and approved by the officer who executes Part II.)

Reviewed, approved, and forwarded February 18, 1921.

For and in the absence of the Superintendent.

(Signature) H. J. Haskins

(Official title) Asst. Superintendent.

11—1434

PART II.

(Part II should be executed by the executive officer of the Bureau of the Department to which the employee is assigned, or by some authorized official who can give the information desired. If unable to answer any question, indicate that fact.)

1. State the Bureau or Service, place, and district in which the person who answered the foregoing questions is employed:

Lighthouse Service. (Bureau or Service.) Alligator Reef Lightstation (Place (city, town, station, or vessel.)) Seventh (District.)

2. To what position has he been appointed? Keeper.

3. State the date of appointment. July 23, 1920.

4. State the date the appointment was effective. (If appointment was made to take effect on date of oath, so state.)

August 1, 1920.

5. State the date of the oath. August 22, 1920.

6. State the date the employee entered on duty. August 1, 1920.

7. What is his salary? $780. A.

8. From what appropriation is he paid? Salaries, Keepers of Lighthouses.

9. Is the position excepted, competitive, or unclassified under the civil service rules? Competitive.

10. If classified, state the date of classification. No.

11. In what manner did the employee enter the service? (Examples: "From stenography and typewriting examination;" or "without examination;" or "by reinstatement;" or "by transfer from ——," stating Department, Bureau or Service, position, and salary, if known.)

Keeper's Examination.

12. Is the employee required to give bond? No.

13. When the legal residence given in answer to question 3, Part I, differs from that given in the certificate of appointment, the discrepancy should be explained.

14. If foreign born, state when and where naturalization papers were taken out.

For and in the absence of the Superintendent.

Reviewed, approved, and forwarded to the Department.

(Signature) H B Haskins

(Official title) Assistant Superintendent.

Date: February 18, 1921.

11-1454

Form 111
GLL

OATH OF OFFICE
(Prescribed by Section 1757, Revised Statutes)

LIGHTHOUSES

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

APPOINTMENTS
MAR 3 1921

1921 MAR 1 AM 8 45

CHIEF CLERK

I, Charles F. Fine

do solemnly [1] swear (See below) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter: So HELP ME GOD.

1921 MAR 1 PM 3 29

Chas F. Fine
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] 18th day of February, A. D. 1921.

(Affix official seal here)

[4] (Name) L. A. Plummer

(Official title) Notary Public

My commission expires Nov 22, 1924

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Keeper	$840. A.	Carysfort Reef Lightstation, Florida.
Former [5] do	$780. A.	Alligator Reef Lightstation, Florida.

(The above should be filled in by the district officer before sending to appointee)

Oath.

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 7th DISTRICT

Key West, Florida. (Address), February 26, 1921. (Date)

The above-named appointee entered upon duty on February 7, 1921. (Date)

CARDED

Wm W. Emerick

Superintendent of Lighthouses.

[1] Insert here "swear" or "affirm," as the case may be.
[2] Insert here "sworn to" or "affirmed," as the case may be.
[3] The oath may be taken any time on or after the effective date of appointment and prior to the payment of compensation, but no compensation shall be paid until the oath is executed in proper form.
[4] This oath should be taken before a justice of the peace, notary public, judge, clerk of a court, a chief clerk in the office of a superintendent of lighthouses or other employee in the Lighthouse Service designated by a chief clerk, or any other officer having authority to administer oaths, but never before a collector of customs or postmaster, as neither officer has power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk, except in the case of chief clerks in the offices of superintendent of lighthouses and other employees in the Lighthouse Service designated by them, who are not required to have a seal.
[5] Give this information in all cases where new oath is required.
Failure to fill out this oath properly will result in its return for correction.

11—944

U. S. REPORT DATA ENTERED

NOTICE OF CHANGE IN SALARY
KEEPERS--LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 28, 1921.

Mr. Charles F. Fine,

Through the Commissioner of Lighthouses.

Sir:

You are advised that your salary as keeper in the Lighthouse Service has been changed from $ 780 per annum to $ 840 per annum, effective February 1, 1921 or as soon thereafter as you enter on duty.

No new appointment will be issued to you as a result of this change, and an oath of office is not required.

By direction of the Secretary:

Respectfully,

CARDED

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

JAN 31 1921

S
C
7th district

U. S. REPORT DATA ENTERED

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LHP.

1921 JAN 27 PM 2 38

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 7th DISTRICT,

1921 JAN 27 AM 8 52

Key West, Florida, (City.) January 22 (Date.), 1921.

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Promotion.

Name, Charles F. Fine. Legal residence, Florida.

Position, Keeper. Salary, $840. A.

Location, Carysfort Reef Lightstation, Florida. Appropriation, Salaries of Keepers of Lighthouses.

Effective February 1, 1921. {~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, Keeper. Former salary, $780. A.

Location, Alligator Reef Lightstation, Florida.

Rank on eligible list, Rating, Percentage, Other eligibles considered:

APPOINTMENT DIVISION
NECESSARY ACTION TAKEN
JAN 29 1921
DEPARTMENT OF COMMERCE

Previous incumbent, Eley J. Whidden. Services terminated, January 25, 1921.

Reason, Resigned.

Members of family in Government Service, Father, Robert J. Fine, Keeper, Dry Tortugas Lightstation, Fla.

Remarks: No quarters for family are furnished. Age of Nominee 19 years. This employee has served five months under probationary appointment. He is the only person available who will accept the position.

P Selection regular, subject to the action of the U. S. Civil Service Commission, Jan. 25, 1921

1/28/21

Secretary, 5th Civil Service District.

Wm. W. Brereton
Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON JAN 27 1921

Submitted to the Secretary of Commerce, approved.

1921 JAN 28 PM 1 34

Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.

11—2314

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSES
AUG 27 1920
1920 AUG 27 AM 8 57
HEMPA CO CF D C

I, Charles F. Fine

do solemnly [1] swear (See below) that I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion; and that I will well and faithfully discharge the duties of the office on which I am about to enter: So HELP ME GOD.

1920 AUG 27 PM 2 22

Charles F. Fine

(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] 22 day of August, A. D. 1920

(Affix official seal here)

[4] (Name) C. F. Cosgrove. Jr.

(Official title) Master U. S. M. S.

My commission expires

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Keeper	$780. A.	Alligator Reef Lightstation
Former [5]		

(The above should be filled in by the district officer before sending to appointee)

CARDED

Office of Superintendent of Lighthouses, 7th District

Key West, Florida (Address), August 24, 1920. (Date)

The above-named appointee entered upon duty on August 1, 1920. (Date)

Wm W. Emerson

(Signature, followed by title)

Superintendent of Lighthouses.

[1] Insert here "swear" or "affirm," as the case may be.

[2] Insert here "sworn to" or "affirmed," as the case may be.

[3] The oath may be taken any time on or after the effective date of appointment and prior to the payment of compensation, but no compensation shall be paid until the oath is executed in proper form.

[4] This oath should be taken before a justice of the peace, notary public, judge, clerk of a court, a chief clerk in the office of a superintendent of lighthouses or other employee in the Lighthouse Service designated by a chief clerk, or any other officer having authority to administer oaths, but never before a collector of customs or postmaster, as neither officer has power to administer oaths in such cases. In case the officer administering the oath has no seal, his official character should be duly certified to by the clerk of the proper court or the proper county clerk, except in the case of chief clerks in the offices of superintendent of lighthouses and other employees in the Lighthouse Service designated by them, who are not required to have a seal.

[5] Give this information in all cases where new oath is required.

Failure to fill out this oath properly will result in its return for correction.

11—944

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

July 23, 1920.

Mr. Charles F. Fine,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office and to a probationary period of not to exceed six months as provided by paragraph (c) of section 1 of civil-service rule VII, Keeper in the Lighthouse Service at a salary of Seven Hundred and Eighty dollars per annum, effective on the date on which you enter upon duty in the above-mentioned position.

By selection from certificate of eligibles (No.) issued by the Acting Secretary of the Fifth Civil Service District.

CARDED

C. S. REPORT DATE

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: William S. Brady.

Legal Residence: Florida.
7th district

(See reverse side.)

11—5080

Form 73

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 7th DISTRICT,

Key West, Fla., (City.) July 16, (Date.) 1920.

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Probationary appointment.

APPOINTMENTS 1920 JUL 23 PM 4 02

Name, Charles F. Fine

Legal residence, Florida.

1920 JUL 23 PM 4 03

Position, Keeper.

Salary, $780. A.

Location, Alligator Reef Lightstation. Fla

Appropriation, Salaries, Keepers of Lighthouses.

Effective July #23 ~~21~~, 1920.

{ ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position,

Former salary,

Location,

Rank on eligible list, 2. Rating, **Keeper.** Percentage, 80 , Other eligibles considered: None on list to consider.

Previous incumbent, William S. Brady Services terminated, July 3, 1920.

Reason, Left the Service. TEMPORARY

Members of family in Government Service, Robert J. Fine, Keeper Dry Tortugas L.S.

Remarks:

APPOINTMENT DIV. SECRETARY'S ACTION TAKEN JUL 22 1920 DEPARTMENT OF COMMERCE

APPOINTMENT DIV. SECRETARY'S ACTION TAKEN JUL 22 1920 DEPARTMENT OF COMMERCE

a Selection regular, subject to the action of the U. S. Civil Service Commission, 7-22-, 1920

E. M. Moyer
acty Secretary, 5 Civil Service District.

W. W. Rumsey
Superintendent of Lighthouses.

changed in Bureau.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

JUL 23 1920

1920 JUL 23 PM 4 04

Acting Commissioner of Lighthouses.

[1] Strike out the clause which does not apply.

11—2314