NOV 25 2025 AM09:45

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

Date: 10/20/2025

REQUESTER INFORMATION

Name (Please Print – Last, First, Middle)	Researcher ID Card Number
Burns, Andrew	4563213
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
Laird, R. H.		

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:

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 (TX)		
From: 1920	To: 1921	
(Agency & Location)		
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-00665 7364

CMRS Search Request Number(s):

Attendant Signature:

Remarks: Archival search 12/5

DEC 12 AM 9:35:37

SCREENING NOTES

☒ Reviewed and Nothing Removed

☐ 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:

R. H. Laird

LEGAL RESIDENCE
Texas.

STATUS

DESIGNATION	SALARY	BUREAU OR OFFICE	DATE OF EFFECT OF ACTION AUTHORIZED
Keeper ~~TEMPORARY~~ (Pro Tem) Galveston Jetty S. S. Vey	720.	L. H.	Jan 7, 1921.
LAST DAY OF SERVICE		March 31, 1921	

11—1248

Form 73

WJB.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT JAN 15 1921 HOUSES

1921 JAN 17 AM 9 03

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 8th DISTRICT,

New Orleans, La., (City.) January 11th (Date.) 1921.

COMMISSIONER OF LIGHTHOUSES:

Action recommended, ~~Temporary appointment for a period not to exceed 30 days from date of establishment of a register of eligibles for probational appt.~~

Name, R. H. Laird   Legal residence, Texas.

Position, Keeper in the Lighthouse Service.   Salary, $720 per annum.

Location, Galveston Jetty Light Station, Texas.   Appropriation, Salaries of Keepers of Lighthouses.

Effective January 7th, 1921. { [1] the actual date of entrance on duty, ~~or as soon thereafter as he enters on duty.~~

Former position, - - - - - - - - - -   Former salary, - - - - - - - -

Location, -

APPOINTMENT DIVISION NECESSARY ACTION TAKEN JAN 18 1921 DEPARTMENT OF COMMERCE

APPOINTMENTS 1921 JAN 17 AM 10 58

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

- - - - - - - - - - - - - - - - - - - -

Previous incumbent, R. L. Anderson   Services terminated, November 30, 1920.

Reason, Resigned.

Members of family in Government Service, None.

Remarks: Due to the necessity of maintaining the full authorized complement of keepers at the above station, R. H. Liard was assigned to duty in above position on Jan. 7, 1921. Mr. Laird has never served under any branch of the Department of Commerce. This nomination is made to fill the lowest-rated position at above station in accordance with Dept. authority of June 5, 1918. Mr. Laird was born March 8, 1902.

Selection regular, subject to the action of the U. S. Civil Service Commission, Jan. 11, , 1921.

JCS 1/18/21

TEMPORARY PENDING THE ESTABLISHMENT OF A REGISTER OF ELIGIBLES

E. H. Jimmy
Secretary, 10th *Civil Service District.*

E. S. Lanphier
Superintendent of Lighthouses.

no papers

BUREAU OF LIGHTHOUSES
WASHINGTON JAN 15 1921

Submitted to the Secretary of Commerce, approved.

1921 JAN 15 PM 4 09

Conway
Acting Commissioner of Lighthouses.

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

11—2314

GENERAL APPOINTMENT—FIXED DATE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

January 18, 1921.

Mr. R. H. Laird,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Keeper

in the Lighthouse Service

at a salary of Seven Hundred and Twenty dollars per annum,

effective January 7, 1921.

Your appointment will continue for a period not to exceed thirty days from the date of establishment of a register of eligibles for probational appointment in the above-mentioned position.

CANCELED

JAN 18 1921

By direction of the Secretary:

Respectfully,

S
O

(SIGNED) CLIFFORD HARVISON
Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: R. L. Anderson

Legal Residence: Texas.

U. S. REPORT DATA ENTERED

8th district

11—1305

1921 FEB 3 AM 9 08

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

~~CHIEF CLERK~~

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

1921 FEB 3 AM 9 26

APPOINTMENTS FEB 8 1921

Superintendent of Lighthouses JAN 31 1921 New Orleans

LIGHTHOUSES

1921 FEB 2 PM 3 41

I, R. H. Laird,

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.

R H Laird
(Appointee signs here)

[2] Sworn to (See below) and subscribed before me, this [3] 29th day of January, A. D. 1921.

(Affix official seal here)

[4](Name) Lloyd T. Whitney

(Official title) Notary Public in and for Galveston County, Texas.

My commission expires June 1 1921.

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Keeper in the Light-house Service.	$720 p.a.	Galveston Jetty Light Station, Texas.
Temporary appointment for a period not to exceed 30 days from date of establishment of a register of eligibles for probational appointment in above position.		
Former[5]		

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

CARDED

Office of Superintendent of Lighthouses, 8th District

New Orleans, La., (Address) January 31st, (Date) 1921.

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

E. S. Lanphier.
(Signature, followed by title)
Superintendent of Light houses.

[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.

REPORT DATA ENTERED

11—944

per

APPOINTMENTS JAN 24 1921

DEPARTMENT OF COMMERCE

LIGHTHOUSES

1921 JAN 22 PM 2 35

PERSONAL QUESTION SHEET

This form shall be furnished for each person appointed in the service of the Department immediately upon entrance on duty.

The information called for in Part I shall be filled in by the Bureau or Office to which the employee is assigned, after which the form shall be transmitted to the employee for answers to the questions in Part II. The completed form shall be indorsed by the proper Bureau officer and forwarded to the Department for file.

5

1921 JAN 24 PM 2 49

PART I.

1. Name of employee Russell H. Laird

2. Position to which appointed Keeper in the Lighthouse Service

3. Bureau or Service Lighthouse, District 8th

4. Place of duty Galveston Jetty Light Station, Texas.
(City, town, station, or vessel.)

5. Salary $720 per annum.

6. Appropriation from which paid Salaries of Keepers of Lighthouses.

7. Manner of appointment. (Examples: "From stenographer and typewriter examination, ———, 19—;" "Without examination;" or "By reinstatement;" or "By transfer from ———," stating Department, Bureau or Service, position, and salary, if known).

Temporary appointment - without examination.

PART II.

THE FOLLOWING QUESTIONS ARE TO BE ANSWERED BY THE EMPLOYEE:

The statement should be signed by the employee, or, if unable to write, he may sign by mark in the presence of one witness.

1. What is your full name? (State whether Mr., Miss, or Mrs., and spell out names in full, including middle name or names. Example: "Mr. John Richard Roe." If name itself is merely a letter, so state.)

Mr. Russell Blakeyard Laird

CHARGED

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

Mr. R. H. Laird.

3. What is your present legal residence? (Give State or Territory, county, city or town, and Congressional district.)

Texas (State or Territory.) Harris (County.) Jom Bell (City or town.) 8th (Congressional district.)

4. If the legal residence given in answer to question 3 is not the same as that stated in the certificate of appointment, the difference should be explained.

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

11—6024

U. S. REPORT DATA ENTERED

6. Where were you born? Tom Ball

7. When were you born? March (Month.) 6 (Day.) 1902 (Year.)

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

9. What is your marital condition? (Answer "single," "married," "widowed," or "divorced.") Single

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

Mrs. H D Baird (Name.) ~~Texas~~ (Number and street.)

Hufsmith (City or town.) Texas (State or Territory.)

11. Are there any members of your family, besides yourself, in the civil service of the United States? (Answer "yes" or "no.") no If so, state in blank spaces below the information called for by the headings.

Name.	Post-office address.	Position and department or office in which employed.	Relationship.	Married or single.
		Position		
		Department or office		
		Position		
		Department or office		
		Position		
		Department or office		

12. Have you any physical disabilities? (Answer "yes" or "no.") no If so, describe fully. (If you have defective eyesight, state whether corrected by glasses.) No

13. Do you hold any State or municipal office? (Answer "yes" or "no.") no If so, state name of such office and compensation attached.

14. Were you in the military or naval service of the United States during any war? (Answer "yes" or "no.") no If so, state in blank spaces below the information called for by the headings.

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

15. If you served in the military or naval service of the United States other than during war time, indicate such service in the spaces below.

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

16. Have you ever held any other position in the civil service of the United States? (Answer "yes" or "no.") no If so, state in blank spaces below the information called for by the headings.

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.

11—6922

17. Are you the widow or orphan of an honorably discharged soldier or sailor? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

Name under which soldier or sailor rendered service.	Relationship to you.

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

18. What was your occupation prior to entering the United States 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 13, 14, 15, and 16.)

Machinist Apprentice

19. What education have you received? (State the grades of schools you have attended, and, if 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., 1910; Columbia University, LL. B., 1913.)

7 Grad rural School.

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

Machinist.

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

None.

22. Were the answers to the foregoing questions written by you? (Answer "yes" or "no.") yes If not, state the name and address of the person who wrote them for you.

Date, Jan 17, 1921

Witness (in case signature is by mark):

(Signature) W H Laird

(Present address) Galveston Tex Box 327
(Number and street.)

Galveston Tex.
(City or town.) (State or Territory.)

INDORSEMENT.

(If appointee is to be employed in the field, this form should be reviewed and approved by the proper field officer and need not be signed by an official of the Bureau. If appointee is to serve in the District of Columbia, the form should be reviewed and approved by the proper Bureau officer. When forwarding this form, no letter of transmittal is required.)

Reviewed, approved, and forwarded January 20th, 1921.

(Signature) E. S. Lanphier.

(Official title) Superintendent of Lighthouses.

11—6006

WJB.

MEMORANDUM SHOWING LAST DAY SERVED BY TEMPORARY EMPLOYEE

(To be filled in immediately after the last day temporary employee serves, signed by the proper official and forwarded to the Secretary of Commerce.)

1921 APR 7 AM

LIGHTHOUSES

CHIEF CLERK

Name of employee R. H. Laird,

Designation Keeper in the Lighthouse Service *Compensation* $720 p.a.

1921 APR 7 PM 3

Place of employment Galveston Jetty Light Station, Texas.

Date of appointment Jan.18,1921, eff.Jan.7,1921, for a period not to exceed 30 days from date of establishment of a register of eligibles for probational appointment.

Last day served March 31st, 1921.

E. D. Langhier

Superintendent of Lighthouses.

(*Official title.*)

Lighthouse Service.

(*Bureau or service.*)

Date April 4, 1921.

11—2873

APR 8 1921

GARDED

DEPARTMENT OF COMMERCE

C. S. REPORT DATA ENTERED

WJB.

MEMORANDUM SHOWING LAST DAY SERVED BY TEMPORARY EMPLOYEE

(To be filled in immediately after the last day temporary employee serves, signed by the proper official and forwarded to the Secretary of Commerce.)

Name of employee R. H. Laird.

Designation Keeper in the Lighthouse Service *Compensation* $720 p.a.

Place of employment Galveston Jetty Light Station, Texas.

Date of appointment Jan.18,1921. eff.Jan.7,1921. for a period not to exceed 30 days from date of establishment of a register of eligibles for probational appointment.

Last day served March 31st, 1921.

Copy furnished Sect. 10th Civil Service Dist., New Orleans,La., for his information.

Superintendent of Lighthouses.

(Signed) E. S. Lanphier

Superintendent of Lighthouses.

(Official title.)

Lighthouse Service.

(Bureau or service.)

Date April 4, 1921.

11—2876

at a salary of Seven Hundred and Twenty dollars per annum,

effective January 7, 1921.

Mail for him should be addressed to General Delivery, Texas City, Tex.

Your appointment will continue for a period not to exceed thirty days from the date of establishment of a register of eligibles for probational appointment in the above-mentioned position.

Respectfully

G W Bardwell Keeper

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

S
C

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: R. L. Anderson

Legal Residence: Texas.

8th district

11—1393

Galveston Jetty, Tex.

ALL COMMUNICATIONS TO SUPERINTENDENT OF LIGHTHOUSES NEW ORLEANS, LA.

LIGHTHOUSES
1921 JAN 20 AM 9 27

GENERAL APPOINTMENT—FIXED DATE

LIGHTHOUSE SERVICE

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

EIGHTH DISTRICT

Galveston Depot Lt Sta
(Station, Depot, or Vessel)

January 18, 1921.

April 1st 1921

M r. R. H. Laird,

Through the Commissioner of Lighthouses.

Superintendent of Lighthouses
JAN 24 1921
New Orleans

Sir:

You have been appointed, subject to taking the oath of office, and to actual entrance upon duty (unless on authorized leave) on the date indicated, Keeper

in the Lighthouse Service

at a salary of Seven Hundred and Twenty dollars per annum,

effective January 7, 1921.

Your appointment will continue for a period not to exceed thirty days from the date of establishment of a register of eligibles for probational appointment in the above-mentioned position.

Respectfully

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

S
C

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: R. L. Anderson

Legal Residence: Texas.

8th district

11—1393

Galveston Jetty Lt.

ESS ALL COMMUNICATIONS TO
PERINTENDENT OF LIGHTHOUSES
NEW ORLEANS, LA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Superintendent of Lighthouses
APR 4 1921
New Orleans

EIGHTH DISTRICT

Galveston Jetty Light Sta
(Station, Depot, or Vessel)

April 1st, 1921

Superintendent of Lighthouses
New Orleans La.

Sir

Temporary Asst. R. H. Laird has resigned. His service ended at the close of March 31st

Mail for him should be addressed to General Delivery. Texas City. Tex.

Respectfully
G W Bardwell Keeper

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

I, R. H. Laird,

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.

(Signed) R. H. Laird
(Appointee signs here)

[2] Swom to (See below) and subscribed before me, this [3] 29th day of January, A. D. 19 21.

(Affix official seal here)

(S) Notary Public,
(E) County of
(A) Galveston,
(L) Texas.

[4] (*Name*) (Signed) Lloyd T. Whitney.

(*Official title*) N.P. in and for Galv.Cou.,Tex.

My commission expires June 1, 1921.

OFFICIAL TITLE	RATE OF PAY	NAME OF STATION, VESSEL, OR PLACE OF EMPLOYMENT.
Present Keeper in the Light-house Service.	$720 p.a.	Galveston Jetty Light Station, Texas.
Former [5] Tempozary appointment for of a register of	a period not to exceed 30 days from date of establishment eligibles for probational appointment in above position.	

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

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 8th DISTRICT

New Orleans, La., (Address) January 31st, 1921. (Date)

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

E.S.K.
(Signature, followed by title)
Superintendent of Light houses.

[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

Booked 1913

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

WJB.

January 25, 1921.

R. H. Laird, Temp. Keeper,
Galveston Jetty Light Station,
P. O. Box 327,
Galveston, Texas.
(Through the Keeper)

1. Transmitted herewith is Department letter dated January 18th, 1921, appointing you Keeper (temporary) in the Lighthouse Service, at a salary of $720 per annum, effective from January 7th, 1921, the actual date of your entrance on duty.

2. You will subscribe to the enclosed oath of office before a Notary Public or other person authorized to administer oaths and return the same to this office with as little delay as possible.

3. NO PAY CAN BE SENT YOU UNDER THIS APPOINTMENT UNTIL THE OATH OF OFFICE IS RETURNED, PROPERLY EXECUTED.

(Signed) E. S. Larphier,
Superintendent of Lighthouses.

Copy furnished Geo. W. Bardwell, Keeper, Galveston Jetty L.S., P.O. Box 327, Galveston, Texas, for his information and the station files. You are directed to see that this employee returns the oath of office, properly executed, with as little delay as possible.

Superintendent of Lighthouses.

Booked.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 8th DISTRICT,

New Orleans, La., (City.) January 11th (Date.) 1921.

COMMISSIONER OF LIGHTHOUSES:

Action recommended, Temporary appointment for a period not to exceed 30 days from date of establishment of a register of eligibles for probational appt.

Name, R. H. Laird — Legal residence, Texas.

Position, Keeper in the Lighthouse Service. — Salary, $720 per annum.

Location, Galveston Jetty Light Station, Texas. — Appropriation, Salaries of Keepers of Lighthouses.

Effective January 7th, 1921. {[1] 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, - - - Rating, - - - Percentage, - - -, Other eligibles considered:

- -

Previous incumbent, R. L. Anderson — Services terminated, November 30, 1920.

Reason, Resigned.

Members of family in Government Service, None.

Remarks: Due to the necessity of maintaining the full authorized complement of keepers at the above station, R. H. Liard was assigned to duty in above position on Jan. 7, 1921. Mr. Laird has never served under any branch of the Department of Commerce. This nomination is made to fill the lowest-rated position at above station in accordance with Dept. authority of June 5, 1918. Mr. Laird was born March 8, 1902.

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

L.

Secretary, *Civil Service District.* — Superintendent of Lighthouses.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

Thru S. S. Secty. 1-11-21. HB

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

11—2314

Booked HB

17. Are you the widow or orphan of an honorably discharged soldier or sailor? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

Name under which soldier or sailor rendered service.	Relationship to you.

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

18. What was your occupation prior to entering the United States 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 13, 14, 15, and 16.)

Machinist apprentice.

19. What education have you received? (State the grades of schools you have attended, and, if 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., 1910; Columbia University, LL. B., 1913.)

7th grade, rural school.

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

Machinist

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

None

22. Were the answers to the foregoing questions written by you? (Answer "yes" or "no.") Yes If not, state the name and address of the person who wrote them for you.

Date, January 17th, 19 21.

Witness (in case signature is by mark):

(Signature) (Signed) R. H. Laird

(Present address) P. O. Box 327
(Number and street.)

Galveston (City or town.) Texas. (State or Territory.)

INDORSEMENT.

(If appointee is to be employed in the field, this form should be reviewed and approved by the proper field officer and need not be signed by an official of the Bureau. If appointee is to serve in the District of Columbia, the form should be reviewed and approved by the proper Bureau officer. When forwarding this form, no letter of transmittal is required.)

Reviewed, approved, and forwarded January 20th, 19 21.

(Signature) E. S. K.

(Official title) Superintendent of Lighthouses.

11—6922

Booked.

6. Where were you born? Tomball, Texas.

7. When were you born? March (Month.) 8th (Day.) 1902. (Year.)

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

9. What is your marital condition? (Answer "single," "married," "widowed," or "divorced.") Single.

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

Mr. H. D. Laird (Name.) (Number and street.)

Hufsmith (City or town.) Texas. (State or Territory.)

11. Are there any members of your family, besides yourself, in the civil service of the United States? (Answer "yes" or "no:") No If so, state in blank spaces below the information called for by the headings.

Name.	Post-office address.	Position and department or office in which employed.	Relationship.	Married or single.
		Position Department or office		
		Position Department or office		
		Position Department or office		

12. Have you any physical disabilities? (Answer "yes" or "no.") No If so, describe fully. (If you have defective eyesight, state whether corrected by glasses.)

13. Do you hold any State or municipal office? (Answer "yes" or "no.") No If so, state name of such office and compensation attached.

14. Were you in the military or naval service of the United States during any war? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

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

15. If you served in the military or naval service of the United States other than during war time, indicate such service in the spaces below.

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

16. Have you ever held any other position in the civil service of the United States? (Answer "yes" or "no.") No If so, state in blank spaces below the information called for by the headings.

Department.	Bureau or Service.	Position.	Salary.	Appointed.	Separated.

11—6922

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

WJB.

Eighth District
Galveston, Texas
(Office, Depot, or Vessel)

January 11, 1921.

Geo. W. Bardwell, Keeper,
Galveston Jetty Light Station,
Box 327,
Galveston, Texas.

1. There is enclosed herewith Personal Question Sheet which you will have Russel H. Laird fill out and return to this office, in connection with his appointment as Temporary Keeper at Galveston Jetty Light Station, Texas.

L.
Superintendent of Lighthouses.

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
NEW ORLEANS, LA.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

Superintendent of Lighthouses
JAN 8 1921
New Orleans

EIGHTH DISTRICT

Galveston Jetty Light
(Station, Depot, or Vessel)

Jan 7th, 1921

Superintendent of Lighthouses
New Orleans La.

Sir
I have engaged a man to replace J W. Ralph who resigned Dec 28th + for the following information regarding him
Name Russell H Laird
Born Mar 8th 1902 at Huffsmith Tex
Has no relatives in Government Service.
Has never been in Army or Navy
Placed on duty Jan 7th 1921

Respectfully
G W Bardwell Keeper