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

Date: '26 AUG 3 AM10:58
08/07/2026

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
Reed, Nelson		

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 (DE/NJ) 4th District	From: 1917	To: 1918
(Agency & Location)	From:	To:
(Agency & Location) R300	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-0007916290

Attendant Signature:

CMRS Search Request Number(s): Rqst Sent 8/5/26 mg

Remarks:

'26 AUG 14 PM12:20

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:

NELSON

REED

NELSON

NELSON

REED

NELSON

Form 73

RJC.
Pers.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Fourth DISTRICT,

Philadelphia, Pa., March 8th, 191 8.
(City.) (Date.)

THIRD U. S. CIVIL SERVICE DIST. RECEIVED MAR 8 1918 OFFICE OF THE SECRETARY

LIGHT MAR 11 1918 HOUSES

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Temporary appointment.

Name, Nelson Reed, Legal residence, Delaware.

Position, Second Assistant Keeper. Salary, $456.00 per annum.

Hydrog.
Engr. Cons.
Mar. Engr.
Personnel
Accounts
Contracts
Chf. Clk.
Dep. Commr.
Commr.

Location, Elbow of Cross Ledge Light Station, Delaware Bay, ~~New Jersey~~, Appropriation, Salaries, Keepers of Lighthouses.

Effective March 11, 1918, ~~the actual date of entrance on duty~~, or as soon thereafter as he enters on duty.

Former position, x x x x Former salary, x x x x

Location, x x x x

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

x x x x

Previous incumbent, (Temporary) Jakie L. Beilborn Services terminated, February 28, 1918.

Reason, Resigned.

Members of family in Government Service, None.

Remarks: Temporary appointment, to continue for a period not to exceed thirty (30) days from the date of establishment of a Register of Eligibles for permanent appointment. Quarters not furnished by Government for family.

Selection regular, subject to the action of the U. S. Civil Service Commission. -March 8 - -, 191 8
Temporary pending register.

In the absence and by direction of the Inspector:
G. Carleton Wenzell
Chief Clerk.

Stewart Wilson
Secretary, 3d *Civil Service District.*

BUREAU OF LIGHTHOUSES
WASHINGTON

MAR 1 1 1918

Submitted to the Secretary of Commerce, approved.

Acting Commissioner

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

11—2314

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHT
MAR 12 1918
HOUSES

March 11, 1918.

Mr. Nelson Reed,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office,

Second Assistant Keeper

in the Lighthouse Service

at a salary of Four Hundred and Fifty-six dollars per annum,

effective on the date on which you enter upon duty in the above-mentioned position.

Your appointment will continue for a period not to exceed thirty days from the date of establishment of a register of eligibles for permanent appointment.

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hastings.

N
C

Chief of Appointment Division

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Jakie L. Beilborn.

Legal Residence: Delaware.

11—3692

4 Insp.

OFFICE OF INSPECTOR 4TH L. H. DIST.
APR 13 1918
PHILADELPHIA, PA.

Magnolia
Del
Apr 10-1918

Dear Sir

we will notify you that I want to resine from Second Assistance Light House keeper at Elbow Cross Ledge and I want it to take effect right away for it does not suit me in the Bay.

OFFICE OF INSPECTOR 4TH L. H. DIST.
APR 13 1918
PHILADELPHIA, PA.

Nelson Reed
Magnolia
Delware.

LIGHT HOUSES
APR 18 1918

APR 18 1918 12 25 PM

Form 93

LETTER TRANSMITTING RESIGNATION

GCW/H
Pers.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LIGHT APR 18 1918 HOUSES

4/24/18 Wrote 4th

OFFICE OF LIGHTHOUSE INSPECTOR, Fourth DISTRICT,

Philadelphia, Penna., April 17, 1918.

THE COMMISSIONER OF LIGHTHOUSES:

Herewith is transmitted the resignation of the following-named employee:

Name, Nelson Reed. Position, Second Assistant Keeper (Temporary).

Legal residence, Delaware. Station, Elbow of Cross Ledge, Delaware Bay, New Jersey.

Salary, $576.00 per annum.

The acceptance of this resignation is recommended effective at the close of April 9, 1918.

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

Remarks:

Mr. Reed was ashore when he tendered his resignation, and his accrued shore liberty would carry him to the close of April 9, 1918, on which date it is recommended that his service terminate. While actions of this kind embarrass the Service, on account of press of office duties, it is deemed best to avoid raising any question on this score.

Hydrog.
Engr. Cons.
Mar. Engr.
Personnel
Accounts.
Contracts
Chf. Clk.
Dep. Commr.
Commr.

In the absence and by direction of the Inspector:
Chief Clerk.

No resig required for temp. Employees. Rec to advise 4th, returning resig, also advise him, re Reed's sudden departure, that no further action will be taken in this case. Watch & see that this party does not get back in service. Send pink form to [illegible]
4/22

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

11—4623

Done MCC 4/23

OK MCA 4/23

McC-HFC

April 24, 1918.

Nelson Reed,
discontinuance of services.

Lighthouse Inspector, Philadelphia, Pa.

Referring to your Form No. 93, transmitting the resignation of Nelson Reed as Second Assistant Keeper at $576 per annum, assigned to duty at Elbow of Cross Ledge Light Station, N. J.

You are advised that inasmuch as Mr. Reed is only a temporary employee, no resignation should have been submitted in his case. Be guided accordingly in future similar cases. The form which you submitted reporting his last day of service has been submitted to the Department. Regarding his sudden departure from the Lighthouse Service, no further action will be taken in his case but you should exercise care to see that he does not reenter the Service in your District.

[redacted] Commissioner

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
PHILADELPHIA, PA.

Supervising 4th Lighthouse District

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

IN REPLY REFER TO
FILE No.

LIGHT OCT 1 1918 HOUSES

OCT 1 1918 8 AM

Engr. Comr.
Engr. Comr.
Mar. Engr.
Personnel
Accounts.
Contracts
Chf. Clk.
Dep. Comr.
Comdr.

for eyes
SPECIAL
Rec. approve as previously held temps. appt. and record does not indicate that his separation was with prejudice.
Reed
Motion

OFFICE OF INSPECTOR, 4TH DISTRICT
PHILADELPHIA, PA.
September 30, 1918.

TJR/H

Commissioner of Lighthouses, Washington.

SUBJECT: Reinstatement of Nelson Reed in the Lighthouse Service.

REFERENCE: Bureau letter of April 24, 1918.

The Bureau is informed that Mr. Reed is desirous of re-entering the Lighthouse Service. Under ordinary conditions I would not recommend his entrance again into the service, on account of leaving without giving sufficient notice, but as this office finds it almost impossible to get men for the bay lights it is recommended that I be authorized to employ him again, if I can get no other man.

Please see my letter of September 28, 1918, referring to the bay light situation.

T. J. ROU[illegible]

Bureau of Lighthouses, Washington
OCT 2 1918

Returned approved.

Commissioner.

Nelson Reed

Nelson Reed

LEGAL RESIDENCE.
Delaware

INACTIVE

STATUS

DESIGNATION	SALARY	BUREAU OR OFFICE	DATE OF EFFECT OF ACTION AUTHORIZED
~~TEMPORARY,~~ Pond Cook 2nd Asst Kpr Elbow of Cross Ledge L.S. N.J. Last day Apr 9. 1918.	$456	L.H.	Mch. 11, 1918.

INACTIVE

Form 73

RJC.
Pers.

NOMINATION

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF LIGHTHOUSE INSPECTOR, Fourth DISTRICT,

THIRD U. S. CIVIL SERVICE DISTRICT RECEIVED MAR 8 1918 OFFICE OF THE SECRETARY

Philadelphia, Pa., March 8th, 1918.
(City.) (Date.)

RECEIVED LIGHT MAR 11 1918 HOUSES

THE COMMISSIONER OF LIGHTHOUSES:

Action recommended, Temporary appointment.

Name, **Nelson Reed,**

Legal residence, 1918 MAR 9 PM 12 56 **Delaware.**

Position, **Second Assistant Keeper.**

Salary, **$456.00 per annum.**

Location, **Elbow of Cross Ledge Light Station, Delaware Bay, New Jersey.**

Appropriation, **Salaries, Keepers of Lighthouses.**

Effective **March 11, 1918,** ~~the date he takes charge of the station, or~~ as soon thereafter as he enters on duty.

OFFICE OF CHIEF CLERK

DEPARTMENT DIVISION NECESSARY ACTION TAKER MAR 10 1918 DEPARTMENT OF COMMERCE

APPOINTMENTS

Former position, x x x x

Location, x x x x

Rank on eligible list, x x Rating, x x Percentage, 1918 MAR 7 PM 12 59 Other eligibles considered:

x x x x

(Temporary)
Previous incumbent, Jakie L. Beilborn

Services terminated, Sunday February 28, 1918.

TEMPORARY.

Reason, **Resigned.**

Members of family in Government Service, None.

Remarks: Temporary appointment, to continue for a period not to exceed thirty (30) days from the date of establishment of a Register of Eligibles for permanent appointment. Quarters not furnished by Government for family.

Selection regular, subject to the action of the U. S. Civil Service Commission. -March 8 - -, 1918
Temporary pending register.

Stewart Wilson
Secretary, 3d Civil Service District.

In the absence and by direction of the Inspector:
Bonsall
Chief Clerk.

BUREAU OF LIGHTHOUSES
WASHINGTON

MAR 11 1918

Submitted to the Secretary of Commerce, approved.

3-11-18
No Papers R

1918 MAR 11 AM 11 5

Acting Commissioner

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

11—2314

GENERAL APPOINTMENT

DEPARTMENT OF COMMERCE

APPOINTMENT DIVISION

WASHINGTON

March 11, 1918.

Mr. Nelson Reed,

Through the Commissioner of Lighthouses.

Sir:

You have been appointed, subject to taking the oath of office,

Second Assistant Keeper

in the Lighthouse Service

at a salary of Four Hundred and Fifty-six dollars per annum,

effective on the date on which you enter upon duty in the above-mentioned position.

Your appointment will continue for a period not to exceed thirty days from the date of establishment of a register of eligibles for permanent appointment.

CARDED

APPOINTMENT DIVISION ENTERED MAR 11 1918 DEPT. OF COMMERCE

By direction of the Secretary:

Respectfully,

(Signed) Clifford Hastings.

N
C

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.

Vice: Jakie L. Beilborn.

Legal Residence: Delaware.

11—3092

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

OFFICE OF INSPECTOR 4TH L.H.DIST. APR 5 1918 PHILADELPHIA, PA.

LIGHT APR 8 1918 HOUSES

RECEIVED

I, Nelson Reed,

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.

1918 APR 8 PM 4 04

Mr. Nelson Reed (Appointee signs here)

OFFICE OF CHIEF CLERK

[2] Sworn to (See below) and subscribed before me, this[3] fifth day of April, A. D. 1918.

(Affix official seal here)

[4] (Name) [illegible]

(Official title) Notary Public

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment
Present Second Asst.Kpr.	$456.00 p.a.	Elbow of Cross Ledge Lt.Sta., Del.Bay, N.J.
Former[5]		

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

(Temporary appointment)

Office of Lighthouse Inspector, 4th District

Philadelphia, Pa., April 5, 1918.
(Address) (Date)

The above-named appointee entered upon duty on March 11th, 1918. (Date)

In the absence and by direction of the Inspector
Chief Clerk.

(Signature, followed by title)

Inspector, 4th L.H.District.

[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 after the 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, or any other officer having authority to administer oaths, but never before a collector of customs, as he has no 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.

[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

Entered 4/5/18

OFFICE OF INSPECTOR
4TH L. H. DIST.
PHILADELPHIA, PA.
APR 5 1918
LIGHT
APR 8 1918
HOUSES

PERSONAL QUESTION SHEET

DEPARTMENT OF COMMERCE
OFFICE OF THE SECRETARY
WASHINGTON

March 5, 1918

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? (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.)

Mr Nelson Reed.

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

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

Frederica	Delaware	Kent	At large
City or town.	State or Territory.	County.	Congressional district.

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

5. Where were you born? Delaware

6. When were you born? Sept 22 1891
Month. Day. Year.

11—1434

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

Mrs Nelson Reed
Name.

Number and street.

Magnolia
City or town.

Delaware.
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.
None				

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.)

Without examination— Temporary Appointment.

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

Corrected By Glasses.

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.
None					

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.)

Name under which service was rendered No

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.)

Carpenter

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.)

Comm School Edication

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.")

Carpenter

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

None.

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. Apr 4, 19 18

(Signature) Nilsen Reed

Witness:

P. O. Address: Magnolia
City or town.

In case signature is by mark.

Number and street.

Delaware
State or Territory.

(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 4/5, 1918

(Signature)

(Official title) In the absence and by direction of the Inspector in Charge. Chief Clerk.

11—1434

Temporary Appointment.

PART II.

(Part II should be executed by the executive officers of the various Bureaus of the Department, or, at their direction, by some 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.) Philadelphia, Pa. (Place (city, town, station, or vessel.)) Fourth (District.)

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

3. State the date of appointment. March 11, 1918.

4. State the date the appointment was effective. (If appointment was made to take effect on date of oath, so state.)
Date of entrance on duty (Mch. 11, 1918)

5. State the date of the oath. April 4, 1918.

6. State the date the employee entered on duty. March 11, 1918.

7. What is his salary? $ 456 per annum.

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, subject to examination.

10. If classified, state the date of classification. May 6, 1896

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.)
Without 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.

Reviewed, approved, and forwarded to the Department.

(Signature) In the absence and by direction of the Inspector: Chief Clerk.

Date: 4/5, 1918 (Official title)

11—1434

1

1918 APR 8 PM 12 12

MEMORANDUM SHOWING LAST DAY SERVED BY TEMPORARY EMPLOYEE

LIGHT HOUSES APR 18 1918

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

APPOINTMENTS CHIEF CLERK

5

1918 APR 24 PM 2 38 1918 APR 24 PM 2 11

Name of employee Nelson Reed. (E.O.D. March 11, 1918)

Designation Second Assistant Keeper. *Compensation* $456.00 p.a.

Place of employment Elbow of Cross Ledge Light Station, Delaware Bay, N.J.

Last day served April 9, 1918.

(E. O. D. Mch. 11, 1918).

APPOINTMENT DIVISION ENTERED APR 24 1918 ON JOURN. DEPARTMENT OF COMM.

GARDED.

In the absence and by direction of the Inspector's Chief Clerk.

Inspector, 4th Lighthouse District.
(Official title.)

Date Phila., Pa., April 17, 1918. Lighthouse Service.
(Bureau or service.)

11—2878