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

'26 OCT 23 AM 7:55

Date: 10/23/2026

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
Sherwood, Stephen, E.		

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.)

CIVILIAN SERVICE

(Agency & Location)		
Lighthouse Service (NY) 3rd District		
From: 1920	To: 1921	
(Agency & Location)		
From:	To:	
(Agency & Location)		
From:	To:	

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

Researcher Signature: Andrew Burns

This Space Intentionally Left Blank

STAFF USE ONLY

Appointment Time and Date:

Additional Researchers: ☐ Yes ☐ No

CMRS Service Request Number: C-AW8446036

Attendant Signature:

CMRS Search Request Number(s):

Remarks:

'26 NOV 6 AM 9:39

SCREENING NOTES

☑ Reviewed and Nothing Removed SBR2

☐ 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:

Stephen E. Sherwood.

Stephen E. Sherwood

LEGAL RESIDENCE
New York ~~Connecticut~~

STATUS

DESIGNATION	SALARY	BUREAU OR OFFICE	DATE OF EFFECT OF ACTION AUTHORIZED
Keeper (Probl) Little Gulf Life S.S. Sta.	$660	L.H.	Feb 2, 1921.
RESIGNED CLOSE OF March 31. 1921.			

11—1248

Form 73

NOMINATION

LIGHTHOUSES 4718

FWO-JHG

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

1921 FEB 16 AM 8 42

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Tompkinsville, N. Y. (City.) Feb. 5, 1921 (Date.) 19

COMMISSIONER OF LIGHTHOUSES:

(Thr. Sec'y 2nd C. S. District)

Action recommended, Probationary appointment.

Name, Stephen E. Sherwood — Legal residence, Connecticut

Position, Keeper — Salary, $660 per annum

APPOINTMENTS

Location, Little Gull Island Lt. Sta., N. Y. — Appropriation, Salaries, Keepers of Lighthouses

1921 FEB 17 AM 9 11

Effective February 2, 1921 { the actual date of entrance on duty, or ~~as soon thereafter as he enters on duty~~.

CIVIL SERVICE DISTRICT FEB 7 1921 RECEIVED

CHIEF CLERK

Former position, — Former salary,

Location,

1921 FEB 16 PM 4 11

Rank on eligible list, 3 — Rating, Keeper — Percentage, 83.0, Other eligibles considered:

Edward E. Morris	D.	Joseph F. Woods	D.	Reginald A. King	D.
Edward Grime	A.	Carl Erickson	A.	Christian J. Strolin	D.

Previous incumbent, James E. Denison — Services terminated, Dec. 31, 1920

Reason, Resigned

Assignment to duty Feb. 2, 1921 was necessary for the reason it was not practicable to permit this position to remain vacant until appointment certificate could be obtained.

Members of family in Government Service, None.

Remarks: No employee of District desired transfer to this position. Quarters are provided for families of keepers at this station. Nos. 3, 4, & 8 on eligible list will accept appointment only at certain specified stations.

Mr. Sherwood was born Dec. 22, 1895.

Selection regular, subject to the action of the U. S. Civil Service Commission, February 14, 1921.

Assistant Secretary, Second Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON FEB 16 1921

Submitted to the Secretary of Commerce, approved.

DEPARTMENT OF COMMERCE FEB 17 1921 NECESSARY ACTION TAKEN APPOINTMENT DIVISION

1921 FEB 16 PM 2 09

Acting Commissioner of Lighthouses.

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

11—2314

CERTIFICATE OF PROBATIONARY APPOINTMENT

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

February 17, 1921.

Mr. Stephen E. Sherwood,

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 Six Hundred and Sixty dollars per annum, effective on the date on which you entered (February 2, 1921) upon duty in the above-mentioned position.

By selection from certificate of eligibles (No. _____) issued by the Assistant Secretary, Second Civil Service District.

By direction of the Secretary:

Respectfully,

CARDED

Chief of Appointment Division.

P
C

Appropriation: Salaries, Keepers of Lighthouses.

Vice: James E. Denison.

Legal Residence: Connecticut.
3rd

(See reverse side.)

FEB 21 1921
U. S. REPORT DATA ENTERED

Form 111

OATH OF OFFICE

(Prescribed by Section 1757, Revised Statutes)

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

LIGHTHOUSES 1921 MAR 5 AM 8 44

APPOINTMENTS MAR 5 1921

I, Stephen E. Sherwood

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.

CLERK 1921 MAR 5 PM 2 12

Stephen E. Sherwood.
(Appointee signs here)

[2] Sworn (See below) and subscribed before me, this [3] 26th day of February, A. D. 1921

(Affix official seal here)

[4](Name) ~~Stephen E. Sherwood.~~ Rogatus Sherwood

(Official title) Notary Public

My commission expires Mch 20, 1922

Official Title	Rate of Pay	Name of Station, Vessel, or Place of Employment.
Present Keeper	$660 p.a.	Little Gull Island Lt.Sta., N.Y.
Former[5]		

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

Office of Superintendent of Lighthouses, 3rd District

Tompkinsville, N. Y. (Address), March 4 1921 (Date)

CARDED

The above-named appointee entered upon duty on Feb. 2, 1921 (Date)

J. F. Wales
Supt. (Signature followed by title) 3rd Dist.

Sworn to by witness. Error corrected. Applicant signed name in wrong place. Witness oath was taken, Rogatus Sherwood, Notary Public

[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

C. S. REPORT DATA ENTERED

APPOINTMENTS MAR 15

DEPARTMENT OF COMMERCE

SUPERINTENDENT OF LIGHTHOUSES MAR 1921 RECEIVED TOMPKINSVILLE, N.Y.

PERSONAL QUESTION SHEET

LIGHTHOUSES

1921 MAR 5 AM 8 44

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.

1921 MAR 5 AM 10 46

PART I.

1. Name of employee: Stephen E. Sherwood

2. Position to which appointed: Keeper

3. Bureau or Service: Lighthouse Service, District: Third

4. Place of duty: Little Gull Island Light Station, N. Y.
(City, town, station, or vessel.)

5. Salary: $660 per annum

6. Appropriation from which paid: Salaries, 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).

By examination for keeper, Dec. 18, 1920

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.

CARD

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.)

Stephen Edward Sherwood.

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

Stephen E. Sherwood.

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

New York State, (State or Territory.) Suffolk County, (County.) Fort Michie, N.Y. (City or town.) 1st (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.

Fairfield, Conn. until sent to Little Gull Island, N.Y.

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

U.S. REPORT DATA ENTERED

11—6027

6. Where were you born? Bridgeport, Conn.

7. When were you born? December (Month.) 22nd (Day.) 1895 (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 A B. Sherwood (Name.) (Number and street.)

Fairfield (City or town.) Connecticut (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.") Yes 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.
U. S. S. Arkansas	Nov. 22/1915.	Nov. 22/1919.	Expiration of time.

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.
U. S. S. Arkansas	Nov 22/1915.	Nov. 22/1919.	
Expiration of time.			

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.)

Work at painting before entering Light house Service.

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.)

Public School - 4th Grade.

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.")

Fireman.

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

~~None~~

Keepers Dec 18-1920

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, Feb 26/21, 1921.

Witness (in case signature is by mark):

(Signature) Stephen E Sherwood

(Present address) Fort Wadsworth, Little Gull Island

(Number and street.)

New York, (City or town.) New York. (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 March 4, 1921

(Signature) J. Yates

(Official title) Supt. of Lighthouses, 3rd Dist.

11—6922

Form 93

JHG

LIGHTHOUSES
1921 APR 8 PM 12 38
CHIEF CLERK

NOTICE OF RESIGNATION OR DEATH

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,
1921 APR 11 AM 10 08

Tompkinsville, N. Y., April 7, 1921, 19

COMMISSIONER OF LIGHTHOUSES:

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

Name, Stephen E. Sherwood Position, Keeper

Legal residence, Connecticut Station, Little Gull Island Lt.Sta., N.Y.

Salary, $660.00 per annum

APPOINTMENTS

The acceptance of this resignation is recommended effective at the close of March 31, 1921

1921 APR 11 AM 11 15

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

Remarks:

APPOINTMENT DIVISION
NECESSARY ACTION TAKEN
APR 11 1921
DEPARTMENT OF COMMERCE

4/11/21

For and in the absence of the Supt.

1st Asst.Supt.

BUREAU OF LIGHTHOUSES
WASHINGTON
APR 9 - 1921

Inclosure

Submitted to the Secretary of Commerce, approved.

11—4023

1921 APR 9 PM 3 37

J. S. Conway

Acting Commissioner of Lighthouses.

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

RECEIVED
TOMPKINSVILLE, N.Y.

U

1st
Resignation accepted April 4.

THIRD DISTRICT

Little Gull
(Station, Depot, or Vessel)

April 1st, 1921.

Supt:—

This certifies that Steven E. Sherwood 2nd Asst. is leaving this Station. He does not desire to follow up Lighthouse keeping any longer & is quitting the service without any notice to me until this morning.

Yours respectively
Eugene D Murphy
Keeper in Charge.

Stephen E Sherwood.

2nd asst.

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

April 11, 1921.

M. Stephen E. Sherwood,

Through the Commissioner of Lighthouses.

Sir:

The Department is in receipt of your resignation from the position designated below, and has accepted the same, upon recommendation of the Bureau, to take effect at the close of business on March 31, 1921.

Bureau ..... Lighthouse Service

Station ..... Little Gull Island Light Station, N.Y.

Position ..... Keeper

Salary ..... $660 per annum

By direction of the Secretary:

Respectfully,

CARDED

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

APR 12 1921
DEPARTMENT OF COMMERCE

S
C
3rd district

C. S. REPORT DATA
ENTERED

SUPERINTENDENT OF LIGHTHOUSES
MAR 1 1921
RECEIVED
TOMPKINSVILLE, N.Y.

DEPARTMENT OF COMMERCE

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.

PART I.

1. Name of employee: Stephen E. Sherwood
2. Position to which appointed: Keeper
3. Bureau or Service: Lighthouse Service, District: Third
4. Place of duty: Little Gull Island Light Station, N.Y.
   (City, town, station, or vessel.)
5. Salary: $660 per annum
6. Appropriation from which paid: Salaries, 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).

   By examination for keeper, Dec. 18, 1920

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.)

   Stephen Edward Sherwood.

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

   Stephen E. Sherwood.

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

   New York State, (State or Territory.) Suffolk County, (County.) Fort Michin NY. (City or town.) 1st District (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.

   Fairfield, Conn. until sent to Little Gull Island, N.Y.

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

6. Where were you born? Bridgeport, Conn.

7. When were you born? December (Month.) 22nd (Day.) 1895 (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 A. B. Sherwood. (Name.) (Number and street.)

Fairfield, Conn. (City or town.) Connecticut. (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.") ..... 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.") Yes. 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.
U.S.S Arkansas.	Nov. 22/1915	Nov. 22/1919	
Expiration of time.			

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.
U.S.S Arkansas.	Nov. 22/1915	Nov. 22/1919	
Expiration of time.			

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

I acknowledge receipt of a copy of Department Circular No. 253 (second edition), of September 22, 1914, relating to political activity of officeholders, and fully understand its purport.

Stephen E. Shumwal
(Name.)

2nd Ass't. Keeper
(Position.)

Light House Service.
(Bureau, Office, or Service.)

Date, February 26/21

11—3914

(This acknowledgment should be forwarded to, and filed in, the bureau or office to which appointee is assigned.)

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.)

Public School - 4th Grade.

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.")

Fireman.

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

~~None~~

Keepers - Dec - 18 - 1920

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, Feb 26/21., 1921.

Witness (in case signature is by mark):

(Signature) Stephen E. Shumwal.

(Present address) Int Mich. Little Gull Island Station
(Number and street.)

New York. New York.
(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 March 4, 1921

(Signature) J. T. YATES.

(Official title) Supt. of Lighthouses, 3rd Dist.

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.)

Work at painting before entering Lighthouse Service.

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.)

Public School - 4th Grade.

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.")

Fireman.

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

~~None.~~

Keepers - Dec - 18 - 1920

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, Feb 26/21., 1921.

Witness (in case signature is by mark):

(Signature) Stephen E. Shumard.

(Present address) Int Michis, Little Gull Is Shelter
(Number and street.)

New York. New York.
(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 March 4, 1921

(Signature) J. T. YATES.

(Official title) Supt. of Lighthouses, 3rd Dist.

11—6022
~~~

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

LIGHTHOUSES
1921 APR 13 AM 10 11

75 (6)

Stephen E. Sherwood

April 11, 1921.

Mr. Stephen E. Sherwood,

Commissioner of Lighthouses.

Through the

Sir:

The Department is in receipt of your resignation from the position designated below, and has accepted the same, upon recommendation of the Bureau, to take effect at the close of business March 31, 1921.

on

Bureau	Lighthouse Service
Station	Little Gull Island Light Station, N.Y.
Position	Keeper
Salary	$660 per annum

By direction of the Secretary:

Respectfully,

(SIGNED) CLIFFORD HASTINGS

Chief of Appointment Division.

S
C
3rd district

Form 93

JHG

NOTICE OF RESIGNATION OR DEATH

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Tompkinsville, N. Y., April 7, 1921 , 19

COMMISSIONER OF LIGHTHOUSES:

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

Name, Stephen E. Sherwood Position, Keeper

Legal residence, Connecticut Station, Little Gull Island Lt.Sta., N.Y.

Salary, $660.00 per annum

The acceptance of this resignation is recommended effective at the close of March 31, 1921

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

Remarks:

For and in the absence of the Supt.
F. W. Ockenfels

1st Asst. Supt.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

11—4023

VC PS
Mesa JP

FWO-JHG

Stephen E. Sherwood,
Fairfield,
Connecticut.

April 7,1921

SUBJECT: Resignation.
REFERENCE: Your letter April 1,1921.

1. Your letter dated April 1,1921 resigning your position as 2nd Assistant Keeper of Little Gull Island Light Station, has been received and forwarded to Washington, with recommendation that same be accepted, effective at the close of March 31,1921.

For and in the absence of the Superintendent.

F. W. Orkentels

1st Asst. Supt.

FWO-JHG

Eugene H. Merry, Keeper,
Little Gull Island Light Station,
Fort Michie, Gull Island, N.Y.

April 4,1921

SUBJECT: Resignation of 2nd Asst. Keeper Sherwood.
REFERENCE: Your letter April 1,1921.

1. You are directed to advise this office by return mail of the date on which 2nd Assistant Keeper Sherwood left Little Gull Island Light Station.

C O P Y

Little Gull

April 1st, 1921

Supt.

This certifies that Stephen E. Sherwood, 2nd Asst. is leaving this station. He does not desire to follow up lighthouse keeping any longer and is quitting the service without any notice to me until this morning.

Yours respectfully,

(Sgd.) Eugene H. Merry

Keeper in Charge

Stephen E. Sherwood

2nd Asst.

CATIONS TO
SPECTOR
LLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
APR 7 1921
RECEIVED
TOMPKINSVILLE, N.Y.

THIRD DISTRICT

Little Gull Island.
(Station, Depot, or Vessel)

Mar. 6th, 1921.

Supt:—

The 2nd ast. Stephen E. Shumwood left this Station on the morning of April 1st/21. at 7 30 am, for New London.

Respectively yours,
Eugene H. Morey.
Keeper.

P. S. His Mother Mrs. Annie Shumwood asked that his check be mailed to Fairfield, Conn.,

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

GENERAL DEPOT
OFFICE OF INSPECTOR, 3D DISTRICT
TOMPKINSVILLE, N. Y.

JHG
3-105

Resigned Army Service

Feb. 16, 1921

Stephen E. Sherwood, 2nd Asst. Keeper,
Through the Keeper,
Little Gull Island Light Station,
Fort Michie, Gull Island, N.Y.

Enclosed is Form 206 "Record of Physical Examination of Light-Keeper or Assistant Light Keeper", addressed to the United States Public Health Service, requesting that you be given a physical examination, for the purpose of determining whether or not you are entitled to medical relief without charge at hospitals and other stations of the Public Health Service, pursuant to the Act of Congress, approved August 28, 1916. A copy of the provision contained in said Act is quoted in District Circular Letter No. 187, dated May 21, 1917.

Under the terms thereof it will be necessary for you to submit to said examination and be found physically qualified before you will be entitled to the benefits provided for by the Act of August 28, 1916. As said benefits will be solely to your personal advantage it is to your interest to give this matter attention at the earliest opportunity.

After you have been given a physical examination by the medical officer designated on attached Form 206, said Form 206 will be returned to you by the medical officer. You will then send it to this office so that it may be recorded, after which it will be returned to you. The original copy of Form 206 will then be your property, and you are directed to preserve it and keep it in your possession for future reference.

The Assistant Keeper is to sign Form 206 where marked "A", and the keeper to sign where marked "B".

J. T. YATES

Superintendent

OFFICE OF LIGHTHOUSE INSPECTOR, Third DISTRICT,

PLACE, Tompkinsville, N. Y.

DATE, Feb. 16, 1921, 191

To the MEDICAL OFFICER IN CHARGE,
U. S. Public Health Service,
New London, Conn.

SIR:

Please examine Stephen E. Sherwood, 2nd Asst. Keeper, Little Gull Is. Lt. Sta.

nativity, United States; age, 25; height, 5 feet, 8 inches;
weight, 160 pounds; color of hair, Black; color of eyes, Brown
distinguishing marks, Tattoo marks, U.S.S. Arkansas on left arm.

as to eyesight, hearing, and physical condition.

When the examination has been completed the findings should be recorded on this blank and the blank returned to the applicant.

Respectfully,

J. T. YATES.

Supt. 3rd L.H. Distrbt xxxxxxxxxxxxxx *Lighthouse Inspector.*

A

(Signature of applicant:)

(To be signed in the presence of the officer issuing this blank or witnessed by a designated employee of the Lighthouse Service) Witnessed by Keeper, Little Gull Is. Lt. Sta.

U. S. PUBLIC HEALTH SERVICE

PLACE,

DATE, , 191

To LIGHTHOUSE INSPECTOR,

SIR: This certifies that I have this day examined the eyesight, hearing, and physical condition of , and find him physically { disqualified / qualified* } in accordance with rules approved by the Secretary of the Treasury and the Secretary of Commerce, respecting the treatment by the Public Health Service of light keepers and assistant light keepers of the Lighthouse Service pursuant to the Act of Congress approved August 28, 1916.

He is disqualified for the reasons shown on page 3.

Surgeon, U. S. Public Health Service.

* If qualified, strike out the word "disqualified" and the paragraph following.

11—5099

DEPARTMENT OF COMMERCE

LIGHTHOUSE SERVICE

GENERAL DEPOT

OFFICE SUPERINTENDENT OF LIGHTHOUSES

3D DISTRICT, TOMPKINSVILLE, N. Y.

Must be examined

Feb. 10, 1921

Eugene H. Merry .....Keeper

Little Gull Island Lt. Sta.,

.....Light Station,

Fort Michie, Gull Is., N.Y.

.....

Furnish the information called for below in regard to Assistant Keeper Stephen E. Sherwood, and return this sheet to this office.

Be careful to see that the information given is accurate:-

Born in (Country or State) Bridgeport, Conn.

Age....25.....

Height.....5.....feet....?.....inches.

Weight....160.....pounds

Color of hair..Black

Color of eyes...Brown

Distinguishing marks.....

U. S. Ordinance on Lighthouses

J.T.YATES

Superintendent.

- -

Returned to Superintendent, the information required having been inserted above.

.....Keeper.

FC.

Stephen C Sherwood in
resigning Little Falls Bd
Held check until matters
settled.

4/4/21
Paid
Vou. No. 1788
Check No. 22350 $88.95
CK
4/14

FC. Treater settled and check
CK
4/7/21

ant $88.
check mailed
4/7/21 - PS

4003

CERTIFICATE OF PROBATIONARY APPOINTMENT

75

DEPARTMENT OF COMMERCE
APPOINTMENT DIVISION
WASHINGTON

February 17, 1921.

Mr. Stephen E. Sherwood,

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 Six Hundred and Sixty dollars per annum, effective on the date on which you entered upon duty in the above-mentioned position. (February 2, 1921)

By selection from certificate of eligibles (No.) issued by the Assistant Secretary, Second Civil Service District.

By direction of the Secretary:

Respectfully,

P
C

Chief of Appointment Division.

Appropriation: Salaries, Keepers of Lighthouses.
Vice: James E. Denison.
Legal Residence: Connecticut.
3rd

(See reverse side.)

11—5080

Form 73

NOMINATION

FWC-JHE

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

OFFICE OF SUPERINTENDENT OF LIGHTHOUSES, 3rd DISTRICT,

Tompkinsville, (City.) N. Y. Feb. 5, 1921 (Date.), 19

COMMISSIONER OF LIGHTHOUSES:

Action recommended, (Thr. Sec'y 2nd C. S. District) Probationary appointment.

Name, Stephen E. Sherwood

Legal residence, Connecticut

Position, Keeper

Salary, $660 per annum

Location, Little Gull Island Lt.Sta., N.Y.

Appropriation, Salaries, Keepers of Lighthouses

Effective February 2, 1921 { the actual date of entrance on duty, or as soon thereafter as he enters on duty.[1]

Former position,

Former salary,

Location,

Rank on eligible list, 3 Rating, Keeper Percentage, 83.0, Other eligibles considered:

Edward E. Morris	D.	Joseph F. Woods	D.	Reginald A.King	D.
Edward Grime	A.	Carl Erickson	A.	Christian J.Strolin	D.

Previous incumbent, James E. Denison

Services terminated, Dec. 31, 1920

Reason, Resigned

Members of family in Government Service, None.

Assignment to duty Feb.2, 1921 was necessary for the reason it was not practicable to permit this position to remain vacant until appointment certificate could be obtained.

Remarks: No employee of District desired transfer to this position. Quarters are provided for families of keepers at this station. Nos.3,4,& 8 on eligible list will accept appointment only at certain specified stations.

Mr.Sherwood was born Dec.22,1895.

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

J. T. YATES

Secretary, Civil Service District.

BUREAU OF LIGHTHOUSES
WASHINGTON

Submitted to the Secretary of Commerce, approved.

Classified under Lighthouse Retirement Law - Mark "A".

1st Asst. Supt.

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

ADDRESS ALL COMMUNICATIONS TO
LIGHTHOUSE INSPECTOR
TOMPKINSVILLE, N. Y.

DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

SUPERINTENDENT OF LIGHTHOUSES
FEB
1921
RECEIVED
TOMPKINSVILLE, N.Y.

Inside
Per [illegible]

THIRD DISTRICT

Little Gull Island.
(Station, Depot, or Vessel)

Feb. 3rd, 1921.

Supt:—

This is to certify that Stephen E Sherwood reported to me by telephone from New London for duty, but on account of weather conditions I told him that I could not get him on that date, so he arrived Tuesday Feb 2/20. at Station.

Yours respectfully
Eugene A Merry.
Keeper.

VC Ps

E O D Feb. 2-1921

Entd 2/5/21

1

FWO-JHG

Stephen E. Sherwood,
Fairfield,
Connecticut.

Jan. 29,1921

SUBJECT: Position as 2nd Asst.Keeper, Little Gull Is.Lt.Sta.
REFERENCE: Your letter Jan. 26,1921.

1. You are advised you have been selected for the position of 2nd Assistant Keeper of Little Gull Island Light Station, and in accordance therewith are hereby directed to report for duty at that station at the earliest possible date after receipt of this letter. Transportation charges will be at your own expense. Show this letter to the keeper, which will be his authority for assigning you to duty. The Keeper's name and address are Eugene H.Merry, Fort Michie, Gull Island, N. Y. You are advised there is a Government boat running from New London to Fort Michie. Advise this office by letter by return mail of the probable date on which you will report for duty.

J. T. YATES.

Superintendent

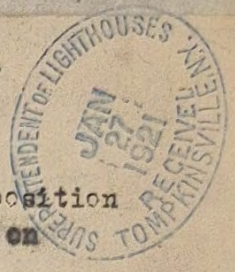
Copy forwarded, for his information, to the keeper of Little Gull Island Light Station. Report to this office promptly by letter the date on which Sherwood reports for duty as Second Assistant Keeper.

J. T. YATES.

Form 201
DEPARTMENT OF COMMERCE
LIGHTHOUSE SERVICE

LETTER TO ELIGIBLES

It is important that this letter be answered promptly



Office of Superintendent of Lighthouses.
Third District.
Tompkinsville, N.Y. Jan. 24,1921

Stephen E. Sherwood,
Fairfield, Conn.

SIR: You are hereby informed that you are being considered for the position of **2nd assistant keeper of Little Gull Island Light Station,, located on Gull Island in Block Island Sound.**

TOTAL COMPENSATION: $ **1062.00** per annum, (which includes: Salary $ **660.00** per annum; bonus, $240.00 per annum; and subsistence 45 cents per day.)
LONGEVITY PAY: In addition to the above keepers receive $60.00 per annum, after five years of continuous service, as longevity pay.
QUARTERS AND FUEL: **Quarters are provided for keepers at this station.**

FURNITURE: **Keepers must provide their own furniture except kitchen range.**

PROMOTION: Appointees will be considered for promotion to higher positions as vacancies occur.
SHORE LIBERTY: Not exceeding **96** days per annum may be granted to employees at this station.

Respectfully,

J. T. YATES.

The following questions should be filled in by applicant:

Are you willing to accept this position if it is offered you? Yes

If selected, I can report for duty in at once days from to-day.

Do you wish your name restored to the register at this time? Yes

Are you willing to accept the next appointment offered? Yes

Do you wish your name restored to the register at some future time? If so, give date.

Are any members of your family, or relatives (either blood or by marriage), in the service of the United States Government? Answer "Yes" or "No." No If yes, state how many ____; and fill in the following blanks.

Name.	Post-office address.	Where employed.	Relationship.	Married or single.
		Position Department or office		
		Position Department or office		

(If you have more than two relatives in the Government service, give same information as to them on a separate sheet of paper.)

If not willing to accept this position, state your reasons below:

(Signature) Stephen E. Sherwood

Date Jan 26 1921

(Post-office address) Fairfield Conn.

11—749