

Friend Furniture Collection

Dates: 1938-1970 and undated

Quantity: 7 Boxes

Location: Archives D - DB 2, Boxes 1-6; DC 2, Box 7

Abstract: Friend Furniture Company, originally called Aurora Furniture, was opened by the Friend family at 9605 East Colfax Avenue in the 1930s. The original Friend Furniture collection (1938-1970) consisted mostly of large bundles of like items tied with string or rubber bands and wrapped with brown paper. Representative groups of bundles were selected for the permanent collection and are now divided into smaller packets, labeled and tied with archival tape.

Arrangement: The collection consists of seven boxes of business documents such as checks, invoices, cash receipts, cash register tapes, bank statements, sales slips, pink slips, contracts, deposit lists, cancelled checks, and petty cash receipts.

Contents

Box 1: 1938-1946

Folders 1941: Expenses and tax records
 Invoices
 Wm. Volker & Company invoices – January-December
1941-42: Cash receipts, duplicates, other receipts
1945-46: Check stubs
 Duplicate receipts books
Packets 1938: Expenses – April-December. Packet of five spiral notebooks, one receipt book
1939: Book of expenses – January-September
1940: Check stubs – June-December
 Check stub books – January-December and July-December
 Bank statements – September-November
1941: Journals (3)
 Check Stubs – January-June
 Department of Revenue envelope of sales tax returns
1942: Check stub books – January
1946: Cash register tapes – January-June

Box 2: 1945-1946

Folders 1945-46: Invoices & miscellaneous
1946: Property expenses
 Sales tax returns
Packets 1945-46: Contracts - Chattel Mortgage & Installment Notes, by customer (6 packets)
1946: Cash register tapes – July-December
 Sales slips
 Bank statements and cancelled checks
1946: Bank statements and cancelled checks – January-December
1946-47: Deposit duplicates, Bank of America

Box 3: 1950-1956

Folders 1950-52: Sales records
1954-55: Photo of Bank of America Board of Directors, including George Friend,
loose receipts and statements
Packets 1951: Receipts, in alphabetical order by customer
1956: Petty cash receipts January-June, July-December
Bank of America cancelled checks and bank statements January-December

Box 4: 1956, 1961

Packets 1956: Pink slips
Cash register tapes
1961: Petty cash receipts
1961: Bank statements and cancelled checks Bank of Aurora (January-August), American
National Bank (August-November)
Contracts (chattel mortgage and installment notes) by customer
Cash register tapes, by date

Box 5: 1961, 1962-65

Packets 1961: Pink slips
Sales Slips
1961-62: Receipt book
1962-66: Petty cash receipts
1966: Contracts (Chattel mortgages and installation notes) by customer
Cash register tapes

Box 6: 1966-67

Packets 1966: Pink slips
Sales receipts
1967: Sales receipts
Petty cash receipts
Contracts (Chattel mortgages and installation notes) by customer
Pink slips
Cash register receipts

Box 7: 1967-1970

Packets 1967-70: Ledger sheets
1970: Contracts (Chattel mortgages and installation notes) by customer
Sales slips
Pink slips