



## Dalhousie University Archives

### Finding Aid - H.L. Ruggles fonds (MS-4-168)

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# H.L. Ruggles fonds

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## Summary information

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<b>Repository:</b>	Dalhousie University Archives
<b>Title:</b>	H.L. Ruggles fonds
<b>Reference code:</b>	MS-4-168
<b>Date:</b>	1925-1968 (date of creation)
<b>Language:</b>	English
<b>Physical description:</b>	7 cm of textual records (6 folders)
<b>Note [generalNote]:</b>	Preferred citation: [Identification of item], H.L. Ruggles fonds, MS-4-168, Box [box number], Folder [folder number], Dalhousie University Archives, Halifax, Nova Scotia, Canada.

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## Administrative history / Biographical sketch

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### Note

H.L. Ruggles was a wholesale grocer in Bridgetown, Nova Scotia.

### Custodial history

Materials were donated to Dalhousie University in 1981. Prior to that, they were in the custody of H.E. Ruggles.

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## Scope and content

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Fonds contains business records and personal correspondence of H.L. Ruggles. Financial records primarily relate to Ruggles' wholesale grocery business, but some materials relate to the settlement of his mother's estate. Personal correspondence involves the settlement of his mother's estate.

## Notes

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### Title notes

### Arrangement

Files are listed in their physical order.

### Restrictions on access

There are no access restrictions on this fonds. It is open for research.

### Conditions governing use

Materials do not circulate and must be used in the Archives and Special Collections Reading Room.  
Materials may be under copyright. Contact departmental staff for guidance on reproduction.

### Accruals

No further accruals are expected.

### Other notes

- **Publication status:** Published

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## Access points

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- Textual record (documentary form)
- Account books (subject)
- Business enterprises (subject)
- Business records (subject)
- Correspondence (subject)
- Grocery trade (subject)
- Merchants (subject)
- Nova Scotia--Commerce (subject)
- Personal archives (subject)
- Bridgetown (N.S.) (place)

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## Collection holdings

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### **File: MS-4-168, SF Box 45, Folder 34 - Invoices, receipts, and other financial documents**

Title: Invoices, receipts, and other financial documents

Reference code: MS-4-168, SF Box 45, Folder 34

Date: 1948-1949 (date of creation)

Scope and content:

File contains receipts, invoices, account statements, and bank slips. Some materials are handwritten notes with financial calculations.

Physical description: 0.5 cm of textual records

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### **File: MS-4-168, SF Box 45, Folder 35 - Correspondence with B.W. Roscoe regarding the estates of H.L. Ruggles' parents**

Title: Correspondence with B.W. Roscoe regarding the estates of H.L. Ruggles' parents

Reference code: MS-4-168, SF Box 45, Folder 35

Date: 1937-1950 (date of creation)

Scope and content:

File contains letters between B.W. Roscoe and H.L. Ruggles regarding the estate of Ruggles' parents.

Physical description: 0.5 cm of textual records

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### **File: MS-4-168, SF Box 45, Folder 36 - Bank slips and other materials**

Title: Bank slips and other materials

Reference code: MS-4-168, SF Box 45, Folder 36

Date: 1929-1931 (date of creation)

Scope and content:

File contains slips from the Royal Bank of Canada, account statements, and other financial records.

Physical description: 0.3 cm of textual records (1 folder)

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**File: MS-4-168, SF Box 45, Folder 37 - Papers related to the estate of H.L. Ruggles' mother**

Title: Papers related to the estate of H.L. Ruggles' mother

Reference code: MS-4-168, SF Box 45, Folder 37

Date: 1925-1931 (date of creation)

Scope and content:

File contains invoices, insurance certificates, and correspondence from B.W. Roscoe regarding the estate of H.L. Ruggles.

Physical description: 0.3 cm of textual records

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**Item: MS-4-168, Volume 1 - Expense ledger**

Title: Expense ledger

Reference code: MS-4-168, Volume 1

Date: January 5, 1946 - April 29, 1961 (date of creation)

Scope and content:

File contains a bound expense ledger (cash journal) that records cash book totals from 1946 to 1961.

Physical description: 3 cm of textual records

Physical condition:

Cover is warped and water damaged.

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**Item: MS-4-168, Volume 2 - Cash book**

Title: Cash book

Reference code: MS-4-168, Volume 2

Date: July 13, 1965 - August 15, 1968 (date of creation)

Scope and content:

Item is a bound cash book that Ruggles used to record daily cash transactions.

Physical description: 2 cm of textual records

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