Box 1:
NATIONAL HEADQUARTERS SITE

Basic Historical Material (GHQ & Central Office)
604 E. Green St., Champaign (NHQ from 1918-31)
707 S. Wright St., Champaign (NHQ from 1931-41)
   Property Tax Records, 1936-39
Proposed NHQ on Daniel St. (never built), 1932
627 & 629 E. Green St., Champaign (NHQ from 1941-65)
   Property Tax Records, 1942-65
Site Investigation and Design Compilation, 1953-54
107 E. Green St., Champaign (NHQ from 1965-82) (see boxes 3-4 for oversize material) -
   General Information, 1965-82
   Abstract of Title, 1922, 1964
   Campaign Mailings and Material, 1964-65
   Cornerstone Laying and Time Capsule, 1965
   Decatur Fund Tax Information, 1973
   Photographs and Artwork, 1965-1982
   Property Tax Records, 1982
   Site and Construction, 1965 (includes photos)
   Title Guaranty Policy, 1965
4001 W. Kirby, Champaign (NHQ from 1982-95) (see box 4 for oversize material) - General
Information, 1981-82
   As Elks Club, 1970's (includes photos)
   Acquisition and Development, 1981
   Acquisition and Development, 1982-84
   Land Transfer (Fraternity to Foundation), 1981-83 (2 folders)
   Library Fund Appeal, 1982
   Midwest Telephone, 1996-1997
   Proposed Leadershape Institute, 1983-86 (includes photos)
   Photographs and Artwork, 1981-84
   Photos
      3 Months Before Move to Indianapolis, 1995
      Gulf War Ribbon, 1991
      Moving Day, 1995
   Real Estate Tax Exemption, 1981-83, 1989
   Renovation/Dedication, 1981-82 (2 folders)

Box 2:
   Renovation/Dedication, 1982
   Renovation/Pre-Dedication Photos, 1982-95
   Renovation, 1991
   Sale to Bible Baptist Church and after, 1995
803 Phoenix, Champaign (used from 1995-97)
   (condo owned by ATO and used for processing of ATO Archives after Headquarters
    move to Indianapolis)
141 E. Washington St., Suite 300, Indianapolis, IN (NHQ from 1995-98)
Indianapolis Canal Park (to include ATO NHQ that never left planning stage) ribbon cutting,
   1996
Plans for Canal Park, 1996

1 N. Pennsylvania, Indianapolis, IN (NHQ from 1998-)

Blueprints, 1998

Box 3:
NATIONAL HEADQUARTERS STAFF

Challenge Exercises, 1990-91 (all photos)
Employee Handbook, 1999-2004
Non-ATO Men, 1988-89 (includes photos)
Personnel Files, Staff Leadership Consultants, 1995-97

Photos, At Work, 1992-93

Stephen Siders and NHQ Construction

General, 1993-94
Staff Party, 1991
Staff, Race Cars, 1996 (see 41/92/20 box 4 for slides)

Box 4:
Centennial Guest Register from 107 E. Green, 1965

Box 5:
National Headquarters Guest Registers
41/92/007

107 E. Green, 1965-81
4001 W. Kirby, 1982-94

Box 6:
NATIONAL HEADQUARTERS DÉCOR

ATO Founders Portraits Information, Otis A. Glazebrook, 1933-34, 1980 (includes photos)
   Alfred Marshall, 1979-80 (includes photos)
   Erskine M. Ross, 1952, 1980 (includes photos)
WGC Portraits Information, Paul R. Hickok (1908-10), 1932, 1946, 1950, 1966
   Claude T. Reno (1931-33), ca 1934, 1961, 1965
   Sidney B. Fithian (1933-37), 1965, 1978
   Albert A. Wilbur (1941-46), 1965, 1978
   Lawrence A. Long (1956-58), 1989
   Gerald E. Johnson (1958-62), 1983
   William E. Berry (1975-78), ca mid-1980s, 1987-88, 1990-91 (includes photos)
   Patrick I. Brown (1978-82), 1987
   David R. Thomas (1982-86), 1989
   General, 1980, 1989

Box 7:
Staff Affidavits, 1995
General Headquarters Staff Meetings, 1973-76 (2 folders)

Headquarters Salary Book, 1938-70 (5 folders)

Box 8:
ATO NHQ Staff

- Information, 1988-1996
- Goals and Objectives, 1992-94
- Policies and Procedures, Job Descriptions, 1990-93
- Job Descriptions, 1994
  - Board, National President, Executive Director

Employee Savings and Retirement Plan

- Administrator’s Guide and Plan, 1993
- Employee Data Forms and Correspondence, 1994-4995 [RESTRICTED]
- Correspondence and Summary/Plan, 1991, 1993
- Plan and Forms, 1991, 1993
- Amendment, 1994
- Amendments (1 and 2), 1992

Applications/Resumes for ATO Executive Director’s Position, 1996

Box 9:
ATO National Fraternity Financial

- Annual Reports & Audit Correspondence, 1979-1980
- Budget, 1992-1993
- Budget Draft, 1996-1997
- IRS/Correspondence, 1976-1977
- Insurance Property Certificates, 1994-1995

ATO NHQ
Headquarters Lease Agreement 1988-1995

Headquarters Lease Agreement, 2011-2017

4001 W. Kirby

A-1 Alarm System Correspondence, 1982
A&R Mechanical Contractors Correspondence, 1981-1982
C.D.s for Construction, 1982
Coleman Electrical Service Correspondence, 1981-1982
Construction Bills, 1981-1982
Correspondence, 1981-1982, [1 of 2]
Correspondence, 1993 [2 of 2]
Don Doney & Associates Correspondence, 1981-1982
Felmley-Dickerson Co. Correspondence, 1981-1982

Box 10:

Furniture, 1981-1983
Guillot Architects, 1981-1982 (includes photos)
Phone Service, Caller’s Plus, 1993-1995
Preparation of and Move to Headquarters at 4001 Kirby, 1981-1982
Preparation for Sale, 1994-1995
Real Estate Transaction to Bible Baptist Church, 1997
Renovation

Decorating, 1991
Furniture, 1991
Champaign National Bank Resolutions, 1986
Box 11:

Rental of Champaign House Correspondence, 1995

803 Phoenix
Condo, 1980-1990
Condo, 1993-1995
Condo Sale, 1997

ATO Pension Trust
Correspondence and Statements, 1953-1976
Maragret M. McDonnell, Clema Parker, & Dorthy Wooldridge, 1970-1972
Pension Register & Statements, 1953-1973

Bequest of Founder Erskine M. Ross 1936-1940
Continental Motors - Leased Car, 1983-1986
ATO Conference Center Correspondence, 1985
One North Penn Confidential Offering Memorandum [RESTRICTED]

NHQ Leases, 1988-
Appraisal for 4001 West Kirby, 1988

Photos
Candids in Office, 1968
Green Street, nd
Pennsylvania Ave, nd

Portraits
Alice Faron, 1986
J.E. Johnson and Roe Huffington, 1987
Russ Snyder, nd
Stewart Daniels, 1968