

Guide to the Lucy Lewton Papers BC20.15

Finding aid prepared by Dinah Handel

This finding aid was produced using the Archivists' Toolkit

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Describing Archives: A Content Standard

Barnard Archives and Special Collections

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3009 Broadway

New York, New York, 10027

212.854.4079

archives@barnard.edu

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Summary Information

Repository	Barnard Archives and Special Collections
Creator	Lewton, Lucy
Title	Lucy Lewton Papers
Date [inclusive]	1918-1965
Extent	5.61 Linear feet ; 1 full size document box, 6 custom size document boxes
Physical Location	This collection is stored offsite and advance notice is required for access. To use this collection, please contact the Barnard Archives and Special Collections at 212.854.4079 or archives@barnard.edu .
Language	English
Abstract	This collection consists of the scrapbooks and correspondence of Barnard College alumna Lucy Lewton.

Preferred Citation

Lucy Lewton Papers, 1918 - 1965; Box and Folder; Barnard Archives and Special Collections, Barnard Library, Barnard College.

Collection Scope and Content Summary

This collection contains the scrapbooks, correspondence, and other miscellaneous materials of Barnard College alumna Lucy Lewton. Included in the collection are programs, fliers, letters and postcards, clippings, drawings and photographs, and personal items such as a dance card. Items in the collection are primarily from Lewton's time at Barnard from 1918 - 1922; however, some theater playbills and programs range in date from 1923 to 1965.

Collection Arrangement

The collection's contents have been placed into seven boxes. Due to the condition of one of the scrapbooks, pages, correspondence, and other miscellaneous items have been removed from their original order, undergone preservation, and rehoused in custom sized boxes. Boxes 1 - 4 contain scrapbook volumes. Boxes 5 and 6 contain artifacts that accompanied the original scrapbook. Box 7 contains correspondence and other personal papers from the original scrapbook that has been rehoused into folders and organized in chronological order.

Administrative Information

Publication Information

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Access

This collection has no restrictions.

Publication Rights

Permission to publish material from the collection must be requested from the Barnard Archives and Special Collections. The Barnard Archives and Special Collections approves permission to publish that which it physically owns; the responsibility to secure copyright permission rests with the patron.

Reproduction Restrictions

Photocopies or scans may be made for research purposes.

Accruals

No additions are expected.

Acquisition Information

The acquisition date and source is unknown.

Processing History

This collection was processed and the finding aid written by Dinah Handel, August 2015.

Controlled Access Headings

Genre(s)

- Scrapbooks

Subject(s)

- Academic rites and ceremonies
- Barnard College--Alumni and alumnae
- Student activities
- Theater
- Women's colleges--New York (State)--New York

Collection Inventory

	Box
Scrapbook, 1918-1924	1
Scrapbook, 1920-1934	2
Scrapbook, 1916-1965	3
Scrapbook Accompanying Materials, 1919 - 1934, undated	4
Scrapbook Accompanying Materials (Unspecified Honor), 1922	5
Scrapbook Accompanying Materials (Plastic Lion Figure), undated	6
Scrapbook, 1920-1932	7