
W. MENZ & COMPANY

BRG 94
Series list

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Family tree diagram which includes the following family members:

Johanne (John) Menz (1818-1860) m. Magdalena Elisabetha Lass (1819-1895); William (1849-1898); August Hermann (1855-1922) m. Wilhelmine Henrietta Adelaide Menz (1865-1951); Emma (1858-1914) m. Oscar Basedow; Lina; Hermann Victor (1890-?) m. Emmie Margaret Menz; Anna Magdalena Augusta (1891 - 1955); Wilhelm Oscar (1896-?) m. Marjorie Shepherd; Margaret Emmie (1919); William John (1921); Barbara Ann (1924); Joan Stuart (1925); Helen Ruth (1928)

Note: Due to the nature of the business prior to incorporation in 1919, some private records are amongst business records and vice versa.
Such instances are usually noted in the series descriptions.

Administrative history

John Menz and Magdalena Lass arrived in Adelaide aboard the Steinwaerder in January 1849¹ and in May of that year, they married at Holy Trinity Church². About 1850, they established a grocery and bakery shop in Wakefield Street, Adelaide.³

After John Menz died in 1860, Magdalena continued to run the business and raise the four children, William, August, Emma and Lina. About 1867, William left Messrs

G. Wood & Son, & Co. to take over the operation of the business from his mother⁴;
August joined in 1878.

Under the control of the two brothers, a number of changes were made to the activities of the business. In the 1880s biscuit production was increased and the grocery trade ceased⁶. During 1892-93 new equipment was installed to facilitate increased confectionary production. By this time, the business was trading under the name of W. Menz & Co. William died in 1898. Soon after, Hermann, a son of August, joined the business. In 1917, the bread section was sold to Mr. W.J. Hill.⁷

In 1919, W. Menz & Co. Ltd. was established to take over from August Menz the firm of W. Menz & Co. In effect this was simply the incorporation of W. Menz & Co. as a limited company pursuant to the Companies Act 1892.⁸ A number of shares were then issued to members of the Menz family.⁹ Control of the company was nominally vested in a Board of Directors of which August was the first chairman. In 1935, the Company became a private company pursuant to the Companies Act 1934 and in 1951 it became a public company. Following a number of financial arrangements in the 1960s and 1970s, the business by 1979 was part of Arnott-Motteram-Menz.

The activities of the company have at times included the distribution in South Australia of other companies' products. For example, agreements were made with Rowntree & Co. (Aust.) Pty. Ltd.¹⁰ and A.W. Allen Ltd., Melbourne¹¹ in the 1950s and 1960s.

From 1850 to 1952, the operations of the company were centred at the Wakefield Street premises. By mid 1953, production at the Marleston premises had commenced¹² and by the end of 1953, all biscuit plant had been transferred there¹³. The offices were transferred in 1960s and lastly, the remaining operations (some confectionery manufacture and the enrobing of chocolate biscuits) in 1979.

References

1. For J. Menz, SAA 313/49/2A.
For N. Menz, The Adelaide Observer, 19 Oct. 1895, p.14e (obituary).
2. Series 127.
3. 1850 is often referred to as the year of establishment. However, according to the obituary of Magdalena Menz (The Adelaide Observer, op.cit.), she established the business while her husband was at the Victorian goldfields which were discovered in mid-1851.
4. Obituary of William Menz, The Adelaide Observer, 2 Apr. 1898, p.15a.
5. *ibid.*
6. Specific dates for these changes vary from source to source. See series 112-115.
7. Series 37.
8. Memorandum and articles of association of W. Menz & Co. Ltd., 1919, p.3
9. *ibid* p.5.
10. Report and Balance Sheet, 30 June 1954.
11. *ibid.* See also the price lists for the 1940s (series 104) for an indication of the number and range of products which were distributed.
12. Report and Balance Sheet, 1953.
13. Report and Balance Sheet, 1954.

Minutes and correspondence

- Rough minute book of general meetings.
1920-ca.1953. 1
- Letters sent (copies) .
1907-1916 2
- Correspondence from Germany relating to job applications.
1913. 1 cm.. 3
- Correspondence relating to job applications.
1937-1939. 2 cm..
1. position of female junior clerk, 1937,
2. position of salesgirl, 1939,
3. position of stenographer, 1939. 4
- Correspondence relating to the directors.
1948. 1 cm. 5
- Correspondence relating to fire alarms.
1956. 1 cm.. 6
- Correspondence about distribution of shares to employees.
1918. 1 cm. 7
- Letter relating to capital, reserve funds and income tax.
1929. 3 folios. 8
- Letter of thanks from the Officers, 1st. Battalion, Militia Infantry, for a gift.
1889. 1 folio. 9

Finance and production

- Reports and balance sheets.
1951-1962. Printed. 1 cm. 10
- Profit and loss accounts and balance sheets.
1893/94 - 1918/19. 4 cm..
The items are arranged, as originally, according to financial
period which in most cases is either calendar or financial year.
See also series 64, 67 and 154. 11
- Stock inventories and book debts, sundry creditors and sundry debtors lists
ca.1896 - 1926/27. 50 cm..
The items are arranged, as originally, according to financial period
which in most cases is either calendar or financial year. Some of
the types of records are not extant for certain financial periods. 12

Abstract of dubious debtors, account book and sundry debtors lists 1879-1909. 3 cm.. 'Abstracts of dubious debtors as per bad and doubtful ledger' is dated January 1891; it lists names and amounts owed. The a ccount book, 1879-1884, lists names, amounts owed and paid and dates. The index to it is in two parts. The sundry debtors list, 1879-1909, includes names of debtors and amounts owed.	<u>13</u>
Stock inventories, bank book and cash book. 1913-1920. 1 cm. The inventories, May and October 1920, are attached to the cash book, 1913-1920. The cash book relates to the bank book, 1913-1920, which is in the name of A.H.Menz.	<u>14</u>
Stock control book. 1928-1931. 1 volume.. Includes ingredients, packing materials and confectionery.	<u>15</u>
Plant inventory, asset and liability statement and correspondence. 1919. 1 cm. Re the valuation of the Wakefield Street premises of W. Menz & Co. prior to acquisition by W. Menz & Co. Ltd.	<u>16</u>
Cash books 1897-1931. 8 volumes.	<u>17</u>
Bread ledger. 1913-1917. 1 volume.. Records daily sales according to customer. The "MD ledger" sometimes referred to is series 20/1	<u>18</u>
Biscuit and confectionery ledgers. 1912-1923. 4 volumes. Records amounts, type and dates of sales to customers and amounts and dates of payments by customers. Volume 1-2.country accounts, 1912-1923 and 1912-1918 Volume 3. suburban and Adelaide accounts, 1912-1917, Volume 4. Adelaide and Mrs. A.H. Menz's accounts, 1912-1918.	<u>19</u>

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- Extracts of ledgers, ledger adjustments and lists of employees
subscribing to war loan savings certificates. 20
1897-1945. 2volumes.
The extracts are of ledgers for Adelaide, suburban and country accounts.
The ledgers include "HL", "Willing's", "CL", "Ritchies" and "Wholesale"
ledgers. These ledgers were not deposited in the Archives.
1. extracts of ledgers, 1897-1917.
2.(a) extracts of ledgers, 1918-23,
2.(b) ledger adjustments, 1930-33,
2.(c) lists of employees subscribing to war loan savings certificates,
1940-1945. See also series 50.
- Ledgers. 21
1895-1919. 4volumes.
Each volume contains a number of ledgers for such accounts as profit
and loss, creditors, debtors, individuals, bank deposits, M.E. Menz trust,
A.H. and W. Menz, plant capital, stock, forage and fuel.
Volume 1. 1895-1898,
Volume 2. 1899-1905,
Volume 3. 1906-1913,
Volume 4. 1914-1919.
- Time books. 22
1917-1947.
Records total hours worked weekly by each employee.
- Quotations and correspondence relating to the construction 23
of oven and drying rooms.
1898. 1 cm. See also series 24.
- Cost book. 24
1898-1907. 1 volume..
Includes costs of the installation of an oven, 1898, removal of two
ovens, 1902, installation of a chocolate dipping machine, 1907, and
the building of a stable, undated. See also series 23.
- Lists of creditors and amounts owed. 25
1898. 1 cm.
One of the lists is related to some of the paid accounts in series 26.
- Paid accounts. 26
1895-1919. 1 cm..
Some of the 1898 paid accounts relate to a list in series 25.
- Accounts for plant. 27
1892-1893. 1 cm..
In 1892, a fire destroyed much plant. These accounts seem to be for
replacements. See series 124/2 for photographs of the aftermath of
the fire.

Record book and papers of overseas and interstate purchases. 1902-1920, 1930. 1 cm (1 volume). The volume, 1902-1920, includes the name of the company or agent in Australia, estimated date of arrival, description of goods, costs and name of freighter for each overseas consignment. The papers, 1930, relate to overseas and interstate purchases and include accounts and correspondence.	<u>28</u>
Sales figures. 1911-1920. 2 volumes. Total weekly sales according to salesman and category (biscuits, confectionery or tins and cases), daily sales for each salesman and sundry sales figures.	<u>29</u>
Production and sales yearly totals. 1938/1939-1948/1949. 5 items	<u>30</u>
Sales and expenses yearly totals. 1907-1920. 1 item	<u>31</u>
Drivers' payin slips and related papers. 1957. 5 cm. Includes totals and itemised lists of sales' amounts. The itemised lists give the amount of each sale for each driver.]	<u>32</u>
Statements of customers' accounts. 1938-1946. 5 cm.. Sample only. Customers' names from Ey to Fo.	<u>33</u>
Papers relating to the production of Army Service Biscuits. 1941-1943. 1 cm. Includes costings, production figures and correspondence.	<u>34</u>
Staff pay record. 1928-1940. 1 cm. One section relates to mechanics, engineers, and travelling and office staffs and the other to storemen, drawers, and biscuit and confectionery staffs. See also series 64.	<u>35</u>
Papers relating to loans to individuals. 1939-1957. 1 cm. 1. T.A.H. Griffiths, 1939, 2. G.F. Patfull, 1951-1952, 3. F.G. Sewell, 1957, 4. A.R. Sowter, 1939, 5. A.M. Williams, 1946-1948. The loans were of money except for that to A.R. Sowter which was of a shop counter.	<u>36</u>
Interest book, loan book and papers relating to a debt of C.P.A. Klein. 1908-1913. 2v. and 1 cm..	<u>37</u>

Papers relating to the sale of the Bread Department 1917. 4 items. Includes an inventory of plant and stocks and a copy of the sale agreement with W. J. Hill	<u>38</u>
Papers relating to deposits in W. Menz & Co. Ltd. 1929-1962. 1 cm. 1. Advice about deposits from accountants and solicitors, 1942. Papers relating to deposits by 2. A.H.G. Baldock, 1933-48, 3. A.M.A. Menz, H.G. Shimmin and D.M. Atkinson, 1933-56, 4. W.H.A. Menz, 1951-52, 5. T.W. Farrington, 1929-62.	<u>39</u>
Correspondence with The Union Bank of Australasia Ltd. 1920-1936. 1 cm.. Relates to overdraft limits and the standing of W. Menz & Co. Ltd. with the Bank.	<u>40</u>
Papers relating to the transfer of ownership of a war gratuity bond. 1921. 2 items	<u>41</u>
Bank deposit record books and record books of bills of exchange promissory notes, cheques, etc. lodged for collection and discount. 1930-1938. 6 volumes. 1-2. Record books of bills of exchange etc., 1930-1938, 3-6. bank deposit record books, 1931-1938. The two record books of bills of exchange etc. and one bank deposit record book, 1931-33, are attached to each other.	<u>42</u>
Current account bank statements. 1942-1948. 5 cm..	<u>43</u>
Receipts of discounted colonial bills (copies). 1939-1940. 1 cm.. Includes name of acceptor, amount, rate, discount, exchange and dates.	<u>44</u>
Treasury bond payments receipts. 1937, 1943-1945. 1 cm.	<u>45</u>
Correspondence relating to a bank guarantee for transactions with the Colonial Sugar Refinery Co. Ltd. 1957-1962. 1 cm.	<u>46</u>
Correspondence relating to a deposit with Argo Investments Ltd. 1958. 4 items	<u>47</u>

Papers relating to shares. 1921-1960. 25 cm.. 1. Southern Air Lines & Freighters Ltd., 1937-1941, 2. Primary Products Ltd., 1920-1924, and Mannuem Maize Co. Ltd., 1925-1951 (these two were the same company; there was a change of name in 1924 or 1925.), 3. Maize Products Pty. Ltd., 1922, 4. Vardon, Price Ltd., 1949-1960, 5. The Adelaide Box Manufacturing Co. Ltd., 1949-1956, 6. Australian Licorice Pty. Ltd., 1924-1960, 7. Industries Assistance Corporation of S.A. Ltd., 1938, 8. Lensworth Finance Ltd., 1956-58, 9. Dunfermline Ltd., 1952-54, 10. W. Silver & Co. Ltd., 1921.	<u>48</u>
Papers relating to the liquidation of Cash and Carry Ltd. 1939-1944. 1 cm. Includes minutes and correspondence of the Committee of Inspection. L. Grummet, for W. Menz & Co. Ltd. was one of the creditors' members on the Committee.	<u>49</u>
Papers relating to war loans 1942-1943. 2 cm.. Includes correspondence, receipts and lists of subscribers. The subscribers included W. Menz & Co. Ltd., employees and members of the Menz family. 1. Austerity War Loan, 1942, 2. Fourth Liberty War Loan, 1943. See also series 19.	<u>50</u>
Papers of the Menz Employees Benefit Fund. 1952-1962. 1 cm.. Includes correspondence and prospectuses. 1. Colonial Sugar Refining Co. Ltd., 1952-1962, 2. Australian Guarantee Corporation Ltd., 1955-1957, 3. Custom Credit Corporation Ltd., 1955-1959.	<u>51</u>
Insurance	
Workmen's compensation and employers' liability policy and related papers 1918-1921. 1 cm	<u>52</u>
Correspondence with The Northern Assurance Co. Ltd. 1922-1923. 1 cm. Relates to insurance rates and payment to H.V. Menz as Local Referee for Northern Assurance.	<u>53</u>
Papers relating to F.H. Potter's life assurance policy. 1924-1941. 1 cm. Includes correspondence, receipts and Annual Bonus Certificates.	<u>54</u>

- Personal accident insurance policies and related papers. 55
1938-1959. 1 cm.
Includes correspondence, receipts and agreements between the insured and W. Menz & Co. Ltd. about compensation payable under the policies.
1. H.W.J. Axford,
 2. A.G. Baldock,
 3. W.T. Heath,
 4. R. Matthewson,
 5. A. Newington,
 6. J.C. Price,
 7. F.G. Sewell,
 8. P.L. Speer.
- Consequential Loss Insurance claim. 56
1940. 1 cm.
- Employees on active service call-up and make-up pay World War II.**
- Details of employees in the services record book 57
1940-1947. 1 volume.. 1 cm.
The volume gives brief details about employees' service records, service pay and make-up pay. An index is at the front of the volume. A number of papers and photographs had been placed in the volume; most of them relate to particular servicemen and so were originally interleaved in the appropriate pages. They have been removed and placed in folders accompanying the volume.
1. Details of employees in the services records book. Folders contain papers re
 2. pay to soldiers, militia trainees, etc., and lists of employees in the services,
 3. O.L. Ainsworth,
 4. A.G. Beaumont,
 5. D.J. Bew,
 6. M.E. Broomhead,
 7. L.J. Crowther,
 8. A.G. Farr,
 9. J. Hogan,
 10. R.K. Lawson,
 11. R.M. Matthews,
 12. H.T. Price,
 13. V.J. Robley,
 14. A.M. Williams.
- Agreements relating to make-up pay. 58
1940-1941. 1 cm.
The agreements, between W. Menz & Co. Ltd. and employees on active service, relate to the payment of the difference (or half-difference) between civil and military pay to nominated persons or to trust accounts.
- Trust account passbooks for make-up pay. 59
1940-1950. 9 cm.
The accounts were opened for employees in the services; make-up pay was deposited in these accounts. Correspondence and declarations have been attached to some of the passbooks.

Receipts for make-up pay. 1941-1946. 1 cm.. The receipts are mostly for make-up pay paid directly to nominated persons; some are for money from make-up pay trust accounts paid to nominated persons. 1. A.H.G. Baldock, 2. P.G. Dalwood, 3. E.R. Galpin, 4. J. Good, 5. A.J. Martin, 6. A.M. Williams.	<u>60</u>
Active service employees make-up pay lists. 1940-1946. 1 cm.. Includes the names of employees, amounts of make-up pay and dates of payments.	<u>61</u>
Correspondence relating to the call-up of employees and make-up pay 1940-1946. 2 cm..	<u>62</u>

Income, land and other taxation.

Papers relating to land tax for Wakefield Street (PTA 299) and Beulah Road, Norwood properties. 1911-1921. 2 cm.. 1. Returns for Wakefield St. and Beulah Rd. properties, 1911-1919/20, 2. Notices for payment of land tax and schedules to notices of assessment of land tax for Wakefield Street, and Beulah Road properties, 1912/13 - 1913/14, 3. Declarations, 1916-1918, 4. Papers re Notice of Objection to Wakefield Street property assessment, 1914, 5. Land Tax Assessment Notices for Beulah Road property, 1910-18, 6. specimen forms and circulars, 1921 and undated, 7. Notices for payment of land tax and related receipts for Wakefield Street property, 1913-1920, 8. land tax assessment notices for Wakefield street property, 1910, 1915. Items 1-4 and 6 relate to Commonwealth taxation and items 5, 7, 8 to State taxation. Items 1-5 relate to property owned by A.H. Menz and items 7-8, by H.V. Menz.]	<u>63</u>
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The following series, 64-67, were originally bound together as the World War I bundle

- Federal income tax returns (copies) and related papers. 64
1914/15 - 1920/21. 2 cm..
Includes returns for
1. A.H. Menz, 1914/15 - 1919/20,
2. H.V. Menz, 1914/15 - 1918/19,
3. W.H.A. Menz, 1919/20, 1920/21,
4. Miscellaneous papers, 1915-17.
Note: profit and loss accounts, lists of employees and wages and other papers re W. Menz & Co. are with the returns of A.H. Menz for 1914/15 - 1918/19. During this period, A.H. Menz constituted the firm of W. Menz & Co., hence the returns are in his name rather than the company's. This practice was discontinued in 1919 when W. Menz & Co. was incorporated.
- Correspondence relating to War Precautions (Enemy Shareholders) Regulations, 1916. 1917. 3 items 65
- Wealth and Income Cards (copies) and related papers (War Census). 66
1915. 1 cm..
The cards relate to the War Census and were completed for A.H., A.M.A., W.H.A., W.O. and H.V. Menz. Includes a newspaper cutting about the War Census.
- Papers relating to the War-time Profits Tax 67
1911-1918. 1 cm..
Includes copies of a return, 1918, balance sheets, 1911, 1913, 1917-18 and profit and loss accounts summarising expenditure, depreciation and profits, 1911, 1913.
- Records relating to premises according to location,
Part Town Acre 299, Divett Pl. to Roper St., Wakefield St.**
- Assignments of leaseholds. 68
1850-1860. 2 cm..
- Judgement by Judge B. Boothby. 69
1854. 3 pages.
- Receipt for payment for F. Batting's leasehold interest. 70
1871. 1 item.
- Fire insurance policies and receipts. 71
1881-1884. 1 cm..
- Memoranda of encumbrance. 72
1898. 1 cm..

Papers relating to factory alterations and fittings 1911-1913. 2 cm. Includes quotations, correspondence, accounts and receipts re: 1. C.H. Martin, carpenter and builder, 2. quotations for fittings and A.O. Ehmcke, engineer, 3. Small & Shattell, engineers, 4. other contractors.	<u>73</u>
Correspondence relating to the Cottrell Estate cottages. 1912-1952. 1 cm. 1. Blocking of light by the cottages, 1912-1926, 2. intended lease or purchase, 1932.	<u>74</u>
Papers relating to the buying of premises, Roper Street side of PTA 299. 1915. 1 cm.	<u>75</u>
Valuator's notices. 1913-1919. 1 cm..	<u>76</u>
Waterworks and sewers accounts and receipts. 1915-1919. 1 cm.	<u>77</u>
Rate notices and receipts 1914-1920. 1 cm.	<u>78</u>
Advice of transfer of land and notices of alienation. 1919. 1 cm. The transfers were from A.H. and H.V. Menz to W. Menz & Co. Ltd.	<u>79</u>
Correspondence relating to a building line dispute, Roper St. side of PTA 299. 1920. 1 cm..	<u>80</u>
Papers relating to the leasing and buying of premises, Divett Place side of PTA 299. 1920-1948. 1 cm. Includes correspondence and agreements for leasing and purchase.	<u>81</u>
Plans. 1921, 1925. 3 items.	<u>82</u>
Papers relating to the former Wheelwrights' Arms Hotel. 1921-1946. 1 cm.. Includes notices and receipts of mortgage repayments, correspondence, memorandum of mortgage and extension of mortgage agreement.	<u>83</u>
Quotation for underpinning walls. 1935. 1 page.	<u>84</u>

Papers relating to a proposed airconditioning
and cooling system. 85
1933. 1 cm..

Correspondence and plans relating to a car park. 86
1955. 1 cm..

Part Town Acre 298 east side of Roper St.

Correspondence relating to leasing and buying of the premises. 87
1921-1951. 1 cm.
Includes papers re installation of a petrol bowser, correspondence,
Memorandum of Mortgage, agreement for extension of mortgage
and receipts.

Stable licences. 88
1923-1925. 1 cm..

Correspondence relating to an overhanging drain. 89
1954. 1 cm..

Marleston

(Otherwise known as Richmond Park or Kurralta Park.)

Papers relating to grazin rights 90
1940-1950. 1 cm.

Papers relating to the purchase and resale of land. 91
1951-1955. 1 cm.

Papers relating to the replacement of a fence. 92
1950-1951. 1 cm.

Mortgages (copies) and related correspondence 93
1951-1953. 1 cm.

Papers relating to the construction of buildings 94
1951-1954. 3 cm.
Includes correspondence, accounts and other financial papers.

Papers relating to paving and roadworks. 95
1956-1957. 1 cm..

Miscellaneous

Memoranda and articles of association. 96
1919, c.1941, 1951(?). 1 cm.
Memorandum and Articles of Association, 1919 and 1951(?).
Articles of Association, c.1941.

Papers relating to registration as a private company. 1935. 1 cm..	<u>97</u>
Notices of extraordinary general meetings. 1921, 1941. 3 items.	<u>98</u>
Proxys. 1920-1922. 1 cm.. Three were written by A.M.A. Menz and two by W.H.A. Henz.	<u>99</u>
Cancelled scrip. 1920-1951. 1 cm..	<u>100</u>
Notices of a change of address of the registered office. 1925. 1 cm.	<u>101</u>
Certificate of incorporation. 1919. 1 item.	<u>102</u>
Account from solicitors for conversion of W. Menz & Co. to a company pursuant to the Companies Act 1892. 1920. 1 item.	<u>103</u>
Payment notices from the Registrar of Companies' Office. 1920-28. 1 cm.	<u>104</u>
Price lists and catalogues. 1908-1960. 2 cm.. Price lists: Christmas confectionery, 1908; biscuits and confectionery, 1909, 1915; confectionery, 1930; chocolates and confectionery, 1940, 1941. Catalogue: chocolate moulded novelties, undated.	<u>105</u>
Papers relating to H.V. Menz's proposed work experience in Germany 1910. 1 cm. Includes correspondence, permit to reside in Dresden and an agreement with the firm of Petzold and Aulhorn.	<u>106</u>
Indentures of Apprenticeships and related papers. 1913-1959. 1 cm. The indentures are for L. Webster, 1913; T. Coon, 1916; J.Grieve, 1922, and C. Light, 1959.	<u>107</u>
Contract and related papers for the employment of W. Kafer. 1915. 1 cm..	<u>108</u>
Papers relating to the appointment of C.A. Conway as Public Officer. 1920. 1 cm..	<u>109</u>
Papers relating to the buying of an electric advertising sign. 1923-1924. 1 cm..	<u>110</u>

Celebration lunch and dinner menus. 1925, 1950. 3 items.	<u>111</u>
Papers relating to trade marks and names. 1927-1928, 1940. 1 cm.. Includes applications for registration of a trade mark and correspondence relating to 'Valencia', 'Babs', 'Sweet Nell', and 'Humpty Dumpty' trade names.	<u>112</u>
Printed historical note and illustrations. c.1894. 2 pages.	<u>113</u>
Newspaper cuttings. 1913, 1979. 3 items. Articles about W. Menz & Co. Ltd. Published in <i>The Register</i> , 13 September 1913, and <i>The Advertiser</i> , 14 June 1979.	<u>114</u>
Article about W. Menz & Co. Ltd. c.1934. 2 folios. (2 copies) Article appears to have been prepared by a publicity firm for the Handbook of Australian Industry.	<u>115</u>
A Hundred Years of Progress. 1950. 1 volume.. The booklet was published to commemorate the centenary of the company's establishment.	<u>116</u>
Printing blocks for A Hundred Years of Progress. 1950. 25 cm..	<u>117</u>
Calendar. 1934. 1 item.	<u>118</u>
Petrol ration tickets 1942-1947. 3 cm	<u>119</u>
Assignment of rights to a carton design 1936. 1 item. The signatories are L. Longstaff and C. Barlow.	<u>120</u>
Papers relating to G.L Schmidt's employment 1961-1962. 1 cm Includes a report about his suitability for employment, life assurance policy and correspondence about certain financial matters on his resignation.	<u>121</u>
Display cards 1954 & undated. 2 items	<u>122</u>

Certificates of incorporation on conversion to a proprietary company 1963. 2 items The certificates are for Mundoo Pty Ltd and Porta Pty Ltd.	<u>123</u>
Photographs ca.1880-1950. 1 metre Includes photos of staff, premises and miscellaneous views.	<u>124</u>
Film on biscuit making 1934. 1 reel, 16mm, B&W, silent. A full record for this film can be found on the Archival database.	<u>125</u>
John and Magdalena Elisabetha (nee Lass) Menz	
Baptismal certificate. (M.M.) 1837. 1 item.	<u>126</u>
Military ballot certificate. (J.M.) 1838. 2 pages. Includes a fitness classification.	<u>127</u>
Marriage certificate. 1849. 1 item.	<u>128</u>
Certificate of naturalization.(J.M.) 1850. 1 item.	<u>129</u>
Certificate of Oath of Allegiance. (J.M.) 1850. 1 item.	<u>130</u>
Application for burial plot. (J.M.) 1860. 1 item.	<u>131</u>
Undertakers bill for burial. (J.M.) 1860. 1 item.	<u>132</u>
Probate. (J.M.) 1860. 1 item. Includes a copy of his will dated 1860.	<u>133</u>
Statement of account of J. Menz Estate with Bennett and Barton. 1866. 1 item.	<u>134</u>
Memorandum acknowledging receipt of probate on J. Menz's estate and conveyance of Part Town Acre 299 to W. Menz. 1879. 1 item.	<u>135</u>
Will (M.E.M.) 1879. 1 item.	<u>136</u>

Papers relating to shares in the National Bank of Australasia. 1858-1896. 1 cm. Receipts for deposits, calls and allotments of shares and correspondence.	<u>137</u>
Lima Menz	
Baptismal certificate. 1860. 1 item.	<u>138</u>
William Menz	
Birth certificate extract. 1879. 1 item.	<u>139</u>
Baptismal certificate extract. 1860. 1 item.	<u>140</u>
Confirmation certificate. 1864, 1 item.	<u>141</u>
Memorandum acknowledging deed of settlement of marriage, transfer of lease of Grays Inn and Life [Insurance] Policy. 1886. 1 item.	<u>142</u>
Payments and receipts book. 1875-1893. 1 volume. Includes records of bank account payments and drawings and payments and receipts relating to shares, loans, fixed deposits, etc.	<u>143</u>
Investments Book. 1875-1897. 1 volume.. Itemises investments which include Wakefield St. property, shares, bank fixed deposits and loans.	<u>144</u>
Income and expenditure notebooks and related papers. 1897-1898 and undated. 2volumes. One notebook records the origin and amount of income received and dates and amounts of bank deposits and the other records income and expenditure.	<u>145</u>
Correspondence and statement relating to a bank account. 1897. 1 cm.. The account was with the Bank of Adelaide, London.	<u>146</u>
Bank account record book undated. 1 volume.	<u>147</u>
Circular from Leinster Mark Master Masons Lodge. 1898. 1 item.	<u>148</u>

Doctor's note on W. Menz's illness. 1898. 1 item.	<u>149</u>
Draft of will and related papers. undated. 1 cm.	<u>150</u>
Income tax assessment notice and receipt. 1898. 2 items.	<u>151</u>
The Adelaide Turn-Verein Rules. undated. 3 copies.	<u>152</u>
Papers relating to shares. 1886-1899. 5 cm.. 1. Hannan's "Croesus" Gold Mining Co., 1894-1896, 2. The Young Mount Morgan Gold Mining Co. Ltd., 1894, 3. Forest Range Gold Co. Ltd., 1888-1892 (includes scrip, lists of Adelaide and Melbourne subscribers, the company's financial papers, correspondence and an agreement between some shareholders for the buying of the company's property.), 4. Kingsley Hall Consolidated Gold Mining Co. N.L.91 1896, 5. The Lake View Extended Gold Mine (W.A.) Ltd., 1899, 6. Manbell North Mining Co. Ltd., 1887, 7. The Reefers' Trident Gold Mining Co., 1896, 8. Dowling Forest Estate Gold Fields Co., undated, 9. Perth Tramway and Investment Co., 1890, 10. Tom Elliott's Mount Higgins Extended Gold Mining Co., 1895, 11. Slug Hill Prop. Gold Mines Co., 1897, 12. The Midas Extended Gold Mining Co. N.L., 1886-1889, 13. telegraphs and memoranda, 1889.	<u>153</u>

William Menz Estate

Financial statements. 1897-1898. 1 cm.. Includes profit and loss and liabilities and assets statements of W. Menz & Co., accounts and rough notes.	<u>154</u>
Papers relating to Wakefield St. premises. 1898. 1 cm.. Includes correspondence and accounts relating to its valuation and transfer to A.H. Menz and C.A. Witting, executors of W. Menz.]	<u>155</u>
Covering letter for Estate and Succession Duty accounts. 1898. 2 pages. The accounts were not with the letter when it was deposited, nor have they been located.	<u>156</u>

Papers relating to shares. 1898-1927. 1 cm.. 1. Papers relating to a share in Le Fevre's Peninsula Section 782, 1898-1927, 2. miscellaneous papers, 1898, 1904.	<u>157</u>
Accounts for legal services. 1898. 6 pages.	<u>158</u>
Financial statement relating to the beneficiaries of the Estate. undated. 1 item. The statement lists the beneficiaries, amounts to be paid to each and assets of the Estate.	<u>159</u>
Receipts and paid accounts. 1897-1918. 1 cm..	<u>160</u>
Cash book. 1898-1918. 1 volume.	<u>161</u>
August Hermann and Wilhelmine Henriette Adelaide Menz	
Marriage certificate. 1889. 1 item.	<u>162</u>
Letter of condolence following W. Menz's death. 1898. 1 item.	<u>163</u>
Contents list of a box of W.H.A. Menz's financial and other papers. c.1930s. 1 item. Most of the listed items have not been deposited.	<u>164</u>
Furniture valuation book. undated. 1 volume.. The notebook relates to the Beulah Rd., Norwood house.	<u>165</u>
Fire insurance policies. <u>166</u> 1916-1926, 1942. 1 cm.	
Powers of attorney. 1897, 1897. 2 items. From W. Menz to A.H. Menz.	<u>167</u>
Papers relating to shares. 1891-1940. 2 cm.. 1. Chillagoe Ltd., 1913-23, 2. The East Mexican Gold Mining Co. Ltd., 1891-1892, 1906, 3. The Globe Salt Co., 1897, 4. Broken Hill Proprietary Co. Ltd., 1940, 5. Drew and Crewes Ltd., 1923-1935.	<u>168</u>

Hermann Victor Menz

- Hermann Victor Menz: Notice of alienation of land 169
1919. 1 item
Relates to the Beulah Road, Norwood, home.
- Hermann Victor Menz: Newspaper cutting 170
1959. 1 item
Article about Mr & Mrs Menz's experience while on a ship during a typhoon.
- Hermann Victor Menz: letter 171
1939. 1 item
Letter to H.V. and W.O. Menz from W.H.A. Menz.
- Hermann Victor Menz: papers relating to shares 172
1932. 1 cm
- Wrapper for a packet of Menz coffee biscuits 173
Not dated. 1 item
[Transferred from Ephemera Collection]

Chocolate, biscuit and confectionery making

- Metal chocolate moulds 174
Ca.1890-1930. 41 items
Originals WITHDRAWN to preservation storage, view online.
To see a listing and to view, do an ARCHIVAL NUMBER search for BRG 94/174

[Various sized metal moulds used for chocolate confectionery making, comprising large singular moulds for Easter products, and tray moulds for the multiple production of various shaped chocolates and sweets.]
- Notes on the handling of chocolate couverture 175
Ca.1921-1960. 1 item (inc. dup.). 0.5 cm.

[Photocopy of the publication, produced by Lesme Technical Service, specializing in the manufacture of Chocolate Couverture. Sunya House : London.]
- Collection of articles and advertisements on confectionery making 176
Ca.1949-1959. 5 parts (6 cm).

[Various articles on processing and production of confectionery, Including cream centre casting, nut centres, nougat and Turkish delight, table jellies, toffee and caramels, lozenges and pastes, boiled goods, medicated pastilles, liquorice paste, making shapes, PH levels, sugar, chocolate conching, fondant and moulds, chocolate making, seaweed, sorbitol, glycerine, gelatin, Albumen

substitutes, toffee boiling, caramels, colouring and finishing, filled wafers, machinery, the Lindt factory, factory organization, packaging and wrapping machines, auto tempering machines, dryers, rock chopping machines, chocolate pumps, biscuit tin washing and sterilizing machines, tray stacking machines, sugar cookers, coating pans, trays, vacuum plants, boilers, measuring instruments, cocoa moth, and cocoa prospects in New Guinea area by Cadbury. Includes a typescript extract from Australasian Confectioner & Restaurant Journal: April 1958 article 'Some trends in the Manufacture of Chocolate & Confectionery'.]

Report from NAS Macnamara (Adelaide) Pty Ltd 177
Ca.1960-1970. 1 item. 0.5 cm.

[Typescript paper titled 'Goldilocks and the Three Bears and other short 'n' sweet stories' – A report to the Menz people from the NAS people.]

The Modern Baker: Confectioner and Caterer 178
1924. 2 volumes. 9 cm.

[Publications by John Kirkland, lecturer and teacher of bread making, National Bakery School, London.

1. Vol.III on ices, menu dishes, refreshments, catering, and bakery organization.
2. Vol. IV on bakery fixtures, accounts, markets, legal regulations, and index.]