

# Ralston Family Fonds

An inventory

in

The Library of the University of British Columbia  
Special Collections Division

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**Title: Ralston Family Fonds****Dates of Creation: ca. 1935-2003****Physical description: 13.3 m of textual records, 3 photographs****Biographical Sketch:**

H. Keith Ralston (born September 3<sup>rd</sup>, 1921) taught history at the University of British Columbia and his wife Edith Mary "Mollie" Ralston (born March 11, 1922) was a teacher in the Vancouver school system. They lived and raised their children, Delia and Bruce, in Vancouver. From 1975-1976, Keith and Mollie spent a year living in England before returning to Vancouver.

**Scope and Content:**

The fonds predominantly consists of the Household Accounts series, which includes documents supporting the daily activities of the Ralston family from 1956-2003, including bank statements, life insurance documents, receipts, correspondence, and three photographs of Mollie. The Income Tax Files series consists of tax returns and supporting documentation for the years 1965-1996. The fonds also contains a Construction and Upkeep of House series with files related to the construction of the Ralston's house on West 28<sup>th</sup> Avenue in Vancouver, built in 1969. The Educational Notes series includes notes written by Keith, Mollie, Bruce and Delia during their grade school and university educations, and includes notes from 1935 to the 1970s.

**Source of Supplied title:**

Title based on contents of fonds.

**Immediate Source of Acquisition:**

Donated by Keith and Mollie Ralston in two accessions: Educational Notes series on December 8, 1989, and the remaining material on June 15<sup>th</sup>, 2007.

**Arrangement:**

Material from the second accession was stored chronologically by the Ralston family in labelled envelopes, which were stored in boxes according to their functions: Household Accounts, Income Tax Files and Construction and Upkeep of House. This arrangement has been respected so that the series in the fonds reflect the boxes they were stored in. The labels of the envelopes have been transcribed, and comprise the titles of the files within the series.

**Restrictions:**

Income Tax Files series closed until deaths of the owners.

**Finding aids:**

Series description and some file lists available.

**Accruals:**

No further accruals are expected.

## **Series Descriptions:**

### **Series Description**

#### **1. Educational Notes series**

4 m of textual records

Series consists of notes written by H. Keith Ralston during classes in grade school, at university and by correspondence ca. 1935-1947. It also includes Mollie's university notes from the 1960s, the grades 1 to 11 and university notes of their son Bruce and the grades 3 to 8 notes of their daughter Delia.

#### **2. Household Accounts series**

7.98 m of textual records, 3 photographs

Series consists of account books, life insurance documents, mortgage records, bank statements and bank books, receipts, photographs, and other material related to the daily life of the Ralston family from 1956-2003. It also contains textual records from the year that Keith and Mollie spent in England from August 1975 to August 1976.

File list available.

#### **3. Construction and Upkeep of House series**

31 cm of textual records

Series consists of plans, contracts, receipts, and other material related to the construction and upkeep of the house constructed for the Ralston family in 1969.

File list available.

#### **4. Income Tax Files series**

1 m of textual records

Series consists of the income tax return records from 1965-1996 for Keith and Mollie Ralston and related documentation.

File list available.

## **File List**

### **Educational Notes Series**

#### **Box**

1—11

## Household Accounts Series

Box/Folder		Dates
12-(1-2)	"Keith's Co-op Life Insurance Policy Receipts"	1959-64
12-3	"Canada Trust Mortgage (completed)"	1958-1969
12-4	"1959 Riley Car Expenditures"	1961-1962
12-5	"Receipts: Household Goods and Appliances"	1956-1963
12-6	"1963 Austin 850—Car Expenditures"	1963-1966
12-7	"1967 Austin 850—Car Expenditures"	1967
12-8	"Medicare receipts"	1961-1966
12-9	"Mollie Income"	1961-1963
12-(10-11)	"BC Hydro and BC Tel Receipts"	1958
13-1	CIBC bank account statements	1956-1957
13-2	CIBC bank account statements	1958
13-3	CIBC bank account statements	1959
13-4	CIBC bank account statements	1960
13-5	CIBC bank account statements	1961
13-6	CIBC bank account statements	1962
14-1	CIBC bank account statements	1963
14-2	CIBC bank account statements	1964
14-3	Bank books	1942-1959
14-4	Old Accounts/Daily Sheets	1957-1963
14-5	Other material related to the daily life of Mollie Ralston	1957-1963
	Photograph of Mollie	1962
	Photograph of Mollie	1950
	Photograph of Mollie	n.d
15-1	"Income and Expenditure: 1956-1957"	1956-1959
	Household account book	1956-1959
15-2	"Household Accounts April 1959-December 1962"	1959-1962
	Household account book	1963-1966
15-3	November Accounts	1964
15-4	Receipts	December 1964
15-5	Receipts	January 1965
15-6	Receipts	February 1965
15-7	Receipts	March 1965
15-8	Receipts	April 1965
15-9	Receipts	May 1965
15-10	Receipts	June 1965
15-11	Receipts	July 1965
15-12	Receipts	August 1965
15-13	Receipts	September 1965
15-14	Receipts	October 1965
16-1	Receipts	November 1965

16-2	Receipts	December 1965
16-3	Receipts	January 1966
	Christmas card to Keith and Mollie	1966
	Letter to Mollie, Keith, Bruce and Delia	1966
	"Tentative Curriculum Organization Grades IX and X"	1966-1967
	Newspaper clipping	1966
16-4	Receipts	February 1966
16-5	Receipts	March 1966
16-6	Receipts	April 1966
16-7	Receipts	May 1966
16-8	Receipts	June 1966
16-9	Receipts	July 1966
16-10	Receipts	August 1966
16-11	Receipts	September 1966
16-12	Receipts	October 1966
17-1	Receipts	November 1966
17-2	Receipts	December 1966
17-3	Receipts	January 1967
17-4	Receipts	February 1967
17-5	Receipts	March 1967
17-6	Receipts	April 1967
17-7	Receipts	May 1967
17-8	Receipts	June 1967
17-9	Receipts	July 1967
17-10	Receipts	August 1967
18-1	Receipts	October 1967
	Letter to Mollie from Mrs. K. Leighton	1966
18-2	Receipts	November 1967
18-3	Receipts	December 1967
18-4	CIBC bank account statements	1964-1965
18-5	CIBC bank account statements	1965-1966
18-6	CIBC bank account statements	1966
19-1	CIBC bank account statements	1967
19-2	Receipts	January 1968
19-3	Receipts	February 1968
19-4	Receipts	March 1968
19-5	Receipts	April 1968
19-6	Receipts	May 1968
19-7	Receipts	June 1968
19-8	Receipts	July 1968
19-9	Receipts	August 1968
20-1	Receipts	September 1968
20-2	Receipts	October 1968
20-3	Receipts	November 1968
20-4	Receipts	December 1968

20-5	Receipts	January 1969
20-6	Receipts	February 1969
20-7	Receipts	March 1969
20-8	Receipts	April 1969
20-9	Receipts	May 1969
20-10	Receipts	June 1969
21-1	Receipts	July 1969
21-2	Receipts	August 1969
21-3	Receipts	September 1969
21-4	Receipts	October 1969
21-5	Receipts	November 1969
	2 letters	1969
21-6	Receipts	December 1969
21-7	Receipts	January 1970
21-8	Receipts	February 1970
21-9	Receipts	March 1970
21-10	Receipts	April 1970
21-11	Receipts	May 1970
22-1	Receipts	June 1970
22-2	Receipts	July 1970
22-3	Receipts	August 1970
22-4	Receipts	September 1970
	Letter from Vancouver School Board	1970
22-5	Receipts	October 1970
22-6	Receipts	November 1970
22-7	Receipts	December 1970
22-8—23-1	CIBC bank account statements	1968
23-(2-4)	CIBC bank account statements	1969
23-5—24-1	CIBC bank account statements	1970
24-2	"Medical receipts"	1971
24-3	Receipts	January 1971
24-4	Receipts	February 1971
24-5	Receipts	March 1971
24-6	Receipts	April 1971
24-7	Receipts	May 1971
24-8	Receipts	June 1971
24-9	Receipts	July 1971
24-10	Receipts	August 1971
24-11	Receipts	September 1971
24-12	Receipts	October 1971
25-1	Receipts	November 1971
25-2	Receipts	December 1971
25-3	Receipts	January 1972
25-4	Receipts	February 1972
25-5	Receipts	March 1972
25-6	Receipts	April 1972

25-7	Receipts	May 1972
25-8	Receipts	June 1972
25-9	Receipts	July 1972
25-10	Receipts	August 1972
25-11	Receipts	September 1972
25-12	Receipts	October 1972
25-13	Receipts	November 1972
25-14	Receipts	December 1972
26-1	Receipts	January 1973
26-2	Receipts	February 1973
26-3	Receipts	March 1973
26-4	Receipts	April 1973
26-5	Receipts	May 1973
26-6	Receipts	June 1973
26-7	Receipts	July 1973
26-8	Receipts	August 1973
26-9	Receipts	September 1973
26-10	Receipts	October 1973
26-11	Receipts	November 1973
26-12	Receipts	December 1973
27-1	"Income slips"	1969-1972
27-2	Last Will and Testament of Harry Keith Ralston	1959
	"Receipts vs. Redemptions"	1959
	National Life Assurance Company of Canada	
	Policy	1968
27-3	BCAA Insurance	1970-1972
27-4	BCAA Insurance	1973-1974
27-(5-6)	CIBC bank account statements (joint)	1971
27-8	CIBC bank account statements (Mollie)	1971
27-9—28-1	CIBC bank account statements (joint)	1972
28-2	CIBC bank account statements (Mollie)	1972
28-3	CIBC bank account statements (Keith)	1972
28-(4-5)	CIBC bank account statements (joint)	1973
28-6	CIBC bank account statements (Mollie)	1973
28-7	CIBC bank account statements (Keith)	1973
28-8	Receipts	January 1974
28-9	Receipts	February 1974
28-10	Receipts	March 1974
28-11	Receipts	April 1974
28-12	Receipts	May 1974
29-1	Receipts	June 1974
29-2	Receipts	July 1974
29-3	Receipts	August 1974
29-4	Receipts	September 1974
29-5	Receipts	October 1974
29-6	Receipts	November 1974

29-7	Receipts	December 1974
29-8	Receipts	January 1975
29-9	Receipts	February 1975
29-10	Receipts	March 1975
29-11	Receipts	April 1975
29-12	Receipts	May 1975
29-13	Receipts	June 1975
29-(14-15)	Receipts	July 1975
30-1	Receipts	1975-1976
30-2	Receipts	January 1977
30-3	Receipts	February 1977
30-4	Receipts	March 1977
30-5	Receipts	April 1977
30-6	Receipts	May 1977
30-7	Receipts	June 1977
30-8	Receipts	July 1977
30-9	Receipts	August 1977
30-10	Receipts	September 1977
30-11	Receipts	October 1977
30-12	Receipts	November 1977
30-13	Receipts	December 1977
31-1	Receipts	January 1978
31-2	Receipts	February 1978
31-3	Receipts	March 1978
31-4	Receipts	April 1978
31-5	Receipts	May 1978
31-6	Receipts	June 1978
31-7	Receipts	July 1978
31-8	Receipts	August 1978
31-9	Receipts	September 1978
31-10	Receipts	October 1978
31-11	Receipts	November 1978
31-12	Receipts	December 1978
31-13	Teacher's Investment and Housing Cooperative	1973-1979
31-14	CIBC London, England	1968-1975
31-15	Miscellaneous banking records	1973-1974
32-(1-4)	CIBC bank account statements (joint)	1974
32-5	CIBC bank account statements (joint)	1965-1975
32-(6-7)	CIBC bank account statements (joint)	1975
32-8	CIBC bank account statements (joint)	1976
32-(9-10)	CIBC bank account statements (joint)	1977
33-(1-2)	CIBC bank account statements (joint)	1978
33-3	CIBC bank account statements (joint)	1979
33-(4-5)	CIBC bank account statements (Mollie)	1976-1977
33-(6-7)	CIBC bank account statements (Mollie)	1978

33-8	CIBC bank account statements (Keith)	1977
33-9	CIBC bank account statements (Keith)	1977-1978
34-1	CIBC bank account statements (Keith)	1978-1979
34-2	CIBC bank account statements (Keith)	1979
34-3	"Crown Trust" banking records	1968-1978
34-4	"Correspondence with Dr. G. Benecke"	1975
34-(5-6)	Travel Documents	1975-1976
34-(7-10)	"Keith London Account CIBC"	1975-1976
35-(1-2)	Lloyd's Bank, Newcastle, bank books and statements	1975-1976
35-3	"Automobile records" [and other travel documents]	1975-1976
35-4	"Household 3 Renfrew Close"	1975-1976
35-(5-7)	"Canadian Bank Operations" (correspondence and chequing account statements)	1975-1976
	"Current Account Operations"	1975-1976
35-8	"Current Account operated by Zlotnik"	1975-1976
35-9	correspondence with Sid Zlotnik interfiled with receipts	1975-1976
36-1	[correspondence] "Re: Closing 3 Renfrew Close"	1976
36-2	"Return Flight August 29"	1976
36-3	"HKR London Expenses"	1975-1976
36-4	"Reservations France Trip August"	1976
36-5	[correspondence] "Re: Damaged parcel"	1976
36-6	"Re: Bruce"	1976
36-7	"Re: shipment of goods returning to Canada (Thomas Meadows)"	1976
36-8	"Thomas Meadows"	
36-9	Receipts	January 1979
36-10	Receipts	February 1979
36-11	Receipts	March 1979
36-12	Receipts	April 1979
36-13	Receipts	May 1979
36-14	Receipts	June 1979
36-15	Receipts	July and August 1979
36-16	Receipts	September 1979
36-17	Receipts	October 1979
36-18	Receipts	November 1979
36-19	Receipts	December 1979
37-1	Receipts	January 1980
37-2	Receipts	February 1980
37-3	Receipts	March 1980
37-4	Receipts	April 1980
37-(5-6)	Receipts	May 1980
37-7	Receipts	June 1980

37-8	Receipts	July 1980
37-9	Receipts	August 1980
37-10	Receipts	September 1980
37-11	Receipts	October 1980
37-12	Receipts	November 1980
37-13	Receipts	December 1980
37-14	Receipts	January 1981
37-15	Receipts	February 1981
37-16	Receipts	March 1981
37-17	Receipts	April 1981
37-18	Receipts	May 1981
37-19	Receipts	June 1981
37-20	Receipts	July 1981
37-21	Receipts	August 1981
37-22	Receipts	September 1981
37-23	Receipts	October 1981
37-24	Receipts	November 1981
37-25	Receipts	December 1981
38-1	Receipts	January 1982
38-2	Receipts	February 1982
38-3	Receipts	March 1982
38-4	Receipts	April 1982
38-5	Receipts	May 1982
38-6	Receipts	June 1982
38-7	Receipts	July 1982
38-8	Receipts	August 1982
38-9	Receipts	September 1982
38-10	Receipts	October 1982
38-11	Receipts	November 1982
38-12	Receipts	December 1982
38-(13-15)	Vancity bank account statements (joint)	1979-1982
39-1	Vancity bank account statements (Mollie)	1979
39-2	Vancity bank account statements (Keith)	1979
39-(3-5)	Vancity bank account statements (joint)	1980
39-(4-8)	Vancity bank account statements (Mollie)	1980-1982
39-9—40-2	Vancity bank account statements (Keith)	1980-1982
40-(3-6)	"Teacher's Co-op current Accounts"	1970-1982
40-7	"To be put with old accounts" [Teacher's Investment and Housing Cooperative]	1970-1979
41-1	Receipts	January 1983
41-2	Receipts	February 1983
41-3	Receipts	March 1983
41-4	Receipts	April 1983
41-5	Receipts	May 1983
41-6	Receipts	June 1983
41-7	Receipts	July 1983

41-8	Receipts	August 1983
41-9	Receipts	September 1983
41-10	Receipts	October 1983
41-11	Receipts	November 1983
41-12	Receipts	December 1983
41-13	"Chargex + Department Store Receipts"	1984
42-1	Receipts	January 1984
42-2	Receipts	February 1984
42-3	Receipts	March 1984
42-4	Receipts	April 1984
42-5	Receipts	May 1984
42-6	Receipts	June 1984
42-7	Receipts	July 1984
42-8	Receipts	August 1984
42-9	Receipts	September 1984
42-10	Receipts	October 1984
42-11	Receipts	November 1984
42-12	Receipts	December 1984
42-13	"Misc. Receipts"	1983-1985
42-14	Receipts	January 1985
43-1	Receipts	February 1985
43-2	Receipts	March 1985
43-3	Receipts	April 1985
43-4	Receipts	May 1985
43-5	Receipts	June 1985
43-6	Receipts	July 1985
43-7	Receipts	August 1985
43-8	Receipts	September 1985
43-9	Receipts	October 1985
43-10	Receipts	November 1985
43-11	Receipts	December 1985
43-(12-14)	"Misc. Receipts"	1985-1986
44-1	Receipts	January 1986
44-2	Receipts	February 1986
44-3	Receipts	March 1986
44-4	Receipts	April 1986
44-5	Receipts	May 1986
44-6	Receipts	June 1986
44-7	Receipts	July 1986
44-8	Receipts	August 1986
44-9	Receipts	September 1986
44-10	Receipts	October 1986
44-11	Receipts	November 1986
44-12	Receipts	December 1986
44-13—45-3	Bank of Montreal account statements (joint)	1981-1986
45-(4-8)	Bank of Montreal account statements (Mollie)	1982-1987

45-9—46-1	Bank of Montreal account statements (Keith)	1982-1985
46-2	Receipts	January 1987
46-3	Receipts	February 1987
46-4	Receipts	March 1987
46-5	Receipts	April 1987
46-6	Receipts	May 1987
46-7	Receipts	June 1987
46-8	Receipts	July 1987
46-9	Receipts	August 1987
46-10	Receipts	September 1987
46-11	Receipts	October 1987
46-12	Receipts	November 1987
46-13	Receipts	December 1987
46-14—47-1	“Ralston Misc. Receipts”	1987
47-2	“Christmas Receipts 1987”	1987
47-(3-5)	Yorkshire Trust account (joint)	1985-1987
47-(6-8)	Yorkshire Trust account (Mollie)	1984-1987
47-9—48-1	Yorkshire Trust account (Keith)	1984-1987
48-(2-3)	“Closed Out Accounts”	1984-1986
48-4	Insurance	1973-1982
48-5	Lloyds bank account statements	1978-1983
48-6	Teacher’s Investment + Housing Cooperative	1984-1987
48-7	Bank of Montreal True Savings Account (joint)	1982-1984
48-8	Bank of Montreal Daily Interest Account (joint)	1984-1988
48-9—49-1	Bank of Montreal Daily Interest Account (Mollie)	1982-1988
49-(2-3)	Bank of Montreal True Savings Account (Mollie)	1982-1988
49-4	Bank of Montreal account statements (joint)	1987-1988
49-8	“Xmas Receipts 1988”	1988
49-9	Receipts	January 1988
49-10	Receipts	February 1988
49-11	Receipts	March 1988
50-1	Receipts	April 1988
50-2	Receipts	May 1988
50-3	Receipts	June 1988
50-4	Receipts	July 1988
50-5	Receipts	August 1988
50-6	Receipts	September 1988
50-7	Receipts	October 1988
50-8	Receipts	November 1988
50-9	Receipts	December 1988
50-10	“Canwest Trust Company” (statements and related documents)	1987-1989
50-11	Bank of Montreal	1983-1993
50-12	Bank of Montreal Daily Interest Account (Keith)	1989-1991
50-13	Bank of Montreal Daily Interest Account (Mollie)	1989-1991
50-14	Bank of Montreal Daily Interest Account (joint)	1989-1991

50-15	Bank of Montreal Investment Savings Account (Keith)	1991-1992
51-(1-2)	Bank of Montreal account statements (joint)	1989-1992
51-(3-4)	Yorkshire Trust (Central Gauranty) (Mollie)	1988-1989
51-(5-6)	Yorkshire Trust (Central Gauranty) (joint)	1988-1989
51-(7-8)	Yorkshire Trust (Central Gauranty) (Keith)	1988-1989
52-(1-2)	Central Guaranty (Mollie)	1988-1990
52-(3-4)	Central Guaranty (joint)	1988-1990
52-(5-6)	Central Guaranty (Keith)	1988-1990
52-(7-8)	Prenor Trust documents	1990
52-9	Receipts	January 1989
52-10	Receipts	February 1989
52-11	Receipts	March 1989
52-12	Receipts	April 1989
52-13	Receipts	May 1989
52-14	Receipts	June 1989
53-1	Receipts	July 1989
53-2	Receipts	August 1989
53-3	Receipts	September 1989
53-4	Receipts	October 1989
53-5	Receipts	November 1989
53-6	Receipts	December 1989
53-(7-8)	"Misc. Receipts"	1989
53-9	Receipts	January 1990
53-10	Receipts	February 1990
53-11	Receipts	March 1990
53-12	Receipts	April 1990
53-13	Receipts	May 1990
53-14	Receipts	June 1990
53-15	Receipts	July 1990
53-16	Receipts	August 1990
53-17	Receipts	September 1990
53-18	Receipts	October 1990
53-19	Receipts	November 1990
53-20	Receipts	December 1990
53-(21-22)	"Misc. Receipts"	1990
53-23	Receipts	January 1991
53-24	Receipts	February 1991
54-1	Receipts	March 1991
54-2	Receipts	April 1991
54-3	Receipts	May 1991
54-4	Receipts	June 1991
54-5	Receipts	July 1991
54-6	Receipts	August 1991
54-7	Receipts	September 1991
54-8	Receipts	October 1991

54-9	Receipts	November 1991
54-10	Receipts	December 1991
54-(11-13)	"Misc. Receipts"	1991
54-14	Receipts	January 1992
54-15	Receipts	February 1992
54-16	Receipts	March 1992
54-17	Receipts	April 1992
54-18	Receipts	May 1992
54-19	Receipts	June 1992
54-20	Receipts	July 1992
54-21	Receipts	August 1992
54-22	Receipts	September 1992
54-23	Receipts	October 1992
54-24	Receipts	November 1992
54-25	Receipts	December 1992
54-26—55-1	"Misc. Receipts"	1992
55-2	"Receipts re: summer trips"	1989-1992
55-(3-4)	Lloyds Bank	1979-1994
55-5	Bank of Montreal Daily Interest Account (Mollie)	1993-1996
55-6	Bank of Montreal Daily Interest Account (Keith)	1992-1996
55-7	Bank of Montreal Daily Interest Account (joint)	1992-1996
55-8—56-7	Bank of Montreal statements	1993-1997
56-8	Prenor cheque register	1990-1992
56-9	Receipts	January 1993
56-10	Receipts	February 1993
56-11	Receipts	March 1993
56-12	Receipts	April 1993
57-1	Receipts	May 1993
57-2	Receipts	June 1993
57-3	Receipts	July 1993
57-4	Receipts	August 1993
57-5	Receipts	September 1993
57-6	Receipts	October 1993
57-7	Receipts	November 1993
57-8	Receipts	December 1993
57-(9-10)	"Misc. Receipts"	1993
57-11	Receipts	January 1994
57-12	Receipts	February 1994
57-13	Receipts	March 1994
57-14	Receipts	April 1994
57-15	Receipts	May 1994
57-16	Receipts	June 1994
57-17	Receipts	July 1994
57-18	Receipts	August 1994
57-19	Receipts	September 1994
57-20	Receipts	October 1994

57-21	Receipts	November 1994
57-22	Receipts	December 1994
57-(23-25)	"Misc. Receipts"	1994
58-1	Receipts	January 1995
58-2	Receipts	February 1995
58-3	Receipts	March 1995
58-4	Receipts	April 1995
58-5	Receipts	May 1995
58-6	Receipts	June 1995
58-7	Receipts	July 1995
58-8	Receipts	August 1995
58-9	Receipts	September 1995
58-10	Receipts	October 1995
58-11	Receipts	November 1995
58-12	Receipts	December 1995
58-(13-14)	"Misc. Receipts"	1995
58-15	Receipts	January 1996
58-16	Receipts	February 1996
58-17	Receipts	March 1996
58-18	Receipts	April 1996
58-19	Receipts	May 1996
58-20	Receipts	June 1996
58-21	Receipts	July 1996
58-22	Receipts	August 1996
58-23	Receipts	September 1996
58-24	Receipts	October 1996
58-25	Receipts	November 1996
58-26	Receipts	December 1996
58-27—59-1	"Misc. Receipts"	1996
59-2	Receipts	January 1997
59-3	Receipts	February 1997
59-4	Receipts	March 1997
59-5	Receipts	April 1997
59-6	Receipts	May 1997
59-7	Receipts	June 1997
59-8	Receipts	July 1997
59-9	Receipts	August 1997
59-10	Receipts	September 1997
59-11	Receipts	October 1997
59-12	Receipts	November 1997
59-13	Receipts	December 1997
59-14	"Misc. Receipts"	1997
59-15	Bank of Montreal cheque registers	1997-1999
59-16—61-1	Bank of Montreal account statements	1998-2003
61-2	Receipts	January 1998
61-3	Receipts	February 1998

61-4	Receipts	March 1998
61-5	Receipts	April 1998
61-6	Receipts	May 1998
61-7	Receipts	June 1998
61-8	Receipts	July 1998
61-9	Receipts	August 1998
61-10	Receipts	September 1998
61-11	Receipts	October 1998
61-12	Receipts	November 1998
61-13	Receipts	December 1998
61-(14-15)	"Misc. Receipts"	1998
61-16	Receipts	January 1999
61-17	Receipts	February 1999
61-18	Receipts	March 1999
61-19	Receipts	April 1999
61-20	Receipts	May 1999
61-21	Receipts	June 1999
61-22	Receipts	July 1999
61-23	Receipts	August 1999
61-24	Receipts	September 1999
61-25	Receipts	October 1999
61-26	Receipts	November 1999
61-27	Receipts	December 1999
62-1	"Misc. Receipts"	1999
62-2	Receipts	January 2000
62-3	Receipts	February 2000
62-4	Receipts	March 2000
62-5	Receipts	April 2000
62-6	Receipts	May 2000
62-7	Receipts	June 2000
62-8	Receipts	July 2000
62-9	Receipts	August 2000
62-10	Receipts	September 2000
62-11	Receipts	October 2000
62-12	Receipts	November 2000
62-13	Receipts	December 2000
62-14	"Misc. Receipts"	2000
62-15	Receipts	January 2001
62-16	Receipts	February 2001
62-17	Receipts	March 2001
62-18	Receipts	April 2001
62-19	Receipts	May 2001
62-20	Receipts	June 2001
62-21	Receipts	July 2001
62-22	Receipts	August 2001
62-23	Receipts	September 2001

62-24	Receipts	October 2001
62-25	Receipts	November 2001
62-26	Receipts	December 2001
62-27	"Misc. Receipts"	2001
63-1	Receipts	January 2002
63-2	Receipts	February 2002
63-3	Receipts	March 2002
63-4	Receipts	April 2002
63-5	Receipts	May 2002
63-6	Receipts	June 2002
63-7	Receipts	July 2002
63-8	Receipts	August 2002
63-9	Receipts	September 2002
63-10	Receipts	October 2002
63-11	Receipts	November 2002
63-12	Receipts	December 2002
63-13	"Misc. Receipts"	2002
63-14	Receipts	January 2003
63-15	Receipts	February 2003
63-16	Receipts	March 2003
63-17	Receipts	April 2003
63-18	Receipts	May 2003
63-19	Receipts	June 2003
63-20	Receipts	July 2003
63-21	Receipts	August 2003
63-22	Receipts	September 2003
63-23	Receipts	October 2003
63-24	Receipts	November 2003
63-25	Receipts	December 2003
63-(26-27)	"Misc. Receipts 2003"	2003

## Construction and Upkeep of House series

Box/Folder		Dates
63-28	Miscellaneous files	1968-1970
63-29	Beaver Catalogue	1969
	Bourrie and McLennan contractors files	1969
63-30	Construction contract	1969
63-31	construction plans	1969
64-1	"Contract Add. + Deletions"	1969-1970
	"Owners Instructions"	1969-1970
64-2	"Contract Add. + Deletions"	1969-1970
	"Contractor's Quotes"	1969-1970
64-3	"Contract Add. + Deletions"	1969-1970
	"Architect's Instructions to Contractor"	1969-1970
64-4	"Carpet + Tile—Floorcraft"	1969
64-5	"Finance—Contract + Change Orders"	1969
64-6	"Desk"	1969
64-7	"Draperies"	1969
64-8	"Dishwasher"	1969
64-9	"Electrical"	1969
64-10	"Electrical—GBR"	1969
64-11	"Fencing"	1969
64-12	"Fixtures—Bathroom"	1969
64-13	"Finances—K's working estimates"	1969
64-14	"Finance—Contractor's Draws"	1969
64-15	"Furniture—Living Room"	1969
64-16	Furniture (Other)	1969
64-17	Quality Drywall (Gyproc)	1969
64-18	"Garburator"	1969
64-19	"Heating"	1969
64-20	"Hardware"	1969
64-21	Miscellaneous files under 'H'	1969
64-22	"Inercom + Cablevision"	1969
64-23	"Kitchen—Dalru"	1969
64-24	"Lighting—Hydro Data Sheet"	1969
64-25	"Lighting—schedule of fixtures"	1969
64-26	"Mortgage—1 <sup>st</sup> BCTR correspondence"	1969-1978
	"Mortgage—co-statements of payments"	1969-1978
64-27	"2 <sup>nd</sup> Mortgage copy"	1969
64-28	"2 <sup>nd</sup> Mortgage Application + Granting + Discharge"	1969-1979
64-29	"First Mortgage Agreement"	1968-1978
64-30	"House plans"	1968
64-31	"Proposed Residence for Mr. and Mrs. H.K. Ralston"	1968
64-32	"Plumbing"	1969
64-33	"Interior paint colours"	1969

65-1	"Resurfacing Sundecks"	1972
65-2	"Stove"	1969
65-3	"Survey of lot"	1969
65-4	"Telephone"	1969
65-5	"Tools"	1969
65-6	"Vacuum System Estimate"	1969
65-6	"Washer + Dryer"	1969
65-8	"Keeping the heat in"	1976

## Income Tax Files series

Box/Folder		Dates
65-(9-10)	Income tax documents	1965-1975
65-(11-13)	Income tax documents	1975-1978
66-1	"Income tax—keep"	1977
66-2	"Income tax—keep"	1977
64-3	"K+M Income 1978"	1978
64-4	"1978 Income Tax"	1978
64-5	"Italy—1979 (Need for 1979 Income Tax)"	1979
66-6	"1979 Income Tax Returns"	1979
66-7	"Income Tax Returns 1980"	1980
66-8	"K+M Income 1980"	1980
66-9	UBC Pension Plan documents	1979-1981
66-10	"Edith M. Ralston Income Tax Return"	1981
66-11	"H. Keith Ralston Income Tax Return"	1981
66-12	newspaper clipping	1982
66-13	"K+M Income 1981"	1981
66-14	"H.K. Ralston Income Tax Return 1982"	1982
66-15	"E.M. Ralston Income Tax Return 1982"	1982
66-16	"K+M Income 1982"	1982
67-1	"1982 Tax Year HKR Expenses, Not Claimable"	1982
67-2	"E.M. Ralston Income Tax Return 1983"	1983
67-3	"K.K. Ralston Income Tax Return 1983"	1983
67-4	"K+M Income 1983"	1983
	"Income Tax Data"	1983
67-5	"Edith M. Ralston Income Tax Returns 1984"	1984
67-6	"H. Keith Ralston Income Tax Returns 1984"	1984
67-7	"K+M Income 1984"	1984
	"Income Tax Data"	1984
67-8	"E.M. Ralston Income Tax Return 1985"	1985
67-9	"H.K. Ralston Income Tax Return 1985"	1985
67-11	"EMR Income Tax 1985"	1985
67-12	"HKR Research Expenses, 1985"	1985
67-13	"EMR Income Tax 1986"	1986
68-1	"HKR Income Tax 1986"	1986
68-2	"HKR + EMR Income Tax 1986"	1986
68-3	"HKR Research Receipts 1986"	1986
68-4	"EMR 1987 Income Tax"	1987
68-5	"HKR 1987 Income Tax"	1987
68-6	"HKR + EMR 1987 Income Tax"	1987
68-7	"HKR—Research 1987"	1987
68-8	"1988 Income Tax Checklist"	1988
68-9	"Edith M. Ralston—1988 Income Tax"	1988
68-10	"H. Keith Ralston—1988 Income Tax"	1988

68-11	"HKR + EMR Income Tax 1988"	1988
68-12	"HKR Expenses 1988"	1988
68-13	"Ralston, Edith Tax Records for the year 1989"	1989
68-14	"Ralston, Keith Tax Records for the year 1989"	1989
68-15	"HKR + EMR Income Tax 1989"	1989
68-16	"HKR 1989 Income Tax Receipts"	1989
69-1	"Revenue Canada Bulletins, Etc. Re: 1990 Keith's Case"	1990
69-2	"HKR + EMR Income Tax 1990—Edith M. Ralston"	1990
69-3	"HKR + EMR Income Tax 1990—H. Keith Ralston"	1990
69-(4-5)	"1989 Medical Expenses (not claimed in 1989)"	1989
69-6	"Correspondence, etc. re: 1990 Income Tax Return, H. Keith Ralston"	1990
69-7	"1990 H.K. Ralston"	1990
69-8	"1990 E.M. Ralston"	1990
69-9	"1991 Edith M. Ralston"	1991
69-10	"1991 H. Keith Ralston"	1991
69-11	"HKR + EMR Income Tax 1991"	1991
69-12	"Put in 1992 Income tax File re: Ramona Rose— Tenant in suite at 3037 W28th Ave"	1992
70-(1-3)	"Ralston, Keith and Molly Tax Records for the year 1992 "	1992
70-4	"HKR + EMR Income Tax 1992"	1992
70-5	"Keith + Molly Ralston, Tax Records for the year 1993"	1993
70-6	"HKR + EMR Income Tax 1993"	1993
70-(7-8)	"Keith & Molly Ralston, Tax Records for the year 1994"	1994
71-(1-2)	"HKR + EMR Income Tax 1994"	1994
71-3	"Ralston, Keith & Molly, Tax Records for the year 1995"	1995
71-4	"HKR + EMR Income Tax 1995"	1995
71-5	"HK + EM Ralston Tax Returns 1996"	1996
71-6	"HK + EM Ralston 1996 Income Tax"	1996