

Take Account

Find out about business records: a resource guide to records held by Edinburgh City Archives



Image: Bovril Ltd collection (Ref. No. SL240, Edinburgh City Archives)

Introduction

This is a resource guide which will help you identify what business records survive in Edinburgh City Archives. Business records can be very wide-ranging and not all of them survive, and so archival collections can vary enormously.

However, for those which have made the transition from being a live transactional record to that of a historic archival record, it should be known that they can provide a fascinating history and reveal a wealth of information that you may not have realised.

Below is an alphabetical list of all business collections that Edinburgh City Archive preserve, as well as a rough guide to the types of records each collection contains, and covering dates.

Company Records

Adie, Alexander James, optician, Edinburgh (SL74)

Minutes, legal records, financial records, correspondence 1819-1868

Age Concern, Edinburgh (Accn 674)

Minute books, financial records, publications 1976-2004

Alex Ferguson Ltd, confectioners, Edinburgh (Accn 255)

Financial records including cash books, wages books, purchase books 1921-1965

Alex Miller, letterpress and printers, Edinburgh (Accn 403)

Financial records, including purchase ledger and cash book 1954-1957

A Watt & Sons, saddlers, Edinburgh (Accn 393)

Financial records 1828-1833

Bell and Bradfute, booksellers, Edinburgh (SL138)

Financial records (including customer accounts), letterbooks and book stock inventory 1788-1847

Biggart, Baillie & Gifford, solicitors, Edinburgh (Accns 392 and 424)

Legal records, financial records 1895-1947

Blindcraft, Edinburgh (Accn 896)

Legal records, visitors' book, photographs 1923-2010

Bovril Ltd, food and drink manufacturer, Edinburgh (SL240)

Minute books, financial records, letterbooks, annual reports, photographs, family papers and advertising material 1889-1993

Brown Brothers (Rosebank Iron Works), engineers, Edinburgh (Accns 21, 84, 782 and 800)

Financial records, steering equipment manuals, correspondence re: patents and family matters, drawings 1890-1940s

Carmichael Baxter Ltd, motor engineers, Edinburgh (Accn 327)

Minutes of directors' meetings, register of cars sold, employees records, annual accounts & auditors' reports, 1919-1980s

Craigmillar Laundry Company Ltd, Edinburgh (SL223)

Minute books, company registration certificates 1906-1989

Danish Dairy Company, Edinburgh (Accn 449)

Financial records including trading accounts and cash books 1909-1919

David John Somervail, corn merchant, Leith (Accn 809)

Financial records including ledgers and accounts 1826-1877

Dhamai Tea Company Ltd, tea planters, Edinburgh (SL241)

Annual reports and accounts 1895-1936

Dominion Insurance Company Ltd, Edinburgh (Accn 115)

Reports, accounts and schedules 1907-1971

Dowells Ltd, auctioneers, Edinburgh (Accn 499)

Sales catalogues 1876-1936

Edinburgh Chamber of Commerce, Edinburgh (ED005)

Minute books, financial records, membership records, letter books, press cuttings and reports 1785-1971

Edinburgh Gaslight Company (Accn 244)

Reports, statements of accounts, prospectuses, list of proprietors, Act for lighting the City, press cuttings & other papers, 1817-1829

Edinburgh Model Lodging House Company Ltd (Accn 273)

Minutes, financial records, legal records, property records, plans, rules for lodgers, correspondence, letter books, bed registers, reports, staff records, photographs 1888-1980

Edinburgh New Town Dispensary, pharmacy, Edinburgh (SL73)

Minutes, financial records, correspondence and printing block/plate 1818-1947

Edinburgh Roperie & Sailcloth Company (Accns 380 and 711)

Minute books, legal records, financial records, sales catalogues, photographs, 1750-1929

Forth Pilotage Authority, Leith (SL227)

Minute books, register of pilot licenses, financial records, examination materials 1922-1987

Gideon Walker Ltd, Millers, Edinburgh (SL62 and Accn 762)

Minute books, articles of association, financial records, letter books and photographs 1872-c.1990

James Allan & Son Ltd, shoemaker, Edinburgh (Accns 59 and 767)

Register of directors, account books, order book, purchase book, reports & balance sheets, summary of returns to registrar, leases, photographs, advertising material, newspapers, 1885-1963

James D Gibson, surveyor, Edinburgh (Accn 630)

Cash book 1893-1930

James Gray, ironmonger, Edinburgh (Accn 828)

Financial records, minutes, staff records, advertising records, press cuttings, 1869-1970

J & J A Dunn, metal merchants, Edinburgh (SL101)

Financial records, letterbooks, general order books, news cuttings 1869-1985

J D Martin, grain merchants, Edinburgh (Accn 162)

Order books, directors' reports and accounts 1928-1983

Jenners Ltd, department store, Edinburgh (SL246)

Corporate records, minutes books, financial records, property & premises records, legal records, correspondence, staff & employment records, sales & advertising records, publications, photographs 1883-2001

Lambert Brothers, wine merchants, Edinburgh (Accn 266)

Financial records including ledgers, accounts and day books early 19thC-1940s

Liberton Waterworks Company, Edinburgh (Accn 140)

Minutes, accounts, correspondence, 1868-1886

Lindsay, Jamieson & Haldane, accountants, Edinburgh (Accn 408)

Wet letter copy book 1864

Lyon and Turnbull, auctioneers, Edinburgh (SL148)

Minute book, certificate of incorporation, financial records, sales and stock catalogues, photographs 1851-1987

Macvittie Guest & Company Ltd, confectioners, Edinburgh (SL102)

Financial records including accounts and expenses 1926-1963

McArthur Brothers, decorators, Edinburgh (Accn 870)

Financial records including ledgers and cash books 1890s-1950s

McFarlan Smith/Duncan Flockhart & Company, pharmaceuticals, Edinburgh (Accns 514, 532, 589 and 648)

Minute books, financial records, legal records, shareholders records, correspondence, chemical records and recipes, staff records, news cuttings, advertisements, photographs, 1823-1980

McGregor & Co., feedstuffs merchants, Leith (Accn 431)

General cash books, customer accounts ledgers, annual insurance portfolios 1950-1981

Melroses Tea Ltd, tea manufacturers, Edinburgh (Accn 690)

Financial records, legal papers & insurance policies, tea shipment records, stock books, mixture books, tea sales catalogues, letter books and correspondence, advertising material, press cuttings books and posters, Melrose Rifle & Bowling Clubs records, visitors' books, 'Melrosian' magazine, photographs and glass plate negatives, 1794-1968

Merchant Company of Edinburgh (SL242)

Minute books, legal records, financial records, trust records, charitable records 1690-2009

National Dock Labour Board, East of Scotland Branch, Edinburgh (ED007)

Board minutes 1942-1989

Robert Cresser, brushmaker, Edinburgh (SL147)

Financial records and insurance policies 1940-1989

Scott and Paterson, accountants, Edinburgh (Accns 200 and 338)

Financial records, legal records, letterbook, newspaper cuttings 1884-1978

S Finlayson & Sons Ltd, electrical contractors, Edinburgh (Accn 235)

Daybooks, accounts, ledgers, 1928-1989

Thomas Lamb, confectioner, Leith (Accn 284)

Correspondence, wills, receipts early-late 19th Century

United Wire Works Ltd, Edinburgh (Accn 478)

Brochures c1950s

William Cummings & Son Ltd, boxmaker, Edinburgh (Accn 490)

Financial records including wages and salaries details, photographs of staff and delivery fleet, reprints of articles on the firm, 1889-c.1980

William Hunter & Sons/Hunter & Foulis Ltd, bookbinders, Edinburgh (Accn 676)

Minute book, financial records & accounts, estimate (cost & quantity) books, order books, stock books, salaries & wages, inventories, legal papers, photographs, copy plans, 1837-1985

Wood and Cairns, plumber's merchants, Edinburgh (Accn 454)

Ledgers, prospectus for issue of shares, share applications & allotments, history of company, article on RLS's bathroom, trade digest entry, 1913-1962

Incorporated Trades/Associations

Ancient Order of Foresters (Accns 441, 466 and 466a)

Minute books, legal records, financial records, charitable records, correspondence, advertising material, roll of honour WW1 1868-1991

Ancient Order of Free Gardeners (SL135)

Charter, minute books, leaflet 1846-1948

Association of Sworn Metters and Weighers of Leith (SL85)

Minute books, legal records, financial records, correspondence, membership records, portage records, accident books 1704-1989

Cordiners of Potterow (Accn 429)

Minute books 1763-1876

Edinburgh Association of Scottish Builder's Federation (Accn 811)

Minute books, financial records 1925-1999

Edinburgh and Leith Master Plumbers' Association (Accn 831)

Financial records and photograph 1911-c1970s

Incorporated Trades of Calton (SL110)

Minute books, financial records, members and apprentice records, letter books 1689-1888

Incorporated Trades of Canongate (SL151)

Minute books, legal records, financial records 1561-1856

Incorporation of Baxters (Bakers) of Edinburgh (SL33)

Minute books and financial records 1522-1958

Incorporation of Carters of Leith (SL226)

Legal records, financial records, rental records 1656-1823

Incorporation of Coopers of Leith (SL220)

Minute books, legal records, financial records, charitable records, correspondence c1550-1873

Incorporation of Dyers and Bonnetmakers of Edinburgh (Accn 865)

Minute books, admission and election records, legal records 1685-1864

Incorporation of Hammermen of Canongate (SL69)

Minute books, financial records, book of deeds 1610-1861

Incorporation of Hammermen of Leith (SL230)

Minute books 1730-1800

Incorporation of Journeymen Coopers of Leith (SL68)

Legal records and correspondence 1806-1837

Incorporation of Mary's Chapel (Wrights and Masons) Edinburgh (SL34 and Accn 622)

Acts and statutes, financial records, minute books, rolls of apprentices 1669-1910

Incorporation of Porters of Leith (SL231)

Regulations and bond books 1770-1879

Incorporation of Skinners and Furriers Edinburgh (Accn 617)

Minute books, national covenant, charters, financial records, charitable records, property records, correspondence 1603-1903

Incorporation of Tailors of Leith (SL229)

Minute books 1730-1824

Incorporation of Traffickers of Leith (SL228)

Minute books 1744-1816

Incorporation of Wobstors (Weavers) Edinburgh (Accn 572)

Minute books and financial records 1654-1934

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