

CHEROKEE COUNTY

GRANTOR

INDEX TO CONVEYANCE

BOOKS

R

1913 - 1969

Read Carefully These Instructions and Suggestions to Clerks and Others Using

COTT FAMILY NAME INDEXES

THE SUB INDEX

1. Write names on the Sub-Index plain and in as bold a hand as possible. Don't make n like u. Don't try to subdivide names on Sub-Index further than is arranged by the scheme here laid out. That is, if Baker is the first name for the column, *Bae to Bak*, write *Baker* on the first dark ruled line followed by *Baer* if it should happen to be the second name of that group, on the second dark ruled line, and so on.

2. A name is written but once on the Sub-Index (except as noted in the next paragraph), no matter how many times the same name is repeated on the Main Index. Following the name is a column in which is written the page of the Main Index, where all entries of this name are to be placed.

3. Names similar in sound but spelled differently should be grouped together on the Main Index, and each variety of spelling noted on the Sub-Index, under its proper sub-divisions. Thus:

Bair-Bare-Baer	Lowery-Lowry
Bear-Baehr	Lourie, etc.
Shafer-Schafer	Snyder-Snider
Sheffer-Shaefer	Schneider-Schnider
Read-Reed-Reid	Keyser-Keiser- Keiser
Kline-Klein	Pearson-Pierson

4. Names like *Schneider* and *Snyder* should appear in Sub-Index under *Sc* and also *Sn*; *Pearson* and *Pierson* under *Pe* and *Pi*, etc. However, no notice of more than one style of spelling a name need be taken—and that the way it is spelled on the record—until it is spelled differently in a subsequent entry.

5. Odd names falling to the same Sub-Index column may be grouped together on the Main Index. For example, the names *Debler*, *Dedman*, *Debroski* and *Deator* being odd, and likely to be infrequent and all belonging to the same Sub-Index column, could be given the same page on the Main Index, and write in the column in red ink, "For names not listed here, see page....."

6. Sub-Indexes can be renewed and rewritten at very little expense and it is so planned that this can be done in after years if they become defaced and worn.

This Index in loose leaf form is continuous and expansive. When the Binder becomes filled to its capacity, get another Binder and carry one or more letters into the new Binder. Continue doing this when necessary until you have a Binder for each sub-division or unit. It is thus designed to be a Continuous Index for a long period of years.

THE MAIN INDEX

7. Family Names appear together on the Main Index, the Sub-Index being a guide to the page on which such Family Names will be found.

8. If there are three or more columns on the page of the Main Index for given names, write the given name or names in the column in which the initial letter of first given name appears at head of column. By careful writing two given names can occupy the same line, one above the other, so that six given names, if two properly fall to each column can be entered on one line. When more than two fall to a column make a complete new line for each two thus remaining.

9. In paging the Main Index, each sub-division or unit indicated by the extension tab begins with page 1. On the back of that sheet is page 2, followed by pages 3, 4, 5, 6, etc. When more sheets are needed add them continuing the paging in regular order.

10. Add a sheet immediately following a group requiring additional space, giving it the same page as the page continued. Preferably with red ink letter number these pages thus: 2a, 2b, 2c, 2d; 4a, 4b, 4c, etc.

11. Don't try to arrange Family Name Groups in any particular order on the Main Index, except to have "A" names separated from the "B's" and so on. *Austin* can go on pg. 1, *Armstrong* p. 3, *Abbott* p. 5, *Allen* p. 7, or on any right hand oddly numbered page. If any order is attempted it should be to put the largest groups in front, but this is only a matter of convenience. After several years, when time has demonstrated that a name is not likely to fill both pages of a sheet, the left hand or evenly numbered pages may be used for a Name Group. After a still longer period and a name has only one or two entries on a page a new name may be given on the lower half of the same page.

If any point is not clear to you when beginning the Index or continuing its use, always feel free to write the manufacturer, who will cheerfully reply to any questions regarding the proper working of the system.

Chas. M. Cott
Registered U. S. Patent Office

An Identifying
Trade Mark

THIS SUB-INDEX

IS AN INDEX TO THE GENERAL
INDEX OF WHICH IT IS A PART

The pages of the General Index devoted to this Initial Letter follows immediately after this Sub-Index. Figures opposite the name indicate the page where entries are made.

EXTENSION TABS or the book itself represent the first unit of subdivision and refer to Surname Initials.

MARGINAL CUTS represent the second unit of subdivision, and are usually the Second Letter of Surname, or Guide Letters.

THE BLOCKS or *COLUMNS* on the Sub-Index, still further subdivide Names, according to the designations printed thereon.

The General Index can be ruled in any manner required, and is adapted for the indexing of all kinds of records, and for any number of names from 10,000 up to 1,000,000 or more.

COTT INDEXING SYSTEMS FOR PUBLIC
RECORDS AND COMMERCIAL USE

Patented by C. M. Cott and Patents Pending

The Cott Printing & Index Co.

INDEX BOOKS AND INDEX SYSTEMS INSTALLED
FOR STATE, COUNTY AND MUNICIPAL RECORDS

Loose Leaf Indexes and Loose Leaf Records

COLUMBUS, OHIO, U. S. A.

U. S. Copyright No. 103632

THE COTT INDEX CO.

Index Specialists Since 1888

COLUMBUS, OHIO

Ra Rb Rc Rd	Page	Ra Rb Rc Rd—Continued	Page	Re Rf Rg	Page	Rh Ri to Rn	Page
Ray-Wray	2			Reid-Reed	11	Rippy	8
Randall	4			Reynolds	18	Richards	12
Ramsuer	10			Reinhardt-Reinhart	62 34	Riley	15
Ramsey	16			Reese-Reece	35	Rhyne	19
Ravenel	22			Revels	43	Riddle	20
Raney-Rainey	29			Remington	46B	Richardson	25
Rendolph	38			Rex	81 45B	Rickman	30
Rankin- <i>Ransins</i>	39			Revis - <i>Reavis</i>	43B	Rhodes	37
Rains <i>Raines</i>	40			Rector	37B	Rigby	42
Ratchford	26B			Reeder	51	Ridley	44
Revan	44B			Reaves-Reeves - <i>Reavis</i>	56	Rice	45
Radica	50			<i>Record</i>	60	Ritchey	42B
Ramey	52B			Redmond	64	Rigdon	15B
Ratterree	53B			Rees	66	Riding - <i>Ridings</i>	20B
Radford	55 B			Reinaldo	70	Rhame	21B
<i>Ransalerc</i>	62 B					Rivers	41B
<i>RAPE</i>	69			Redyke	72	Riggs	51B
<i>RAWLSON</i>	69-B			Register	80	Rising	54
<i>Raymer</i>	84			Remmey	82	<i>Rhinehart</i>	34 62
<i>Ragan</i>	87			<i>Rajan</i>	83	<i>Ritter</i>	27-B
						<i>Riddick</i>	71

0.34

Names of similar spelling and similar sound should be grouped together and given the same page number. Indicate on Sub-index the different ways the name is spelled, duplicating the name in more than one column when necessary.

THE U.S. PATENT OFFICE
Chemical
 An Identifying Trade Mark
 The Galt Index Company,
 Columbus, Ohio
 U.S. Copyright
 No. 105632

RENEW THESE IMPORTANT SHEETS WHEN BY USE THEY BECOME DEFACED OR WORN
46 buff sheets and 20 tab sheets go to make up complete set No. 0 (designated by 0 preceding numbers)
92 buff sheets and 20 tab sheets go to make up complete set No. 1 Regular (designated by regular numbers)
104 buff sheets and 26 tab sheets go to make up complete set No. 1 Split (designated by S following numbers on certain sheets under letters E-C-H-M and S)
Economical to order complete sets. When ordering one or more buff sheets (broken sets) give complete numbers, etc., appearing on this margin. Order tab sheets by alphabet lettering.

0.35

Rh Ri to Rn—Continued Page

Ro to Rt Page

Ro to Rt—Continued Page

Ru Rv Rw Rx Ry Rz Page

Robbs	1
Ross	5
Robison Robison Robeson	6
Robinson-Robertson	6
Roberts	7
Roark	13
Rogers-Rodgers	14
Roddy	17
Robinett Robinett	21
Roundtree	23
Royster	26
Rowe	28
Rosborough-Roseboro	32
Robbins	33
Rollins	41
Roach	48
Roxchild	17B
Rodeffer	29B
Rorie	49B
Rook	50B
Rouse	55
Rowland Rowland	57
Routh	58B
Roche	59
Rosemond	63
Rose	63-B
Rabellot	67
Rochester	64-B
Raper	68
Roof	76
Rockfeder	77

Ruppe	3
Rudasill Rudasill Ruderson-Rudisill	31
Russell	36
Rush	47
Ruggles	22B
Rumfelt	49
Ryder	34B
Russ	27B
Runyons Runyons	30B
Rucker	53
Ruff	57B
Rumpf	54B
Rubert	60-B
Rufty	79
Rufus	82
Richford	86
Ryan	83

R

Firms
and
Corpo-
rations
OVER

Corporations and Firms	Page	Corporations and Firms	Page
Ross Land Company	24		
Robbs, T & Company	27		
Rye-ola Bottling Company	46		
Redland Farms	47B		
Ross Tin Mine Company	73 39B		
Reconstruction Finance Corporation	28B		
Rehoboth Church (See Deacons and Trustees)			
Righteous Church of God(See Trustees)			
Rhyne & Kitchen	35B		
R.F. C. Mortgage Company, The	52		
Royal Indemnity Company, a Corporation	58		
<i>Rutherford County Memorial Cemetery</i>	<i>67-0</i> 41		
<i>Rutledge Acres</i>	67B		
<i>Robinson & Bogan Used Cars, Inc.</i>	75		
<i>Gidgecrest Heights</i>	78		
<i>Reproco, Inc.</i>	85		
<i>Ross-Hill of Duffryn, Inc.</i>	88		

REG. U.S. PAT. OFFICE
 Copyright © 1932
 The Goff Index Company,
 Columbus, Ohio
 U.S. Copyright
 No. 103632
 Names of similar spelling and similar sound should be grouped together and given the same page number. Indicate on Sub-index the different ways the name is spelled, duplicating the name in more than one column when necessary.