Service Men’s Arts Center and Contact Bureau of San Francisco Records
A Finding Aid to the Collection in the Library of Congress

Contact information: http://hdl.loc.gov/loc.mss/mss.contact

Catalog Record: https://lccn.loc.gov/mm82039487

Additional search options available at: https://hdl.loc.gov/loc.mss/eadmss.ms010246

Prepared by Alys Glaze
Finding aid encoded by Glenn R. Gardner, 2010
Collection Summary
Title: Service Men’s Arts Center and Contact Bureau of San Francisco Records
Span Dates: 1940-1946
Bulk Dates: (bulk 1942-1945)
ID No.: MSS39487
Creator: Service Men’s Arts Center and Contact Bureau of San Francisco
Extent: 300 items
Extent: 2 containers
Extent: 0.8 linear feet
Language: Collection material in English
Location: Manuscript Division, Library of Congress, Washington, D.C.
LC Catalog record: https://lccn.loc.gov/mm82039487

Summary: Recreational center established during World War II for military personnel whose civilian professions or avocations included the fine arts. Letters received by Charles Cooper, managing director, and his wife, Marie Cooper. Includes a register of visitors to the center, samples of poetry, musical and radio programs, newspaper clippings, bulletins, photographs, and publicity material.

Selected Search Terms
The following terms have been used to index the description of this collection in the LC Catalog. They are grouped by name of person or organization, by subject or location, and by occupation and listed alphabetically.

People
Cooper, Charles--Correspondence.
Cooper, Marie--Correspondence.

Organizations
Service Men's Arts Center and Contact Bureau of San Francisco.

Subjects
Arts--California--San Francisco.
Canteens (Establishments)--California--San Francisco.
Poetry.
World War, 1939-1945--War work--California--San Francisco.

Places
United States--Armed Forces.

Provenance
The records of the Service Men’s Arts Center and Contact Bureau of San Francisco were given to the Library of Congress by Charles Cooper, founder and executive director of the center, in 1946.

Processing History
The records of the Service Men’s Arts Center and Contact Bureau of San Francisco were processed in 1946. The collection was reprocessed in 2001 in preparation for microfilming.

Copyright Status
The status of copyright in the unpublished writings of the Service Men’s Arts Center and Contact Bureau of San Francisco is governed by the Copyright Law of the United States (Title 17, U.S.C.).
Access and Restrictions
The records of the Service Men’s Arts Center and Contact Bureau of San Francisco are open to research. Researchers are advised to contact the Manuscript Reading Room prior to visiting. Many collections are stored off-site and advance notice is needed to retrieve these items for research use.

Preferred Citation
Researchers wishing to cite this collection should include the following information: Container number, Service Men’s Arts Center and Contact Bureau of San Francisco Records, Manuscript Division, Library of Congress, Washington, D.C.

Scope and Content Note
The Service Men’s Arts Center and Contact Bureau of San Francisco Records span the years 1940-1946, with the bulk of the material dated 1942-1945. Charles Cooper, a concert pianist, and his wife, Marie, founded the center in 1942, with Cooper acting as executive director. The center functioned as an unofficial club and hospitality center for artists in the armed forces. Service members could use private practice rooms and studios to develop and keep artistic skills current, and Cooper arranged for private lessons, art supplies, literary agents, and concert performances for military service members stationed or furloughed near San Francisco.

The collection includes cards that the Coopers used to inventory visitors’ interests and correspondence from service members around the world, some with discussions of the war. There are poems, photographs of students and their works, newspaper clippings, bulletins, and programs. A report related to the closing of the Service Men’s Arts Center in May 1945 is also included. A guest register lists daily visitors to the center, with signatures often including doodles, sketches, and musical notations.

Arrangement of the Papers
This collection is arranged by type of material.
## Container List

<table>
<thead>
<tr>
<th>Container</th>
<th>Contents</th>
</tr>
</thead>
<tbody>
<tr>
<td>BOX 1</td>
<td>Card file, 1942-1945, undated</td>
</tr>
<tr>
<td>BOX 1</td>
<td>Correspondence, 1940-1946, undated</td>
</tr>
<tr>
<td></td>
<td>(7 folders)</td>
</tr>
<tr>
<td>BOX 1</td>
<td>Guest register</td>
</tr>
<tr>
<td>BOX 1</td>
<td>1942-1943</td>
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<tr>
<td>BOX 2</td>
<td>1944-1945</td>
</tr>
<tr>
<td>BOX 2</td>
<td>Photographs, undated</td>
</tr>
<tr>
<td>BOX 2</td>
<td>Poetry, 1941-1944, undated</td>
</tr>
<tr>
<td>BOX 2</td>
<td>Printed matter, 1942-1945, undated</td>
</tr>
<tr>
<td>BOX 2</td>
<td>Programs, 1942-1944, undated</td>
</tr>
<tr>
<td>BOX 2</td>
<td>Reports, 1942-1945, undated</td>
</tr>
</tbody>
</table>