**Archive box list template**

Take from The National Archives’ *Archive Principles and Practice: an introduction to archives for non-archivists*

Available at: <https://cdn.nationalarchives.gov.uk/documents/archives/archive-principles-and-practice-an-introduction-to-archives-for-non-archivists.pdf>

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| **Box /** **Volume numbers** | **Title** | **Number of boxes / Volumes** | **Box contents** | **Covering dates** | **Notes on problems / conditions** |
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