

REGULATIONS

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OF THE

INDIAN DEPARTMENT,

WITH

AN APPENDIX CONTAINING THE FORMS USED.

PUBLISHED BY AUTHORITY OF THE SECRETARY OF THE INTERIOR.

Indian Bureau of Indian Affairs
REVISED BY THE INDIAN BUREAU.

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DEPARTMENT OF THE INTERIOR,
OFFICE OF INDIAN AFFAIRS,
Washington, February 18, 1884.

The Honorable the SECRETARY OF THE INTERIOR :

SIR: I have the honor to submit herewith for your approval a revision of the "Instructions to Indian Agents" of October 1, 1880, entitled "Regulations of the Indian Department, 1884," containing the regulations in force at the present date governing the management of affairs growing out of Indian relations.

Very respectfully, your obedient servant,

H. PRICE,
Commissioner.

DEPARTMENT OF THE INTERIOR,
Washington, September 22, 1884.

The COMMISSIONER OF INDIAN AFFAIRS :

SIR: The revision of the Regulations of the Indian Department submitted with your letter of February 18, 1884, and again submitted September 19, 1884, with corrections and amendments, also with remarks made in response to criticisms of this Department thereon, having been further examined, is herewith returned approved.

Very respectfully,

H. M. TELLER,
Secretary.

The President may prescribe such regulations as he may think fit for carrying into effect the various provisions of any act relating to Indian affairs and for the settlement of accounts of Indian affairs. [§ 465 *Rev. Stat.*]

The President speaks and acts through the heads of the several Departments in relation to subjects which appertain to their respective duties. [*Wilcox vs. Johnson*, 13 *Peters*, 498.] JSC (CSON)

As a general rule the direction of the President is to be presumed in all instructions and orders issuing from the competent Department. [*VII Op. Atty Gen'l*, 453.]

The Commissioner of Indian Affairs shall, under the direction of the Secretary of the Interior, and agreeably to such regulations as the President may prescribe, have the management of all Indian affairs, and of all matters arising out of Indian relations. [§ 463 *Rev. Stat.*]

All accounts and vouchers for claims and disbursements connected with Indian affairs shall be transmitted to the Commissioner for administrative examination, and by him passed to the proper accounting officers of the Department of the Treasury for settlement. [§ 464 *Rev. Stat.*]

NOTE.

If certain subjects cannot be found under the heading where they would seem naturally to belong, they may be found by reference to the subject index at the end of the book.

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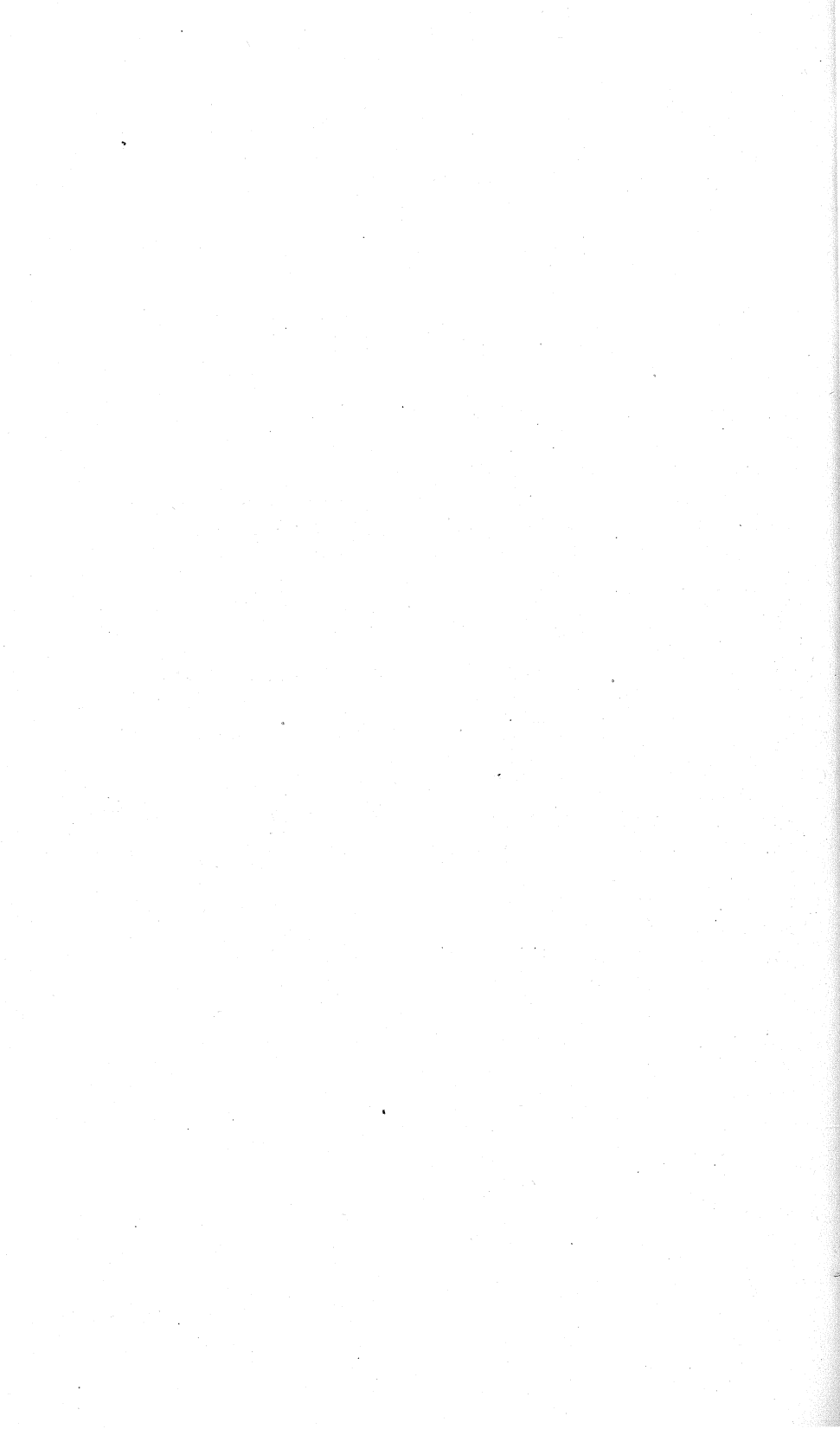
DEPARTMENT OF THE INTERIOR,
OFFICE OF INDIAN AFFAIRS,
Washington, October 1, 1884.

The following regulations governing the management of affairs growing out of Indian relations are promulgated for the information and guidance of all concerned.

Indian agents and all other officers of the Indian Department are enjoined to carefully study the regulations herein set forth and to render a strict compliance therewith in every particular.

Papers or accounts not made out in the prescribed form may be returned to the officer by whom prepared for restatement, while a continued disregard of the regulations laid down on the following pages will render the offender liable to suspension from office.

H. PRICE,
Commissioner.



REGULATIONS OF THE INDIAN DEPARTMENT.

CONTRACTS AND PURCHASES.

1. All purchases and contracts for supplies or services, except for personal services and supplies not exceeding five hundred dollars in value at any one time, and except also contracts for transportation not exceeding two thousand dollars in amount, shall be made only after due public advertising for proposals respecting the same. See sections 69-73. In case of exigency, however, when immediate delivery is necessary to the wants of the public service, the Secretary of the Interior may in his discretion direct that supplies to an amount not exceeding three thousand dollars be obtained by open purchase, at the places where articles of the description wanted are usually bought and sold and in the mode in which such purchases are ordinarily made between individuals. (See section 56.) [§ 1 *Ins.* 1880; §§ 3709, 2083 *R. S.*; *Acts March 3, 1877*, §§ 1, 2, 19 *Stat.*, 271; *May 17, 1882*, § 3, 22 *Stat.*, 87; *March 1, 1883*, § 3, 22 *Stat.*, 450; *II Op. Att'y Gen'l*, 257; *III ib.*, 437.]

2. Goods for any tribe can only be purchased upon the written requisition of the agent in charge of the tribe. Hence agents will transmit to the Indian Office annually, upon blank forms furnished for the purpose, which will be forwarded to them at the proper time, estimates made as carefully as possible, of the quantities of all articles needed for use during the entire fiscal year in the office, schools, blacksmith and carpenter shops, for farm work, repairs and erection of buildings, &c., and all subsistence supplies necessary for the support of the Indians.

School estimates must be forwarded separately from the others.

Purchases will be made as far as practicable by the Indian Office, and the various articles forwarded, under transportation contracts to the several agencies. [§ 5 *Ins.* 1880; § 2084 *R. S.*]

PROPOSALS.

3. When it is necessary to procure supplies or services, bids or proposals shall be invited for the same by advertisement in one or more papers of the largest circulation in the localities most favorable for securing the services or purchasing the articles required. [§ 8 *Ins.* 1880; §§ 2083, 3709 *R. S.*]

4. Information in detail in regard to supplies or services for which

proposals have been invited will be furnished to all persons desiring it on application to the source designated in the advertisement. Blank forms for bidding will also be furnished.

5. Proposals should be made in strict accordance with the terms of the advertisement or circular of instructions to bidders.

6. Proposals for supplies should be so framed that each article may be considered separately. [§ 8 *Ins* 1880.]

7. Specifications need not be written out in the body of a proposal. Their attachment to the proposal and the declaration that they form a part of it will be sufficient.

8. Each bid must contain the names of all parties interested in or parties to it, and must be signed by the bidder submitting the same with his usual signature in full.

9. Bidders must designate their place of business and post-office address.

10. A copy of the advertisement inviting the proposal must be attached thereto.

11. The contracting officer is at liberty to reject a bid from any person who has in any respect defaulted in any previous bid or contract.

12. Any or all bids, or any part of any bid, will be rejected if deemed for the best interests of the Government.

13. Whenever bids for any article are received containing conditions detrimental to the Government, they may be rejected, and the articles specified in such bids purchased in open market, at prices not to exceed those of the lowest bidder and not to exceed the market price of the same, until such time as satisfactory bids can be obtained, for which immediate advertisement shall be made. [*Act March 1, 1883, § 7, 22 Stat., 451.*]

14. (1) Bids for goods, &c., to be furnished or service to be performed must be accompanied by a certified check or draft for 5 per cent. of the amount of the bid, payable to the Commissioner of Indian Affairs, upon some United States depository, or such solvent national bank as the Secretary of the Interior may designate.

(2) In case a bidder on being awarded a contract fails to execute the same, the amount deposited shall be forfeited and paid into the Treasury of the United States.

(3) If the contract is duly executed the amount deposited will be returned to the bidder. [§ 9, *Ins.*, 1880; *Acts June 22, 1874, § 6, 18 Stat., 176; March 3, 1875, § 9, 18 Stat., 450.*]

15. Bidders will be required to furnish samples of the articles bid for except in the case of articles of which it would be inconvenient to furnish samples. In such cases the kind and quality of the article proposed to be furnished must be stated, the Department reserving to itself the right to call for such samples if deemed for the best interests of the service.

16. All samples should be delivered at the place, and before the time of opening bids.

17. No sample will be opened until after all the bids have been publicly read.

18. As soon as practicable after the reading of the bids the samples offered will be examined and passed upon by some competent person or persons to be designated by the contracting officer.

19. Proposals must be inclosed in envelopes, sealed, and indorsed and addressed as required by the advertisement, and must be received by the officer to whom addressed before the time appointed for the opening.

20. All proposals received prior to the advertised time of opening must be securely kept by the officer to whom addressed, and must not be opened nor read until the time appointed.

21. Bids shall be opened and read aloud at the time and place designated, in the presence of bidders and others who may wish to attend, and the contracts shall be awarded to the lowest responsible bidder for the best interests of the service; but no service shall be performed in pursuance of such contract, nor shall any supplies be received under it, until after the same shall have been approved by the Secretary of the Interior. (See section 50.) [§ 10 *Ins.* 1880; §§ 3710, 3722 *R. S.*]

22. As soon as practicable after the proposals have been opened and read, an abstract of them shall be made, upon which shall be entered every proposal received. The accepted bid, with the quantity and price of the article to be furnished thereunder, shall also be noted on said abstract. [*Act August 15, 1876, § 3, 19 Stat., 199.*]

23. An abstract of the proposals must accompany the copy of the contract sent to the Second Comptroller. [*Act August 15, 1876, § 3, 19 Stat., 200.*]

24. In case of a contract made by an Indian agent the abstract of proposals must be duly certified to by the agent and forwarded to the Indian Office, with the original of the contract. Copies of the abstract are not required with the other four parts of the contract.

CONTRACTS.

25. Every contract must be reduced to writing and signed by the contracting parties at the end thereof. [§ 3744 *R. S.*]

26. All contracts must be executed in quintuplicate; the original to be sent to the Second Comptroller within ninety days of its date; one copy to the Second Auditor, one to each agent affected by the contract, one to the contractor, and the quintuplicate, with accompanying papers (see section 41), to the Returns Office of the Interior Department. [§ 12 *Ins.* 1880; § 3743 *R. S.*; *Act March 3, 1875, § 7, 18 Stat., 450.*]

27. In case a contract is made by an Indian agent the entire five copies thereof must be forwarded to the Indian Office. After the contract has been examined and approved and the several copies compared and verified, one copy will be returned to the agent for the agency files, and one sent to the Returns Office, as required by section 41.

28. In executing contracts for Indian supplies the Department reserves the right to increase or diminish the quantity of any of the articles embraced in the bids, and to increase or diminish the amount specified in any contract.

29. Contracts executed by firms must be signed by *each* member of the firm. The ordinary firm-signature is not sufficient. The "party of the second part," in the body of the contract should be indicated thus: "John Smith, James Brown, and William Jones, partners in business under the firm-name of Smith, Brown & Co." As a general rule, however, one member only of a firm should sign bid and make contract. [§ 12 *Ins.* 1880.]

30. Contracts executed by the president, secretary, or other officer of an incorporated company, must be accompanied by a certificate of the board of directors or executive committee thereof, under seal, that the officer so signing was duly authorized to make contract for and on behalf of the company, and that the act of such officer in executing the contract is binding upon the company represented by him. The manner of affixing the signature must be as follows: "The Moline Wagon Co., by John Doe, vice-president." [§ 12 *Ins.* 1880.]

31. The Christian names of all parties appearing in a contract must be written and signed in full, and the signature of each contracting party witnessed by at least two persons. The signature of a witness should be written opposite to the signature witnessed. [§ 12 *Ins.* 1880.]

32. An impression or seal of some adhesive substance must be affixed to the signature of each principal and surety. [§ 12 *Ins.* 1880.]

33. Contracts signed by an agent of a firm, or by one member for another, or by an attorney, are not valid unless the same be accompanied by a duly executed power of attorney from the party or parties for whom such agent, member, or attorney shall sign (of date even with or prior, except in the case of a general power of attorney, to the date of the instrument), which power of attorney must set forth specifically the particular purpose for which it was given by describing in full the names of the contracting parties, and the date and object of the contract. [§ 12 *Ins.* 1880.]

34. The post-office address of contracting parties and witnesses must be given. [§ 12 *Ins.* 1880.]

35. Quantities should be stated in words as well as figures. [§ 12, *Ins.* 1880.]

36. In contracts for goods and supplies, point and time of delivery must be distinctly stated. [§ 12 *Ins.* 1880.]

37. The advertisement under which award is made must form part of and be attached to each contract; and when the contract is made by an Indian agent a copy of the authority therefor must also be attached. [§ 12 *Ins.* 1880.]

38. All dates must be carefully supplied, and all particulars and con-

ditions stated as fully and clearly as may be practicable. [§ 12 *Ins.* 1880.]

39. Erasures, interlineations, or other irregularities must be explained over the signatures and seals of the parties to the instrument. [§ 12 *Ins.* 1880.]

40. Every contract must contain a clause to the effect that no member of, or delegate to, Congress, officer or agent of the Government, or any employé thereof, has any interest in, or shall derive any benefit or profit, directly or indirectly, therefrom. [§ 13 *Ins.* 1880; §§ 3739, 3741, 3742 *R. S.*; *Act June 22, 1874*, § 10, 18 *Stat.*, 177.]

41. A copy of each contract must be filed by the officer making and signing the same in the Returns Office of the Department of the Interior as soon after the contract is made as possible, and within thirty days, together with all bids, offers, and proposals to him made by persons to obtain the same, and with a copy of any advertisement he may have published inviting bids, offers, or proposals for the same. All the copies and papers in relation to each contract shall be attached together by a ribbon and seal, and marked by numbers in regular order, according to the number of papers composing the whole return, and must have affixed the affidavit of the contracting officer in the following form, sworn to before some magistrate having authority to administer oaths:

I do solemnly swear (or affirm) that the copy of contract hereto annexed is an exact copy of a contract made by me personally with ————; that I made the same fairly, without any benefit or advantage to myself, or allowing any such benefit or advantage corruptly to the said ————, or any other person; and that the papers accompanying include all those relating to the said contract, as required by the statute in such cases made and provided.

[§ 14 *Ins.* 1880; §§ 3744, 3745 *R. S.*]

42. The law provides that every officer who makes any contract and fails or neglects to make return of the same according to the provisions of the preceding section, unless from unavoidable accident or causes not within his control, shall be deemed guilty of a misdemeanor, and shall be fined not less than one hundred dollars nor more than five hundred, and imprisoned not more than six months. [§ 14 *Ins.* 1880; § 3746 *R. S.*]

43. Contracts entered into without due advertisement are considered by the accounting officers of the Treasury as "open-market" transactions; subject to the same rules as such transactions, and are, therefore, prohibited. [§ 15 *Ins.* 1880.]

44. All contracts terminate with the fiscal year for which they are made, except for buildings and other permanent improvements. [§ 104 *Ins.* 1880; §§ 3735, 3679 *R. S.*; *IV Op. Att'y Gen'l*, 476.]

45. No contract shall be made unless the same is authorized by law, or is under an appropriation adequate to its fulfillment. [§ 3732 *R. S.*; *IV Op. Att'y Gen'l*, 600.]

46. A contract once properly executed cannot be altered or modified,

nor can the time fixed for its completion be extended without the consent of the bondsmen, except as may be provided in the contract.

47. Contracts are not transferable. A transfer annuls the contract so far as the United States are concerned. [§ 3737 *R. S.*]

48. Payment for performance of service or for delivery of supplies under contract shall not exceed the value of service rendered or of the articles delivered previously to such payment. [§ 3648 *R. S.*]

49. Where the agent is authorized to enter into contract, he should advertise for proposals (see sections 69–73) for furnishing the articles required, and should award the contract for the several articles advertised for to the lowest bidder or bidders therefor, stipulating in his contract for such an increase or diminution of the quantities as might be rendered necessary by the demands of the service, and for the delivery of the articles at such times throughout the year as they may be needed. Agents, however, should not order the delivery of any articles thus contracted for without obtaining specific authority from the Indian Office. [§ 6 *Ins.* 1880.]

50. Where contracts are let at any commercial center at a distance from the agency, it might be advisable to contract for the delivery of the goods by the contractor at the agency. Where samples accompany the bids, and because of the superiority of the samples, or other good cause, the contract is awarded to a bidder not the lowest, the reason for such award must be stated. (See section 21.) [§ 6 *Ins.* 1880.]

BONDS.

51. Each contract must be accompanied by a joint and several bond duly executed for the faithful performance thereof. [§ 11 *Ins.* 1880.]

52. Only one bond will be required with each contract. [§ 12 *Ins.* 1880.]

53. The bond for each contract should be for a sum equal to at least fifty per cent. of the amount of the contract.

54. In the jurat of the bond, the amount of the bond should first be written, each surety signing after and opposite the amount of qualification, which qualification should be in the full amount of the bond. [§ 12 *Ins.* 1880.]

55. Bonds must be executed in accordance with the following directions:

First. The bond must be dated.

Second. There must be at least two sureties

Third. The full name of the principal and of each of his sureties should be written in the body of the bond and so signed to the bond.

Fourth. There must be a seal, of wax, wafer, or other adhesive substance, attached to the signature of each obligor and surety. The printed word "seal" or a scroll is not sufficient.

Fifth. The signature of the principal and of each of the sureties must be made in the presence of two persons, who must sign their names as witnesses; and it must appear for whom each witness signs.

Sixth. Each surety must make and sign an affidavit of an amount he is worth after paying just debts and liabilities.

Seventh. The several sums in which the sureties justify must aggregate at least double the penalty of the bond.

Eighth. The acknowledgments and oaths called for may be made before any officer duly qualified by the local laws of the place where the bond is executed. An affirmation, in judicial form, will be accepted instead of an oath.

Ninth. Whenever the officer before whom any of the acknowledgments are made, or oaths taken, has an official seal, he should use it. There should be a separate and distinct impression of the official seal for each acknowledgment or oath.

Tenth. Whenever any acknowledgment is made or oath taken before any officer not a clerk of a court of record, the official character and standing of such officer, whether notary public or justice of the peace, should be evidenced by the formal certificate of the clerk of the proper court of record or other competent authority.

Eleventh. Sureties must not be bonded officers of the United States, contractors for the Indian service, nor married women.

Twelfth. A firm will not be accepted as surety, nor will a partner be accepted as surety for a copartner or for a firm of which he is a member.

Thirteenth. An officer of a corporation will not be accepted as surety for such corporation.

Care should be taken that no erasures or mutilations of any kind be made, and, if made, all such will be stated and certified before signing. [§ 225 *Ins.* 1880. See § 3722 *R. S.*]

OPEN-MARKET PURCHASES.

56. Purchases to an amount not exceeding five hundred dollars, and in case of exigency to an amount not exceeding three thousand dollars, may be made in open market without advertising, in the manner customary among individuals; but all purchases of subsistence supplies must be limited to those articles comprising the established Indian ration, and the ration specified for boarding schools when necessary to supply the wants of said schools. (See section 1.) [§ 1 *Ins.* 1880; *Act March 3, 1877*, § 2, 19 *Stat.*, 293.]

57. In all cases of open-market purchase by an agent involving any considerable expenditure of money the agent will invite informal proposals from the principal dealers in the articles needed, who may be within his reach. All such proposals must be forwarded with the voucher covering the purchase, as evidence that the prices paid were the lowest and most favorable that could be obtained.

But this section is not to be construed as applying to purchases from Indians. [*Decis. Sec. Int. November 1, 1882.*]

58. Specific authority of the Secretary of the Interior must be obtained for purchases of any kind and before purchase is made, except in cases of special exigency, when the absolute necessities of the service will not admit of the delay incident to securing such authority. In such cases purchases may be made by agents before authority is obtained, but only to the extent of relieving the immediate necessity. [§ 2 *Ins.* 1880.]

59. Agents are not the sole judges of the exigency spoken of in the preceding section, but a full report of the facts attending purchases made without authority, accompanied by an itemized list showing articles purchased and prices paid, must be immediately submitted for the consideration of the Indian Office. If agent's purchase is approved, a copy of the letter of approval must be filed in the officer's quarterly accounts with the vouchers representing the purchases, as required by Section 291, or must accompany certified vouchers if to be paid through the Indian Office. With proper care and foresight on the part of agents, however, such exigencies will but seldom arise, and so far as practicable all purchases should be made by contract. [§ 2 *Ins.* 1880.]

60. Agents making purchases without previous authority therefor do so at their own risk. If such purchases do not meet with the approval of the Secretary of the Interior, the agent making them will be compelled to make payment therefor out of his own private funds. [*Cir.* 89, *Ind. O.*]

61. The fact of an agent having in his hands public funds applicable thereto, or that funds are sent him for a specific purpose in accordance with his estimate, does not confer the necessary authority to make any purchases whatever. [§ 3 *Ins.* 1880.]

62. All authorities to purchase in open market, or to employ labor, emanate from the Secretary of the Interior, and expire at the end of each fiscal year. No indebtedness must be incurred under an authority in a fiscal year subsequent to the one in which it is granted until the authority has been renewed. (See section 264.) [*Cir.* 98, *Ind. O.*]

63. Authorities to make purchases in open market do not cover expenses of journeys by the agent to neighboring cities, towns, or villages to make such purchases. When such journeys are necessary, authority therefor must be requested at the same time as the authority to make the purchase, and the action of the agent should conform to the authority granted. [*Cir.* 108, *Ind. O.*]

64. Requests for authority to purchase must not only specify particularly whether sufficient funds are in hand applicable thereto, designate the title of the appropriation it is proposed to use, and the amount required for each particular item, but must show fully and clearly the facts upon which the agent bases his judgment of the necessity of the purchase. [§ 4 *Ins.* 1880; *Cir.* 89, *Ind. O.*]

65. In submitting requests for authority to purchase agents must state explicitly whether or not the prices quoted include the cost of trans-

porting the required articles to the agency. If not, the estimated cost of such transportation must be given. (See section 50.)

66. Requests for authority to make purchases or for other purposes should, in all possible cases, be made by letter and not by telegraph. (See section 132.) [*Cir. 82, Ind. O.*]

67. When the interests of the service at an agency require purchases to be made, a list of the articles to be purchased (except estimates for medical supplies and hospital stores, which must be made on separate blanks), with the probable cost of the same, must be forwarded to the Indian Office for consideration, and further action suspended until the requisite authority is communicated. [*§ 7 Ins. 1880.*]

68. Purchases should not be made from employes of the Indian service except Indian employes. [*§ 211 Ins. 1880; Cir. 65, Treas., 1875.*]

ADVERTISING.

69. The law requires advertising for all purchases and contracts for supplies and services, except personal services, and also except in cases when the public exigency requires immediate delivery or performance. (See sections 1 and 105.) [*§ 73 Ins. 1880; § 3709 R. S.*]

70. No advertisement, notice, or proposal for the Indian service shall be published in any newspaper whatever except upon the prior written authority of the Secretary of the Interior; and no bill for any such advertising or publication shall be paid unless there be presented with such bill a copy of such written authority. [*§ 72 Ins. 1880; § 3828 R. S.*]

71. When an agent desires to enter into contract for any purpose whatever, he will prepare a copy of the proposed advertisement, and will forward the same to the Indian Office, stating in what paper or papers, and whether dailies or weeklies, it should, in his judgment, be inserted, and for what length of time, for the action of the Department, in connection with his application to enter into contract. [*§ 74 Ins. 1880.*]

72. Where sales of condemned public property are authorized by the Department, the agent will submit a copy of the proposed advertisement, in accordance with the above section, except where the advertisement shall be authorized to be made by posters. [*§ 75 Ins. 1880.*]

73. At least three weeks must intervene between the date of the first publication of the advertisement and the date designated in such advertisement for the opening of the bids or the sale to take place. [*§ 76 Ins. 1880; Act May 11, 1880, § 3, 21 Stat., 132.*]

74. Advertisements, notices, and proposals for contracts will be paid for at a price not to exceed the commercial rates charged to private individuals, with the usual discounts; such rates to be ascertained from sworn statements of the proprietors or publishers of the newspaper containing the publication. [*§ 77 Ins. 1880; Act June 20, 1878, § 6, 20 Stat., 216.*]

75. All accounts for advertising must be presented to the Indian Office by the newspaper publishing the same, accompanied by a copy of

each issue of the paper in which the advertisement appears, a printed schedule of the rates, supported by the affidavit required by preceding section, and the authority for the publication of the advertisement. [§ 77 *Ins.* 1880 ; *Cir.* 65, *Treas.*, 1875.]

76. Blank form of the affidavit required by law as to rates (see form on page 243) will be furnished publishers. The affidavit should also show the name of the party who is authorized to receive and receipt for money due the paper or publishing company. [§ 77 *Ins.* 1880.]

DELIVERY AND INSPECTION OF SUPPLIES.

77. All articles furnished under contract will be subject to inspection, and must be delivered at the places designated for their reception in such quantities as may be required, strongly and properly packed, in perfect order for shipment, fully and plainly marked according to directions.

78. No charges will be allowed for cases, packing, baling, cooperage, &c.

79. Such articles as in any respect fail to conform to the samples will be rejected and the contractor required to furnish such as will conform thereto. In the event of his failure to do so they will be purchased at his expense.

80. When articles of any kind have been delivered at an agency under the terms of any approved contract, whether made by the Indian Office or an agent, and an inspection of said supplies has been made by a duly authorized inspector, as mentioned in section 316, the agent will issue his receipt in duplicate (stating such fact over his official signature) therefor, the original to be given to the claimant and the duplicate to be forwarded to the Indian Office by the first mail. [§ 97 *Ins.* 1880.]

81. The number or quantity of the articles, &c., or weight, must be stated in words, and where weight is mentioned it should be specified whether the same be net or gross. When for beef cattle, the number of head, and the number of cows and steers respectively, as well as the weight of each class separately, will be stated ; the weight to be determined on the agency scales. The receipt must be accompanied by inspector's certificate and weigher's return in duplicate, showing the number of head in each draft, and the weight of the same. [§ 98 *Ins.* 1880.]

82. When articles have been delivered by a transportation contractor, the agent will receipt the bills of lading in a proper manner, being governed in this matter by the rules under head of "transportation of supplies." [§ 99 *Ins.* 1880.]

83. All references in certificates to number, weight, and price of articles paid for, or to be paid for, together with aggregate amount involved, should be written out in words as well as figures. [§ 100 *Ins.* 1880.]

84. Indian agents are not permitted to receive beef-cattle or other supplies from contractors in advance of the time fixed by the contract for delivery of the same. [§ 101 *Ins.* 1880.]

85. In contracting for such supplies the Department invariably reserves the right to vary the quantity to be delivered at the several times specified in the contract; a precaution necessary for the interests of the service, as it is impossible to determine in advance, with any degree of accuracy, the amounts which the service may from time to time require. [§ 102 *Ins.* 1880.]

86. No delivery of supplies will be made and no receipt given in excess of the amount provided for by the terms of the contract, unless the consent of the Department shall first have been obtained to increase the quantity thus delivered and received. [§ 103 *Ins.* 1880.]

87. No receipt for articles delivered at an agency shall be issued by an agent until the proper examination has been held of their quantities and weights. Drafts of a few packages each of such articles as flour, sugar, coffee, corn, hard-bread, bacon, salt, soap, and all such articles as are usually sold by the pound, must be successively placed upon the scale and weighed, and a record made of the number of packages, the description of article, and the weight of each draft, until the total quantity and weight of each article has been ascertained and recorded. [§ 105 *Ins.* 1880.]

88. A sufficient number of the containing barrels, boxes, and bags must be weighed separately from their contents, to furnish a criterion whereby to estimate the proper deductions to be made for "tares" of packages, and thus arrive at the net weights of articles; and the number of such barrels, boxes, and bags, as well as the weights of the containing packages (or tares), must be recorded in connection with the gross and net weights already referred to. [§ 105 *Ins.* 1880.]

89. A "weigher's return" marked original must be given to the contractor who delivers the goods, or to the transporter of the goods, and another marked duplicate forwarded to the Indian Office. The record of quantities and weights must be made in a suitable book, and the entries made in accordance with these directions, and such record must be preserved, and kept ready for inspection when called for by the duly authorized agents of the Government. [§105 *Ins.* 1880.]

FLOUR.

90. Flour, when received at any Indian agency, must be inspected by the agent, notwithstanding any other inspection of it which may have been made previously. [§ 106 *Ins.* 1880.]

91. When inspecting flour the agent must call to his assistance the agency miller, or, when there is no miller, some other employé most competent for the service. He must examine critically samples of flour from at least ten per cent. of the total number of sacks contained in each delivery, inspecting each separately, and rejecting such as are

found to be of a lower grade than the sample furnished him for comparison. [§ 106 *Ins.* 1880.]

92. If, upon inspection and comparison with the sample furnished, it shall be found that some of the flour which has been delivered is below the standard called for by the contract, the examination must continue until the agent is enabled to make a definite statement of the number of sacks of flour not equal to the sample. Upon ascertaining the quantity of inferior flour, the agent shall notify the contractor of his rejection of said flour. He shall also immediately notify the Commissioner of Indian Affairs as to the quality and quantity of the flour rejected, and of his action in the matter; and he shall forward a fair sample of the inferior flour for the Commissioner's inspection. [§ 106 *Ins.* 1880.]

BEEF.

93. Beef-cattle delivered at an Indian agency must be thoroughly inspected before acceptance by the agent in charge, and such inspection must be conducted in accordance with the rules and regulations herein-after set forth. [§ 107 *Ins.* 1880.]

94. At least three days previous to the appointed time for a delivery of cattle the agent will request the commandant of the nearest military post that an officer be detailed to join him in making the inspection. When making such request he will furnish for the information of the officer who may thereafter be detailed a copy of the contract under which the cattle are to be received. [§ 107 *Ins.* 1880.]

95. At the time of the inspection the agent shall not receive any cattle which may be objected to by the officer on the ground of non-conformity with the provisions of the contract, nor shall he receive any cattle which, in his judgment, should be rejected. In case of disagreement between himself and the military officer, he will report to the Indian Office full details of the inspection and disagreement. [§ 107 *Ins.* 1880.]

96. During the continuance of the inspection the agent shall mention, in the presence of the officer, the requirements of the contract respecting the condition as to health, the net percentages of good merchantable beef, the average and minimum gross weights, and the ages of the cows and steers respectively, which are to govern them in their judgment of the cattle offered for acceptance. [§ 107 *Ins.* 1880.]

97. No animal shall be put upon the scale with a view to its acceptance which does not conform to the stipulations of the contract. [§ 107 *Ins.* 1880.]

98. If, when called upon by the agent, the contractor fails to present proper cattle for inspection, and at the same time the agent cannot wait for permission from the Commissioner of Indian Affairs to purchase other cattle, the inspection of such cattle as may be offered shall proceed as heretofore directed; but only such limited number of the cattle offered shall be received as may be absolutely necessary to supply im-

mediate needs; and there shall be a deduction of 1 per centum in the price agreed upon in article 1 of the contract for each and every five pounds or fraction thereof that said cattle so received shall fall short of the standard weights agreed upon in article 5 of the contract. And if the respective Indian agents are compelled by the necessities of the service to receive cattle whose condition as to quality—although weighing the required average, as expressed in article 5 of the contract—renders them inferior to the requirements of said article 5, then the value of the cattle so received shall be determined by deducting from the price thereof, as agreed upon in article 1 of the contract, such a percentage as may be agreed upon by the agent and the military officer. The said agent and the officer to appoint, in case of their disagreement as to the percentage of said deduction, a third and disinterested person, to form with them a board of survey; the decision of a majority of such board so constituted as aforesaid to be final and binding on the parties hereto. [§ 107 *Ins.* 1880.]

99. If the services of a military officer cannot be secured for the inspection herein referred to, the agent will select in the place of said officer some one of his employes most competent for the office, and proceed as already indicated. [§ 107 *Ins.* 1880.]

100. The attention of Indian agents is particularly directed to articles 4, 6, and 7 of the contract for beef. (See form on page 202.)

Article 4 provides for the right of the Commissioner to purchase, if the contractor should fail to collect the beef-cattle fast enough in the vicinity of the places of delivery.

Article 6 provides for deductions in case the necessities of the service compel the acceptance of inferior cattle.

Article 7 provides for the rejection of inferior cattle not actually needed for the service, and the purchase of such cattle as may be required to supply the deficiency. [§ 107 *Ins.* 1880.]

101. It will be seen by article 4 that agents are expected to keep themselves informed as to whether or not the contractor is accumulating proper cattle fast enough to be able to deliver when called upon; and as the Commissioner's right to purchase, provided for in said article, cannot be availed of unless he is notified in time of the contractor's failure to collect proper cattle, agents must give these matters their particular attention. While the necessities of the service may be met with inferior cattle, as provided for in article 6, the mere statement of the agent that such necessity has arisen will not be considered as sufficient to exculpate him from the charge of neglecting to keep himself informed and notifying the Commissioner of the contractor's failure to collect proper cattle fast enough; he will be called upon to give good reasons for the neglect which led to the necessity of receiving poor cattle. The preliminary measures contemplated by article 4 must be given due attention by agents, in order that article 7 may be rigidly enforced. [§ 107 *Ins.* 1880.]

102. In addition to his own signature to the certificate of inspection, the agent must request that of the military officer, or the employé who acts with him; and in the absence of that of the military officer, he must give good reasons for failing to obtain his services. [§ 107 *Ins.* 1880.]

FORWARDING SAMPLES.

103. Whenever an inspection of flour, sugar, coffee, tobacco, or other supplies, has been made at an Indian agency, by inspectors duly appointed for the purpose, either with or without the assistance of the agent, and any of the articles so inspected shall prove to be of inferior quality to the samples upon which the goods were contracted for or purchased, it shall be the duty of the agent to consult with whomsoever may be making the inspection, and agree with him upon such samples as will represent the goods inspected, which must be forwarded to the Indian Office. There should be forwarded a sufficient number of samples (proportioned to the number of packages and quantity thereof upon which it is proposed to make report) inclosed in separate packages, numbered consecutively, and each marked with the number of packages, or pounds, which it is intended to represent, to afford full opportunity for the Indian Office to judge of the character of such goods as have been delivered, to enable it to make reclamation upon a definite quantity of said goods in such sums as it shall deem just and proper, and to secure to it the testimony of all the parties who may have acted as inspectors. If samples of the supplies contracted for or purchased have not been furnished to the agent, it will then, and in that case, become the duty of the inspectors to select the representative samples above referred to of such articles as flour, sugar, coffee, and tobacco, and, proceeding as already indicated, forward such samples to the Indian Office. [§ 108 *Ins.* 1880.]

104. A certificate of inspection should be forwarded at the same time with the samples, and should refer to them by numbers and quantities, and give the names of the contractors or vendors by whom they were delivered, and the dates of deliveries. [§ 108 *Ins.* 1880.]

TRANSPORTATION OF SUPPLIES.

105. Contracts for transportation of Indian supplies involving an expenditure of more than two thousand dollars must be advertised and let to the lowest bidder. [*Act March 3, 1877, § 1, 19 Stat., 291.*]

106. Payment for transportation will only be made on properly receipted bills of lading, for which necessary blanks will be furnished by the Office of Indian Affairs. (Form on page 218.) [§ 46 *Ins.* 1880.]

107. Agents must give on the receipted bills of lading the actual date upon which the goods were received.

108. Upon the delivery of the goods they must be weighed and re-

cepted for, at their actual weight only, by the consignee, or in his name by some one duly authorized to sign for him, which authority must be shown. [§ 46 *Ins.* 1880.]

109. Receipts for transportation of goods or supplies will be given in duplicate, which fact will be stated over the signature of the receiving officer; one copy of the receipt to be transmitted by said officer to the Office of Indian Affairs by first mail, and the other to be given to the carrier, to be by him forwarded. The weight of the articles transported should be stated in words as well as in figures. Settlement will only be made when both copies are in possession of the Indian Office. [§ 46 *Ins.* 1880.]

110. In case of loss of or damage to the public property, by shrinkage or otherwise, while in the possession of the carrier, the actual value of such loss or damage, including transportation, should be stated and fully explained on the bill of lading. Agents should state facts rather than conclusions. [§ 46 *Ins.* 1880.]

111. Packages of goods and supplies embraced in the bill of lading should be so distinctly described, by giving marks, numbers, and contents, as to clearly establish their identity. [§ 46 *Ins.* 1880.]

112. It is necessary that the route that the goods are to take should be indicated. [§ 46 *Ins.* 1880.]

113. No payment by agents or other disbursing officers of the Indian service to subsidized roads, or roads owned, leased, or controlled by the bonded roads, in any case will be allowed. [§ 46 *Ins.* 1880.]

114. Erasures, interlineations, or alterations in bills of lading must be explained thereon by the issuing or other competent officer, and said explanation must be signed by him. [§ 46 *Ins.* 1880; *Cir.* 116, *Ind. O.*]

115. When shortage is noted on bills of lading, the agents of the Government must state whether said deficiencies were attributable to natural shrinkage and wastage while in transit, or to the neglect of the carrier. [§ 47 *Ins.* 1880.]

116. Where agents of the Indian service are receiving stores and supplies from transportation contractors, and it is found upon their arrival at their respective destinations that there is a shortage on said stores from the amounts shipped, as indicated on the bills of lading, they are directed and required, in every instance, to fix and determine the responsibility of said shortage or deficiency, in accordance with the stipulations of the respective contracts. [§ 47 *Ins.* 1880.]

117. When purchases are made by agents, and the articles purchased are turned over to a contractor or other carrier for transportation from place of purchase to destination, a copy of the invoice of the articles bought must be furnished by the agent to accompany the bill of lading or other voucher issued to the transporter, to enable him to obtain pay for the service performed. (See section 319.) [§ 48 *Ins.* 1880.]

118. In all cases where supplies are purchased for the Indian service and are not deliverable at the agencies by the seller, but are to be transported to their destination by transportation contractors or by common

carriers, they must be delivered to said contractors or common carriers, and their receipts obtained, and said receipts must accompany the accounts in which the payment for said supplies is claimed. In these cases the Indian agents should not receipt for the supplies until they have been delivered to them by the transporters, and then only upon regular bills of lading. [§ 49 *Ins.* 1880.]

119. When the agent purchases supplies at a distance from the agency and turns them over to the freighter for transportation, he must state on the bills of lading the place where the vendor agreed to deliver such goods and supplies, whether at the place of sale or other point. [*Cir.* 64, *Ind. O.*]

120. No payment for transportation will be made until the transporter has delivered the freight to some responsible person, other than himself, and files a receipt for the same. [§ 50 *Ins.* 1880; *Cir. August 8, 1878, Ind. O.*]

121. A railroad bill of lading, signed by the agent in his regular capacity, will not be accepted in lieu of the transportation contractor's receipt. [§ 50 *Ins.* 1880; *2d Comp., November 3, 1876.*]

122. If a transportation contractor expects to be paid for transporting supplies, he must receipt for them in person, or by agent or attorney in his name. If an agent of a railroad or other common carrier receipts for supplies in his official capacity, it will be held that the transportation was done by the common carrier, and not by the contractor. To rebut this presumption will require the strongest affirmative testimony. [§ 51 *Ins.* 1880; *2d Comp., November 3, 1876.*]

123. In cases of transportation not under contract, the terminal points and the distance between them should be stated. [§ 52 *Ins.* 1880; *Cir.* 21, *Treas.*, 1875.]

124. The following is a table of land-grant railroads. The accounts for transportation of freight and passengers over these roads, based on properly receipted bills of lading and vouchers, will be reported to the Indian Office for examination, to be reported to the accounting officers of the Treasury for adjustment:

Table showing railroads over the land-grant portions of which no payments can be made.

Name of railroad.	Termini of land-grant portion.		Miles.
	From—	To—	
Alabama and Chattanooga	Wauhatchie, Tenn.	State line Mississippi and Alabama.	270½
Atchison, Topeka and Santa Fé	Atchison, Kans.	The State line	470.58
Atlantic and Pacific	Saint Louis, Mo	Springfield, Mo	242
Atlantic, Gulf and West India Transit Company's Railroad.	Fernandina, Fla	Cedar Keys, Fla	155
Burlington and Missouri River. {	Burlington, Iowa	Missouri River	279
	Plattsmouth, Nebr	Junction with Union Pacific Railroad, Nebraska.	191
Chicago and Northwestern, Iowa division. ² {	Cedar Rapids, Iowa	Missouri River, Iowa	272
	Branch, Lyons, Iowa	Clinton, Iowa	3
Chicago and Northwestern, Wisconsin division.	Fond du Lac, Wis.	Wisconsin State line	117

¹ The Atlantic and Pacific and the Missouri Pacific Railroads use same track from Saint Louis to Pacific.

² See Railway Guide, Iowa Midland Railroad, for branch from Lyons to Clinton.

Railroads over the land-grant portions of which no payments can be made—Continued.

Name of railroad.	Termini of land-grant portion.		Miles.
	From—	To—	
Chicago and Northwestern, Peninsular division.	Wisconsin State line.....	Marquette, Mich., via Escanaba	137
Chicago, Rock Island and Pacific	Davenport, Iowa.....	Missouri River	310
Central Pacific, Oregon division.....	Junction with Central Pacific.	Portland, Oreg.....	
Chicago, Milwaukee and Saint Paul, Iowa and Minnesota division. ³	Saint Paul, via Mendota, Faribault, and Austin.	Lyle, Minn.....	112
	Minneapolis, via Mendota, Faribault, and Austin.	do.....	115
Chicago, Milwaukee and Saint Paul, Iowa and Dakota division.	Calmar, Iowa.....	Junction with Saint Paul and Sioux City Railroad.	
Chicago, Milwaukee and Saint Paul, La Crosse division.	Portage City, Wis.....	Tomah, Wis.....	62
Flint and Pere Marquette.....	Flint, Mich.....	Lake Michigan, Mich.....	
Grand Rapids and Indiana ⁴	Fort Wayne, Ind.....	Petoskey, on Traverse Bay, Mich.	332.8
Hannibal and Saint Joseph.....	Hannibal, Mo.....	Saint Joseph, Mo.....	206
Hastings and Dakota.....	Hastings, Minn.....	Western boundary of State	
Illinois Central, main line.....	Cairo, Ill.....	Dunleith, Ill.....	456
Illinois Central, Chicago branch ⁵	do.....	Chicago, Ill.....	365
Illinois Central, Iowa division	Dubuque.....	Sioux City.....	327
Jackson, Lansing and Saginaw ⁶	Amboy, Mich.....	Straits of Mackinac.....	
Jacksonville, Pensacola and Mobile	Jacksonville, Fla.....	Chattahoochee River.....	209
Little Rock and Fort Smith	Little Rock, Ark.....	Fort Smith, Ark.....	
Lake Superior and Mississippi.....	Saint Paul, Minn.....	Duluth, Minn.....	155
	Branch from White Bear Lake.	Stillwater, Minn.....	13
Leavenworth, Lawrence and Galveston	Lawrence, Kans.....	South line of State.....	141
Mobile and Ohio.....	Mobile, Ala.....	Columbus, Ky.....	472
Mobile and Montgomery.....	Montgomery, Ala.....	Pollard, Ala.....	114
Mobile and Girard.....	Columbus, Ala.....	Troy, Ala.....	84
Memphis and Little Rock.....	Mississippi River.....	Little Rock, Ark.....	135
Marquette, Houghton and Ontonagon	Marquette, Mich.....	Ontonagon, Mich.....	
Missouri, Kansas and Texas	Junction City, Kans.....	South boundary of Kansas, and to Fort Smith, when the Indian title is extinguished.	182.56
Missouri Pacific Railroad ⁷	Saint Louis, Mo.....	Pacific, Mo.....	37
Missouri River, Fort Scott and Gulf.	Kansas City, Mo.....	South line of Kansas.....	161½
Morgan's Louisiana and Texas	New Orleans, La.....	Brashear, La.....	80
North Louisiana and Texas	Delta, La.....	Monroe, La.....	72
Oregon and California.....	Portland, Oreg.....	Southern boundary of State	
North Wisconsin	Saint Croix, Wis.....	Lake Superior.....	
Pensacola and Louisville.....	Pensacola, Fla.....	Pollard, Ala.....	44
South and North Alabama ⁸	Montgomery, Ala.....	Decatur, Ala.....	132
Selma, Rome and Dalton.....	Selma, Ala.....	Eleven miles north of Jacksonville, Ala.	156
Saint Louis, Iron Mountain and Southern.	Missouri River opposite Cairo, via Poplar Bluff, Mo., and Little Rock, Ark.	Texas boundary, at Texarkana.	395
Saint Paul and Sioux City, and Sioux City and Saint Paul.	Saint Paul, Minn.....	Sioux City, Iowa.....	270
Saint Paul and Pacific, main line.....	do.....	Breckenridge, Minn.....	217
Saint Paul and Pacific, branch.....	Saint Paul, via Crow Wing.	Northern Pacific Railroad.	
Do.....	Saint Paul, via Saint Cloud.	Pembina, Dak.....	
Southern Minnesota	Mississippi River, opposite La Crosse.	Western boundary of the State.	
Vicksburg and Meridian.....	Jackson, Mich.....	Meridian, Miss.....	95
Winona and Saint Peter.....	Winona, Minn.....	A point on the Big Sioux River.	
West Wisconsin.....	Eleven miles south of Warrens, Wis.	Hudson, Wis.....	156
Wisconsin Central.....	Portage City, via Stevens' Point.	Bayfield, thence to Lake Superior.	

³ See Railway Guide, Iowa and Dakota division, for distance from Austin to Lyle.

⁴ Branch road from Walton to Traverse City is not a land-grant road.

⁵ Branch road commences at Centralia.

⁶ Operated by Michigan Central Railroad Company. That portion of the Jackson, Lansing and Saginaw Railroad between Jackson and Lansing is not a land-grant railroad.

⁷ Operated by Atlantic and Pacific Railroad Company, lessee. Junction with Atlantic and Pacific Railroad, Pacific, Mo.

⁸ Operated in connection with the Louisville, Nashville and Great Southern Railway.

Table showing railroads over which full payments may be made for transportation, with the exception of that portion of the Northern Pacific Railroad between Duluth and Thompson Station. (See foot-notes.)

Name of railroad.	Termini of land-grant portion.		Miles.
	From—	To—	
Atlantic and Pacific.....	Springfield, Mo., via Canadian River, Albuquerque, the Agua Frio, and the Colorado Rivers.	The Pacific Ocean.....	
Denver Pacific.....	Denver, Colo.....	Cheyenne, Wyo.....	106
New Orleans, Baton Rouge, and Viicksburg.....	New Orleans, La.....	Texas State line.....	
Northern Pacific ¹	Lake Superior.....	Puget Sound.....	
Oregon Central.....	Portland, Oreg.....	Astoria and McMinnville.....	
Saint Joseph and Denver City.....	Elwood, Kans.....	Junction with Union Pacific Railroad.....	
Southern Pacific of California.....	San Francisco, Cal.....	Some point on the Atlantic and Pacific Railroad, near the boundary line of California.....	
Southern Pacific of California, branch line.....	From a point near Tehachapa Pass, via Los Angeles.....	Texas Pacific Railroad, near the Colorado River.....	
Texas Pacific.....	From a point near Marshall, Tex., via El Paso, to southern boundary of California, thence to San Diego.....	San Diego, Cal.....	
Utah Central ²	Ogden, Utah.....	Salt Lake City, Utah.....	37

¹No payment can be made for transportation performed by the Northern Pacific Railroad Company between Duluth and Thompson Station (the junction of the Northern Pacific Railroad with the Lake Superior and Mississippi Railroad), it being subject to the conditions attached to the grant to the Lake Superior and Mississippi Railroad Company.

²Right of way only.

No settlements can be made, except through the Treasury Department, for transportation over any portion of the following-named railroads, to which bonds have been issued by the United States.

Name of railroad.	Termini of land-grant portion.		Miles.
	From—	To—	
Central Pacific, main line.....	Ogden, Utah.....	Sacramento, Cal.....	743
Central Pacific, western division.....	Sacramento, Cal.....	San Francisco, Cal.....	140
Kansas Pacific ¹	Kansas City, Mo.....	Denver, Colo.....	639
Sioux City and Pacific ²	Sioux City, Iowa.....	Fremont, Nebr.....	113
Union Pacific.....	Omaha, Nebr.....	Ogden, Utah.....	1,033
Central Branch Union Pacific.....	Atchison, Kans.....	Waterville, Kans.....	100

¹Including also the accounts of the following railroads, owned, or leased and operated, by the Kansas Pacific Railroad: Arkansas Valley Railway, Junction City and Fort Kearny Railway, Denver, and Boulder Valley Railway, Leavenworth Branch, and Colorado Central Railroad.

²Including the accounts of the Fremont, Elkhorn, and Missouri Valley Railroad, leased by the City and Pacific Railroad.

TRANSPORTATION BY INDIANS.

125. Whenever and wherever practicable, transportation from railroad stations or steamboat landings to agencies shall be performed by the Indians, for which service, in case they furnish their own teams, they will be paid at such rate as may be fixed by the Indian Office upon the recommendation of the agent. [§ 54 *Ins.* 1880; *Cir.* 70 *Ind. O.*; *Act March* 3, 1847, § 1, 19 *Stat.*, 291.]

126. In case an Indian does not own a wagon and harness, or either, but desires to possess them, agents are authorized to permit him to use those belonging to the Government for transportation of supplies, as above stated, and to credit him with the amount of work performed until such time as the value thereof shall amount to the cost of the wagon and harness, or either, as the case may be, when the same may be issued to the Indian in lieu of payment in cash for the said service. When an Indian through carelessness or neglect breaks, or otherwise damages, wagon or harness, he should not be paid for services which he has rendered if they do not exceed such damage. (See section 322.) [§ 54 *Ins.* 1880.]

TELEGRAPHING.

127. Vouchers for telegrams must have attached thereto copies of all messages charged for. When a message, to reach its destination, makes any part of its journey by mail, the terminal points will be stated. [§ 66 *Ins.* 1880.]

128. When a telegraph company charges for a message sent during a month other than that for which the account in which the charge is made is rendered, explanation of the discrepancy in date must be made. [§ 67 *Ins.* 1880.]

129. Expenses of telegrams exclusively for the benefit of private persons, or of agents (requesting and granting leaves of absence, &c.), must not be charged to the Government. Messages brought into a disbursing officers accounts must be on Government business solely. [§ 68 *Ins.* 1880; *Cir.* 65, *Treas.*, 1875.]

130. In addition to the foregoing rules, the following regulations, established by the Postmaster-General, who is by act of July 24, 1866, authorized to make such regulations, will govern in the settlement of all telegraphic accounts until modified or revoked by him. [§ 69 *Ins.* 1880.]

RATES OF PAY FOR COMMUNICATIONS BY TELEGRAPH.

POST-OFFICE DEPARTMENT,

Washington, September 4, 1884.

Whereas, by the act of Congress approved July 24, 1866, entitled "An act to aid in the construction of telegraph lines and to secure to the Government the use of the same for postal, military, and other purposes," it is provided that telegraphic communications between the several Departments of the Government and their officers and agents shall, in their transmission over the lines of said companies, have priority over all other business, and shall be sent at rates to be annually fixed by the Postmaster-General: Now, therefore, by virtue of the authority conferred on me by said act, I, Walter Q. Gresham, Postmaster-General of the United States, do hereby fix the rates at which such communications (not including those passing over circuits established by the Chief Signal Officer of the Army) shall be sent until the close of the present fiscal year as follows:

For day messages of not exceeding twenty words, exclusive of the date, twenty cents for distances within one thousand miles, with an additional charge of five cents for every additional two hundred and fifty miles, or fraction thereof, but for no distance is the rate to exceed fifty cents.

For night messages of not exceeding twenty words, exclusive of date, fifteen cents for all distances below two thousand miles, and for greater distances twenty-five cents.

For both day and night messages an addition of one-fifth the rate is to be made for every five words or fraction thereof in excess of twenty words.

Provided, That in no case shall the Government be charged higher rates than the public is charged for the same service.

In computing distances the shortest practicable route of the company transmitting the message shall, in all cases, be the basis of computation.

The rate for all messages in cipher, known as the Signal Service Weather Reports, shall not exceed three cents for each word sent over each circuit as now or hereafter established by the Chief Signal Officer of the Army. All messages sent over a circuit will be dropped at all designated intermediate offices therein without additional charge.

All officers of the United States should indorse upon official messages transmitted by them the words "Official Business," and should report to the Postmaster-General any charge in excess of the above rates.

W. Q. GRESHAM,
Postmaster-General.

131. All expenses for telegrams between the Indian Office and Indian agents will be paid by the Indian Office and *not* by the agent sending or receiving the same. All such dispatches to the Indian Office must be marked "Collect," and under no circumstances must any such expense be paid by an agent, as it will be disallowed in the settlement of his accounts. Telegrams to other parties, when necessary, may be paid for by the agent. [§ 70 *Ins.* 1880.]

132. Agents will use the telegraph only when the necessities of the service are such as not to admit of the delay of communication by mail. When used, telegrams should always be prepared with the utmost brevity, and may embrace more than one subject. In all Government telegrams the address and signature are charged for at the same rate as for words in the body of the message, hence these also should be condensed. In addressing the Indian Office it will be sufficient to say simply "Commissioner Indian Affairs, Washington." The name of the Commissioner or any honorary title is unnecessary. So in the signature instead of "John Brown, U. S. Indian Agent," it will be sufficient to sign "Brown, agent." [§ 71 *Ins.* 1880.]

TRAVELING EXPENSES.

133. The expenses of all officers of the Government, or other persons, except those provided for by sections 146 and 147, when traveling on duty or other public business, for or on account of the Indian service, will be confined to "actual traveling expenses," usual and essential to the ordinary comfort of travelers, and will embrace the following items of expenditures only, viz:

I.—Fares upon railroads, steamboats, packets, or other usual modes of conveyance.

II.—Hire of special transportation, either by land or water, when there are no regular means of conveyance.

III.—Ferriage, tolls, and horse-keeping, when transportation is hired.

IV.—Street-car or omnibus or transfer-coach fare to and from depots and hotels, and, when there are no such conveyance, moderate and necessary hack-hire not exceeding the legal rates; also baggage fees to porters. Items for hack-hire and portorage require explanation as to the distance, and necessity for the same.

V.—Sleeping-car fare for one double berth for each person, or customary state-room accommodation on boats, steamers, &c.

VI.—Lodging and meals in hotels, *en route*.

VII.—Hotel expenses, not exceeding four dollars per day, when the detention is incident to or necessary for the performance of the duties for which the travel is ordered. Hotel bills must show the number of days charged for, the regular per diem rate for board and lodging, together with the dates the same were furnished.

VIII.—Necessary meals, *en route*, but for no other items of refreshment than the ordinary food provided for travelers. [*Cir. Int. Dep. October 28, 1879; § 42 Ins. 1880; § 2077 R. S.*]

134. No charge will be allowed for hotel bills when the detention is unnecessary for the execution of the orders under which the journey is performed, nor for meals furnished on steamers or other means of conveyance which are included in the charge for fare. [*Cir. Int. Dep. October 28, 1879; § 42 Ins. 1880.*]

135. Every officer or other person traveling on account of the Indian service will keep a memorandum of the expenses incident to the journey, noting each item of expenditure at the time of its being made. The voucher covering the expenditures must be supported by the certificate in the case of an officer, or affidavit, in the case of any other person, to be made on the voucher in the following form: I certify on honor [or solemnly swear, as the case may be] that the different charges in detail herein have been taken from and verified by my memorandum; that they are correct and just; that the amount charged was actually paid; that no part of the journey charged for has been made under any free pass on any railway, steamboat, or other public conveyance; that the number of days for which the same is charged was necessarily consumed in unavoidable delays incident to travel, and in the performance of the duty ordered or services rendered; that the journey was performed with all practicable dispatch by the shortest usually traveled routes, under orders [copy annexed] or for the purpose of—,[here the object of the journey should be fully stated;]and that where sub-vouchers are not furnished it was impracticable to obtain them. [*Cir. Int. Dept. October 28, 1879; § 42 Ins. 1880.*]

136. Each item of expense must appear on the voucher, and must be supported by the receipt of the party to whom payment is made, except where it is clearly shown to have been impracticable to obtain such re-

ceipt, in which case a statement to that effect must be included in the certificate or affidavit required by the preceding section. [*2d Audr. May 20, '73; 2d Compr. May 21, '73; § 41 Ins. 1880.*]

137. When unusual routes, unusual delays, or expensive means of transportation are charged for, explanatory certificates or affidavits setting forth the necessity for the same, must accompany the accounts, and, if approved by the head of the Department such charges will be allowed. [*§ 42 Ins. 1880, Cir. Int. Dept. October 28, '79.*]

138. Any officer or other person traveling on duty or public business for or on account of the Indian service over any of the railroads named in the following section which have been aided by the issue of United States bonds and from which payment for freight and transportation furnished for government service is, by law directed to be withheld, will exhibit his order to the proper officer of the railroad company and request transportation, and on receiving the requisite order therefor, will surrender to the company the government request for transportation as a voucher for the amount of the fare. [*§ 42 Ins. 1880; Act March 3, 1873, 17 Stat., 508; Cir. Int. Dept. October 28, 1879.*]

139. The subsidized or aided portions of the Pacific railroads, and the roads owned, leased, or controlled by them, over which no payment for transportation can be made, are as follows:

RAILROADS OPERATED BY THE CENTRAL PACIFIC RAILROAD COMPANY.

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Name of road.	From—	To—	Miles.	Subsidized or otherwise.	Owned, leased or controlled.
Union Pacific Railway	Ogden Station, Utah	Utah Southern Railroad crossing11	Bonds and lands.	Neither.
Do	Utah Southern Railroad crossing	Terminus of Union Pacific Railway	5.00	do	Leased.
Central Pacific Railroad	Terminus of Union Pacific Railway	Sacramento, Cal	737.50	do	Owned.
Do	do	do95	Not subsidized .	Do.
Sacramento and Placerville Railroad	Sacramento, Cal	Brighton, Cal	5.64	do	Leased.
Central Pacific Railroad	Brighton, Cal	Niles, Cal	103.83	Bonds and lands.	Owned.
Do	Niles, Cal	West Oakland, Cal	24.31	Not subsidized .	Do.
Do	West Oakland, Cal	Oakland Wharf, Cal	2.20	do	Do.
Do	Oakland Wharf, Cal	San Francisco, Cal	3.69	Ferry	Do.
Northern Railway and San Pablo and Tulare Railroad.	Tracy, (via Martinez,) Cal	West Oakland, Cal	77.54	Not subsidized .	Leased.
California Pacific Railroad	Sacramento, (via Suisun,) Cal	Port Costa, Cal	57.62	do	Do.
Central Pacific Railroad	Roseville Junction, Cal	Redding, Cal	151.60	Lands only	Owned.
Do	Lathrop, Cal	Goshen Junction, Cal	146.08	Not subsidized .	Do.
Do	Oakland Wharf, Cal	Brooklyn, Cal	5.67	do	Do.
Do	West Oakland, Cal	Masticks, Cal	3.82	do	Do.
Do	Alameda Wharf, Cal	Melrose, Cal	5.19	do	Do.
Do	East Oakland, Cal	Fernside, Cal	2.01	do	Do.
Do	Niles, Cal	San José, Cal	17.54	Bonds and lands.	Do.
Northern Railway	West Oakland, Cal	Delaware street, Cal	4.53	Not subsidized .	Leased.
California Pacific Railroad	Vallejo Junction, Cal	Vallejo, Cal	2.00	Ferry	Do.
Do	Davisville, Cal	Knight's Landing, Cal	18.37	Not subsidized .	Do.
Northern Railway	Woodland Junction, Cal	Tehama, Cal	100.74	do	Do.
California Pacific Railroad	Vallejo, Cal	Suisun, Cal	20.10	do	Do.
Do	Napa Junction, Cal	Calistoga, Cal	34.48	do	Do.
Stockton and Copperopolis Railroad	Stockton, Cal	Milton, Cal	30.00	do	Do.
Do	Peters, Cal	Oakdale, Cal	19.00	do	Do.
Amador branch	Galt, Cal	Ione, Cal	27.20	do	Do.
Berkeley branch	Shellmound, Cal	Berryman's, Cal	3.84	do	Do.
Southern Pacific Railroad	Huron, Cal	Colorado River, California	528.56	Lands only	Do.
Western Development Company	West bank of Colorado River, California.	Yuma, Ariz13	Not subsidized .	Do.
Southern Pacific Railroads of Arizona and New Mexico.	Yuma, Ariz	West bank of Rio Grande River, New Mexico.	551.39	do	Do.
Southern Pacific Railroad	Los Angeles, Cal	San Pedro, Cal	24.24	do	Do.
Los Angeles and Independence Railroad.	do	Santa Monica, Cal	16.83	do	Do.
Los Angeles and San Diego Railroad	Florence, Cal	Santa Anna, Cal	27.60	do	Do.
Pacific Improvement Company	West bank of Rio Grande River, New Mexico.	East bank of Rio Grande River, Texas23	do	Do.
Galveston, Harrisburg and San Antonio Railway.	East bank of Rio Grande River, Texas	El Paso, Tex	3.61	do	Do.
Southern Pacific Railroad	Mojave Junction, Cal	"The Needles,"	240.13	Lands only	Do.
Total to January 1, 1884	3,003.48

RAILROADS OPERATED BY THE UNION PACIFIC RAILWAY COMPANY.

Name of road.	From—	To—	Miles.	Subsidized or otherwise.	Owned, leased or controlled.
Union Pacific Railway	Council Bluffs, Iowa (Broadway depot)	Connection with main line	1.39	Not subsidized..	Owned.
Do	Council Bluffs, Iowa (Transfer depot)	Junction Switch, Omaha, Nebr	3.73	do	Do.
Do	Junction Switch, Omaha, Nebr	Connection with Chicago, Saint Paul, Minneapolis and Omaha Railway.	2.46	do	Do.
Do	do	Ogden, Utah	1,029.38	Bonds and lands	Do.
Do	Cheyenne, Wyo	Fort Russell, Wyo	2.04	Not subsidized..	Do.
Do	Niles Junction, Wyo	Coal mines	4.20	do	Do.
Do	Army Junction, Wyo	do	5.50	do	Do.
Do	Kansas City, Mo. (Union Depot)	A point on the Kansas Pacific	393.94	Bonds and lands.	Do.
Do	393.94 miles west of eastern State line	Denver, Colo. (Union depot)	245.26	Lands only	Do.
Do	Leavenworth and Lawrence Junction, Kans.	South Leavenworth, Kans	30.87	Not subsidized..	Do.
Do	South Leavenworth, Kans	Leavenworth, Kans. (Union depot)	1.03	do	Do.
Do	Armstrong, Kans	Wyandotte, Kans	2.00	do	Do.
Do	Detroit, Kans	Enterprise, Kans	2.00	do	Do.
Do	Cheyenne, Wyo	Denver, Colo	106.00	Lands only	Do.
Total miles owned and operated January 1, 1884.			1,829.80		
Omaha and Republican Valley Railroad.	Valley, Nebr	Stromsburg, Nebr	90.03	Not subsidized..	Controlled.
Do	Valparaiso, Nebr	Nebraska and Kansas State line	84.46	do	Do.
Do	Grand Island, Nebr	North Loup, Nebr	48.88	do	Do.
Do	Junction Switch (Scotia spur)	Scotia, Nebr	1.38	do	Do.
Omaha, Niobrara and Black Hills Rail- road.	Columbus, Nebr	Norfolk, Nebr	50.28	do	Do.
Do	Lost Creek, Nebr	Albion, Nebr	33.98	do	Do.
Do	Genoa, Nebr	Fullerton, Nebr	13.64	do	Do.
Colorado Central Railroad	Denver, Colo	Golden, Colo	15.57	do	Do.
Do	Golden, Colo	Colorado Junction, Wyo	114.99	do	Do.
Do	do	Georgetown, Colo	34.23	do	Do.
Do	Forks Creek, Colo	Central City, Colo	11.12	do	Do.
Do	Denver Junction, Colo	La Salle, Colo	151.16	do	Do.
Marysville and Blue Valley Railroad	Marysville, Kans	Kansas and Nebraska State line	12.70	do	Do.
Echo and Park City Railroad	Echo, Utah	Park City, Utah	28.33	do	Do.
Do	Grass Creek Junction, Utah	Coal mines	3.94	do	Do.
Utah and Northern Railway	Ogden, Utah	Garrison, Mont	452.54	do	Do.
Do	Silver Bow Junction, Mont	Butte, Mont	9.42	do	Do.
Oregon Short Line Railway	Granger, Wyo	Weiser, Idaho	519.00	do	Do.
Do	Shoshone, Idaho	Hailey, Idaho	56.96	do	Do.
Greeley, Salt Lake and Pacific Railway	Greeley, Colo	Stout, Colo	39.46	do	Do.
Do	Boulder, Colo	Pennsylvania Gulch, Colo	14.43	do	Do.
Lawrence and Emporia Railroad	Lawrence, Kans	Carbon Hill, Kans	31.00	do	Do.
Junction City and Fort Kearney Railway	Junction City, Kans	Concordia, Kans	70.45	do	Do.

Salina and Southwestern Railway	Salina, Kans.	McPherson, Kans.	35.43	do	Do.
Golden, Boulder and Caribou Railroad	Boulder, Colo.	Marshall, Colo.	6.10	do	Do.
Denver and Boulder Valley Railroad	Brighton, Colo.	Boulder, Colo.	27.00	do	Do.
Kansas Central Railroad	Leavenworth, Kans.	Chicago, Rock Island and Pacific Junction, Kans.	1.19	do	Do.
Do	Chicago, Rock Island and Pacific Junction, Kans.	Miltonvale, Kans.	166.14	do	Do.
Salt Lake and Western Railroad	Lehi, Junction, Utah	Silver City, Utah	53.60	do	Do.
Denver, South Park, and Pacific Railroad	Denver, Colo.	Buena Vista, Colo.	135.50	do	Do.
Do	Buena Vista, Colo.	Leadville, Colo.	35.50	do	Leased.
Do	do	Nathrop, Colo.	7.50	do	Do.
Do	Nathrop, Colo.	Gunnison, Colo.	65.00	do	Controlled.
Do	Gunnison, Colo.	Mount Carbon mines, Colo.	17.00	do	Do.
Do	Garos, Colo.	London Junction, Colo.	15.40	do	Do.
Do	Como, Colo.	Keystone, Colo.	35.10	do	Do.
Do	Bear Creek Junction, Colo.	Morrison, Colo.	9.70	do	Do.
Total January 1, 1884	4,327.91		

RAILROADS OPERATED BY THE SIOUX CITY AND PACIFIC RAILWAY COMPANY.

Sioux City and Pacific Railroad	Sioux City, Iowa	California Junction, Iowa	69.75	Bonds and lands.	Owued.
Do	California Junction, Iowa	Fremont, Nebr	32.02	do	Do.
Do	do	Missouri Valley, Iowa	5.84	Not subsidized ..	Do.
Fremont, Elkhorn and Missouri Valley railroad.	Fremont, Nebr	Valentine, Neb	269.06	do	Leased.
Do	Norfolk Junction, Nebr	Creighton, Nebr	42.06	do	Do.
			418.73		

RAILROADS OPERATED BY THE MISSOURI PACIFIC RAILWAY COMPANY.

Central Branch Union Pacific Railroad.	Atchison, Kans.	Waterville, Kans.	100	Bonds and lands.	Operated for owners.
Atchison, Colorado and Pacific Railroad.	Waterville, Kans.	Lenora, Kans.	193	Not subsidized ..	Leased.
Do	Greenleaf, Kans.	Washington, Kans.	7	do	Do.
Do	Yuma, Kans.	Warwick, Kans.	31	do	Do.
Atchison, Jewell County and Western Railroad.	Jamestown, Kans.	Burr Oak, Kans.	33	do	Do.
Atchison, Colorado and Pacific Railroad.	Downs, Kans.	Bull's City, Kans.	24	do	Do.
			388		

[Int. Dept. Cir. May 7, 1884.]

140. Government Requests for transportation are not to be used to obtain transportation over any roads other than those named in the preceding section. They may, however, be used in procuring tickets at the rates paid by the public for journeys between points over the Pacific railroads, where the distance to be traveled is in part over the "subsidized or aided portions thereof," and in part over the portions of said railroads that have not been built by the aid of Government bonds. [*Int. Dept. Cir., February 11, 1884.*]

141. Agents are required to obtain authority for each journey undertaken by them; and if practicable before starting. If not practicable, as in cases of emergency where prompt action is necessary and the delay incident to obtaining authority would be prejudicial to the best interests of the service, the agent should immediately after the completion of the journey render an itemized account of the expense incurred, explain the object of and necessity for the journey, and request approval. (See sections 63 and 264.)

142. Requests for authority to cover expenditures already made should not be made on informal or incomplete papers, but the vouchers covering such expenditures should be complete in every detail, having proper subvouchers attached, before being submitted for approval. [*Cir. 129 Ind. O., July 9, 1884.*]

143. Each trip should be kept separate, and every particular connected therewith given, as time of starting, points visited, time of return, number of men and horses employed, compensation, &c. [*Cir. 82 Ind. O.*]

144. Particular regard must be paid to the foregoing rules in the preparation of vouchers of this character, particularly to section 135 requiring an itemized account of actual expenses incurred, and section 136 requiring subvouchers.

145. Accounts for traveling expenses not supported by subvouchers, when they could have been procured without much trouble, will be disallowed. [*2d Audr., May 20, 1873; 2d Comp., May 21, 1873; § 41 Ins. 1880.*]

146. When it becomes necessary to detail clerks and other employés of the Indian service outside of Washington to assist in the opening of bids, making of contracts, and shipping goods, they may be allowed a per diem of not exceeding four dollars per day for hotel and other expenses, which per diem shall be in lieu of all expenses exclusive of railroad transportation and sleeping car fare. [*Act May 17, 1882, 22 Stat., 86.*]

147. Special agents shall be allowed three dollars per diem for traveling and incidental expenses while traveling or actually on duty in the field, exclusive of cost of transportation and sleeping-car fare. [*Act July 4, 1884, § 1.*]

148. When delays are incident to travel or necessary to the performance of the duties for which the travel is ordered, charges will, as a gen-

eral rule, be allowed for hotel expenses; but the extent to which such charges will be allowed will depend upon the circumstances of the case. [*2d Comp.*, March 14, '82; *Auth.* 3974, *Ind. O.*; *2d Comp.*, November 16, '83; 21232, '83, *Ind. O.*]

149. Within the limits of their official territory, agents may make journeys in the discharge of their duty without permission of the Department; but any expenditure on account of such journeys must be approved by the Secretary of the Interior before credit therefor will be allowed; and such approval will be given only when it shall appear that the journey was imperatively necessary.

ANNUITY PAYMENTS.

150. Annuity pay rolls (form on page 136) must be made out in accordance with the following regulations:

1st. The pages must be numbered consecutively from 1 up to and including the page containing the certificates.

2d. The individuals who are entitled to receive per capita payments must be numbered consecutively from 1 to the end. (See section 152.)

3d. Families should be entered separately, commencing with the head of the same, and followed by the names and a brief description of all the persons for whom he or she is entitled to draw the per capita.

4th. It is customary to allow the name of an individual who has died during the year to be carried on the rolls for one payment after such death. In these cases, a minute should be made on the rolls, stating the fact of the death, giving an approximate date; and where, in case of births, new names are brought on the rolls, a similar entry, as to date, should be made.

5th. When the Indian cannot write, in receipting for payments, in the column "marks and signatures," the agent should write the name, and the individual affix his mark, as follows: Coppier-goh, his × mark. This should be done on the line containing the total amount received by such person; the witness will sign opposite said name, and the date of the payment will also be entered. [19037, 1884, *Ind. O.*]

6th. The certificates must be properly filled up, signed and dated.

7th. In all cases, two competent witnesses must attest each payment.

8th. An interpreter, and such military officer as may be directed, must be present and witness each and every payment. [§ 86 *Ins.* 1880.]

151. An enrollment of the Indians belonging to a tribe should be made prior to, and in anticipation of, a distribution of annuities, and the payments should be made strictly in accordance with the enrollment. [§ 88 *Ins.* 1880.]

152. In order to present a concise record of the tribe from year to year, each annuity roll should be carefully compared with the one immediately preceding, and as far as practicable the names on the two rolls should be made to correspond. The number of the individual on

the previous roll should be put in red ink opposite the name of the same individual on the succeeding roll, and where a number is dropped out a reason therefor should be given.

153. If after the roll has been prepared and the per capita ascertained, an annuitant should die before being paid, having no proper heirs or representatives, that share must be deposited to the credit of the United States in the nearest United State depository, and the certificate of deposit forwarded as indicated in sections 431-433.

154. The same course must be pursued in the case of those who cannot be paid by reason of absence, sickness, or other cause. Such unpaid shares will be held subject to the claim, through the Indian Office, of the parties to whom they may be due, until the next annuity payment.

155. The numbers of all who may remain unpaid must be entered in a space prepared for the purpose at the bottom of the sheet on which the certificate appears.

156. Where no enrollment has been made, the distribution should be per capita to those who are present, and no provision be made for Indians absent without leave at the date of payment. [§ 88 *Ins.* 1880.]

157. Annuity payments should be made as soon after the beginning of each fiscal year as the agent may have the necessary funds in his hands for the purpose, and his estimate for funds for the third quarter of every year should include the amount necessary to pay the annuities of the tribe or tribes under his charge. [§ 84 *Ins.* 1880.]

158. Annuity funds, except where otherwise clearly indicated by treaty stipulations, must be divided and paid to the individual members of the tribe entitled to participate therein in equal shares per capita, heads of families receiving for the amount due them, their wives, and the minor members of their families. All other members of the family who may be of legal age are to receive and to receipt for their own shares. In the case of minors, members of a family who are not the children of the head of said family, as nephews and nieces or persons holding similar relations, and minors or helpless and incompetent persons residing with a head of family not their blood relation, the payments should be made to such head of family, provided there shall first be obtained from two or more of the principal men of the tribe a certificate fully setting forth the facts in the case, and clearly establishing the fact that the person receiving the money is the proper guardian of the party to whom the funds belong; such certificate to be verified by the interpreter and two disinterested witnesses, and forwarded with the agent's accounts as a subvoucher to establish the claim of proper payment. [§ 85 *Ins.* 1880.]

159. When a guardian receipts, he should sign his own name as well as that of the party for whom he acts.

160. Annuity funds must not be diverted for the payment of chiefs or headmen, or for any purpose whatever, unless such diversion is permitted by the terms of the treaties. [§ 89 *Ins.* 1880; § 2097 *R. S.*]

161. When an Indian relinquishes his tribal relations and becomes a

citizen of the United States, his interest in the tribal funds lapses, and he is no longer entitled to share in the annuities, unless otherwise provided by treaty or act of Congress. [§ 90 *Ins.* 1880.]

162. Citizens or persons not Indians, who have not been adopted by the tribal authorities, have no legal status in an Indian tribe unless they are specially provided for by treaty or special act of Congress, and cannot therefore share in any annuities paid to an Indian tribe. [§ 87 *Ins.* 1880.]

163. An Indian, although holding equal rights with two or more tribes, can share in the annuities of but one tribe, and before receiving any payment must elect with which tribe to be enrolled. [§ 91 *Ins.* 1880.]

164. The President may, at the request of any Indian tribe to which annuity is payable in money, cause the same to be paid in goods. [§ 92 *Ins.* 1880; § 2082 *R. S.*]

165. No annuities or moneys or goods shall be paid or distributed to Indians while they are under the influence of any description of intoxicating liquor, nor while there are good and sufficient reasons leading the officers or agents, whose duty it may be to make such payments or distribution, to believe that there is any species of intoxicating liquor within convenient reach of the Indians, nor until the chiefs and headmen of the tribe shall have pledged themselves to use all their influence and to make all proper exertions to prevent the introduction and sale of such liquors in their country. [§ 93 *Ins.* 1880; § 2087 *R. S.*]

166. The certificate on the annuity pay-rolls should contain a clause showing that the requirements of the preceding section have been observed, and that the chiefs and headmen have given the required pledge.

167. No moneys or annuities stipulated by any treaty with an Indian tribe for which appropriations are made shall be expended for, or paid, or delivered to any tribe which, since the next preceding payment under such treaty, has engaged in hostilities against the United States or against its citizens peacefully or lawfully sojourning or traveling within its jurisdiction at the time of such hostilities; nor in such case shall such stipulated payments or deliveries be resumed until new appropriations shall have been made therefor by Congress. And the Commissioner of Indian Affairs shall report to Congress at each session any case of hostilities, by any tribe with which the United States has treaty stipulations, which has occurred since his next preceding report. [§ 94 *Ins.* 1880; § 2100 *R. S.*]

168. Disbursing officers must not act as attorneys for persons entitled to annuities. Powers of attorney from annuitants to disbursing officers will not be considered admissible. In the examination of agents' accounts all disbursements of this character will be disallowed. [§§ 95, 199 *Ins.* 1880.]

169. Annuity funds must be paid directly into the hands of the Indians entitled thereto. No arrangement to favor the trader in any

way, by an agent paying annuities, will be permitted. Neither the trader nor any of his agents will be allowed in the room nor in the vicinity of the building at the time of payment. [§ 96 *Ins.* 1880.]

AGENTS.

170. Each Indian agent holds his office for the term of four years and until his successor is duly appointed and qualified. [*Act May 17, 1882, § 1, 22 Stat., § 87.*]

171. Before entering upon the duties of his office he must give bond, in such penalties and with such sureties as the President or the Secretary of the Interior may require. [§ 2057 *R. S.*]

172. Agents' bonds must be executed in the form printed on page 219, and in accordance with the following directions:

First. The bond and oath of office must be dated and should be of even date.

Second. There must be not less than two sureties.

Third. The full name of the principal and each of his sureties should be written in the body of the bond and so signed to the bond. Where principal or surety has more than one Christian name, the one by which he is generally known will be sufficient. The place of residence of each surety must be designated in the body of the instrument.

Fourth. There must be a seal, of wax, or wafer, or other adhesive substance, attached to each signature. The printed word "seal" or a scroll is not sufficient.

Fifth. The signature of the principal and of each of the sureties must be made in the presence of two persons, who must sign their names as witnesses, stating their present residence; and it must appear for whom each witness signs.

Sixth. Each surety must make and sign an affidavit in accordance with the form on page 223.

Seventh. It is required that the sureties shall state, under oath, the nature of the property which they offer as security, that is, whether real or personal, describing each class of property specifically, as indicated in the form of affidavit referred to above. It must be made to appear that the property offered is available upon execution or the bond will be rejected.

Eighth. The several sums in which the sureties justify must aggregate at least double the penalty of the bond.

Ninth. The acknowledgments and oaths called for may be made before any officer duly qualified by the local laws of the place where the bond is executed. An affirmation, in judicial form, will be accepted instead of an oath.

Tenth. Whenever the officer before whom any of the acknowledgments are made or oaths taken has an official seal, he should use it. There should be a separate and distinct impression of the official seal for each acknowledgment or oath.

Eleventh. Whenever any acknowledgment is made or oath taken before any officer not a clerk of a court of record, the official character and standing of such officer, whether notary public, justice of the peace, United States commissioner, or other officer qualified to administer oaths, should be evidenced by the formal certificate of the clerk of the proper court of record or other competent authority.

Twelfth. The sufficiency of sureties must be certified by the United States district judge or attorney.

Thirteenth. Sureties must not be bonded officers of the United States.

Care should be taken that no erasures or mutilations of any kind be made, and, if made, all such must be stated and certified before signing.

173. Additional or cumulative bonds do not operate to release the sureties on prior bonds. [*2d Comp., September 27, 1854.*]

174. Additional security and in larger amounts may from time to time be required of any person charged with the disbursement or application of money or goods on account of Indian Affairs. [§ 2075 *R. S.*]

175. It is the duty of an Indian agent to manage and superintend the intercourse with the Indians of his agency agreeably to law, and to perform such duties not inconsistent with law, as may be prescribed by the President, Secretary of the Interior, or Commissioner of Indian Affairs. [§ 2058 *R. S.*]

176. Where practicable, an agent shall, if required, perform the duties of two agencies for one salary. [§ 2053 *R. S.*]

177. An agent must reside and keep his agency within or near the territory of the tribe for which he is agent, and at such place as the President may designate, and shall not depart from the limits of his agency without permission. [§ 2060 *R. S.*]

178. Leave of absence may be granted agents and agency employes by the Secretary of the Interior, but not for a longer period than sixty days at any one time. [§ 34 *Ins.* 1880; § 2074 *R. S.*]

179. Neither agents nor employes are entitled to their salaries while absent from their agencies or from their employments without leave. [§ 2074 *R. S.*]

180. When an agent is granted leave of absence, or leaves his agency under authority of the Department, or on business connected with the proper discharge of his duties, he will designate and authorize, in writing (form on page 234), the employé best qualified for the purpose to act in his place during such absence; such designation and authority to be issued in triplicate, one copy to be given to the party named, one forwarded to the Indian Office, and one retained in the agency files. [§ 188½ *Ins.* 1880.]

181. The employé designated and authorized to act during an agent's absence must write his signature upon the copy of the authority sent to the Indian Office, and the agent must certify upon the same paper that such signature is genuine. [*Cir.* 122 *Ind. O.*]

182. During agent's absence the employé designated and authorized

to act in his place will sign such papers as may be necessary in the transaction of the agency business per his name and position, and will attach to each paper so signed a copy of the agent's authority for his action. [§ 188½ *Ins.* 1880.]

183. The agent will be held responsible, under his bond, for the acts of the employé designated by him to fill his place. [§ 188½ *Ins.* 1880.]

184. An agent or any employé of the Indian Service is not entitled to receive from the Government any further compensation or allowance, either in subsistence, materials, fuel, feed for animals, or otherwise, than the amount designated as his salary; but, where necessary, a reasonable allowance or provision may be made for offices and office contingencies. [§ 22 *Ins.* 1880; § 2076 *R. S.*; *Dak. I.*, 516, 1877, *Ind. O.*]

185. Agents are not entitled to any compensation beyond their actual expenses for extra service when doing duty under order of the Government away from their agency, nor to any allowance for travel or expenses in coming to the seat of Government unless required thereto by the Secretary of the Interior. [§§ 2063, 2077 *R. S.*]

186. Any military officer may be required by the President to execute the duties of an Indian agent, and when such duties are required of any military officer, he shall perform the same without any other compensation than his actual traveling expenses. [§ 2062 *R. S.*]

187. Agents are authorized—

(1) To take acknowledgements of deeds and to administer oaths in investigations committed to them in the Indian country under such regulations as the Secretary of the Interior may prescribe. See section 484. [§§ 2064, 2157 *R. S.*]

(2) To administer oaths, &c., in Indian pension claims. [§ 4721 *R. S.*]

(3) To administer oaths to employés to Abstract E. (See section 381.)

188. No money shall be paid to any person for his compensation who is in arrears to the United States until he has accounted for and paid into the Treasury all sums for which he may be liable. Advances of public money will not be made to agents or other disbursing officers for any fiscal year, until the previous year's accounts are settled, and it is shown that all balances due the Government are ready to be paid over on the order of the Secretary of the Interior; nor will advances be made to any disbursing officer under a new bond, until all balances in his hands under the prior bond have been deposited to the credit of the United States. (See section 438.) [§ 221 *Ins.* 1880, §§ 1766, 2092 *R. S.*]

189. The pay of a newly-appointed Indian agent will commence on and include the day ~~succeeding the date~~ upon which he shall receipt to his predecessor for the public property, when he will be considered to be in actual possession of the agency; which date must be immediately reported to the Indian Office. [§ 179 *Ins.* 1880; *Misc. A.* 503, 1880, *Ind. O.*]

190. Immediately upon assuming charge of the agency he will keep a very careful record of all transactions, as his accounts must be made

up to date from his taking charge of the agency. He will direct the employés and pay them from said date. [§ 180 *Ins.* 1880.]

191. He will proceed to take a careful inventory of all public property on the reservation, and receipt to his predecessor for the same, informing the Indian Office immediately of the date of such receipt. [§ 181 *Ins.* 1880.]

192. The actual and necessary traveling expenses of a newly-appointed Indian agent are paid by the Government from his home to his field of duty, but the expense of transporting his family or any other persons thither will not be paid from public funds. [§ 182 *Ins.* 1880; *Mont. I.*, 2378, 1878, *Ind. O.*]

193. The salary of a retiring agent will cease with the day preceding that upon which his successor assumes charge; and the successor should not receipt until after assuming charge. [§ 183 *Ins.* 1880; *Misc. A.*, 503, 1880, *Ind. O.*]

194. During any recess of the Senate the President may in his discretion suspend any Indian agent. An order of suspension takes effect upon due notice, and the receipt by the agent of said order is due notice. An agent suspended is not entitled to pay after suspension. [§ 1768 *R. S.*; *XV Op. Atty Gen'l*, 62.]

195. An agent upon being relieved by his successor, and obtaining from him a receipt for all public property for which he is responsible under his official bond, will at once complete his accounts and deposit all public moneys in his possession and to his credit in a Government depository to the credit of the United States, in accordance with sections 431 and 432. A failure to comply with this requirement will subject the delinquent to an immediate suit on his bond. (See section 438.) [§§ 184, 214, *Ins.* 1880; § 3624 *R. S.*; *Cir.* 65, *Treas.*, 1875.]

196. An agent before being relieved will prepare certified pay-rolls of his employés, in accordance with section 405, and forward them to the Indian Office or hand them to his successor, as he may be directed, together with reports of employés for the same time, with the required affidavit attached. (See sections 243-245.) When payment is to be made by his successor, funds therefor will be sent upon his making proper estimate for the amount. [§ 186 *Ins.* 1880.]

197. For all other outstanding authorized indebtedness the outgoing agent will issue certified vouchers, to be paid by the Indian Office. (See sections 408-416.)

198. The outgoing agent will be held responsible under his bond for all statements or certificates made by him while an Indian agent.

199. The actual and necessary traveling expenses of an outgoing agent are paid by the Government from his agency to his home unless he be dismissed for cause, or resigns voluntarily; but the expense of transporting his family or any other persons thither will not be paid from public funds. [§ 187 *Ins.* 1880.]

200. In case of an agent dying in service, the person or persons de-

siring to settle his accounts with the Government must take out letters of administration upon the estate of the deceased, of which proper evidence must be filed in the Indian Office, and any correspondence had for the purpose of adjusting said accounts must be signed by such administrator or administrators, executor, or executors, in his or their official capacity. [§ 188 *Ins.* 1880.]

201. Agents are not permitted to pay indebtedness created by their predecessors, except salaries or wages due employés; and vouchers or wages due employés can only be paid upon instructions from the Indian Office, and after the same shall have been satisfactorily attested by the affidavit of the agent under whom the services were rendered. See sections 245 and 405. All other claims must be referred to the Indian Office for settlement. [§ 202 *Ins.* 1880; *Cir.* 65, *Treas.*, 1875.]

202. An agent paying the balance of salary due his predecessor or other disbursing officer who is at the time a debtor to the United States does so in violation of law. All such claims must be settled at the Treasury Department. (See section 479.) [§ 203 *Ins.* 1880; § 1766 *R. S.*; *Cir.* 13, *Treas.*, 1877.]

203. When a disbursing officer makes an illegal or double payment on the order of a superior, he does it at his peril, and the Government reserves the right to charge it to either or both. [§ 204 *Ins.* 1880; *Cir.* 13, *Treas.*, 1877.]

204. Agents are required to forward to the Second Auditor's Office, at the close of every month, a schedule of all certified vouchers and receipts issued during said month, and a duplicate of the same to the Indian Office. [§ 205, *Ins.* 1880.]

205. Disbursing officers, on leaving the service, are directed to keep the Indian Office, the Second Auditor's Office, and the Second Comptroller's Office, advised of their address, in full, until their accounts are finally settled. [§ 215 *Ins.* 1880.]

206. The practice has prevailed to some extent among agents of receiving robes, trinkets, and other presents from Indians, and even importuning them for the same. This practice is reprehensible, and will not be tolerated. When such presents are made, a like favor is expected in return, and if not granted the result is dissatisfaction and displeasure on the part of the Indians; and if granted it is either done at the expense of the tribe, or the agent is subjected to the charge of partiality, and loses that confidence and influence with the Indians which is highly essential to their advancement and welfare. [§ 253 *Ins.* 1880.]

207. When difficulties arise in enforcing the civil policy of the Government with the Indians or other persons upon the reservation, application should not be made for military aid unless the determination to commit outrage, or the opposition to the agent's authority, be too strong to be subdued with the police or other means at his command. If at any time it shall appear to the agent that officers of the Army are in-

terfering with the proper execution of his duties, or that they fail to render him such aid as is necessary to enable him to enforce the regulations adopted alike for the good of whites and Indians, he will content himself with making a full representation of the facts at once to the Indian Office, when measures will be taken by the Department to bring about, if possible, the co-operation of the military officers with him in such measures as may be deemed proper. [§ 241 *Ins.* 1880; § 2150 *R. S.*]

208. It is the duty of every Indian agent, at the close of each month, to make prompt report to the Commissioner of Indian Affairs on the condition of affairs at his agency, the incidents which have occurred, the work performed, and the progress made during the month. It is intended that these monthly reports shall present a current history of the agency for the information of the Indian Office, not for its action. All matters requiring action must be brought to the attention of the office in special communications, giving all necessary facts in the case, as fully as if they had not been or were not intended to be mentioned in the monthly reports. Monthly reports may, however, very properly refer to such communications. [§ 226 *Ins.* 1880.]

209. The information furnished by agents' monthly reports should be given in specific, not general form. Facts should be mentioned and theories omitted. Especially should be noted whatever occurrences have required the special attention of the agent; whatever have required or will require the attention of the Indian Office; what special work has advanced the interests of the Indians; the kind and amount of labor done by the Indians for themselves, or for others, or for the agency; the kind and amount of work performed by each agency employé; the number of acres of land broken, plowed, cultivated, or fenced; the kind and quantity of grain, vegetables, and other crops raised; the quantity of hay cut and stacked; the number of feet of logs or lumber cut or sawed; bushels of grain ground; number of fence-rails split; rods of fence made; houses built for or by Indians; agency buildings erected; and any other work performed by Indians, for themselves or for others. Also the amount of money received by Indians, and from whom; and the manner in which it is proposed to keep Indians busy during the succeeding month. [§ 227 *Ins.* 1880.]

210. Agents are required to render in September of each year an annual report, giving a history of the work, progress, and events of the year, together with full statistics in regard to land cultivated, crops raised, stock owned, and buildings erected, both by Indians and Government; also statistics in regard to education, missionary work, number of Indians, &c. [§ 230 *Ins.* 1880.]

211. Each agent is required in his annual report to submit a census of the Indians at his agency or upon the reservation under his charge, the number of males above eighteen years of age, the number of females above fourteen years of age, the number of school children between the

ages of six and sixteen years, the number of school houses at his agency, the number of schools in operation and the attendance at each, and the names of teachers employed and salaries paid such teachers. [*Act July 4, 1884, § 9.*]

212. Special instructions with necessary blanks are furnished by the Indian Office annually, but to insure completeness and accuracy of statistics, data for the same should be carefully collected throughout the year. [*§ 230 Ins. 1880.*]

213. School and sanitary reports must also be forwarded at the close of each month, giving all the facts called for in the printed forms furnished teachers and physicians. (See "educational" and "medical.") [*§ 229 Ins. 1880.*]

214. All reports should be made upon white paper, letter-sheet size, leaving a margin of three-quarters of an inch on the left. One side only of the paper should be written on. [*§ 228 Ins. 1880.*]

215. For further instructions in regard to various duties not treated of under this heading agents are referred to the several headings of this book.

EMPLOYÉS.

216. It is provided by law that not more than six thousand dollars shall be paid in any one year for salaries or compensation of employés at any one agency, in addition to the salaries of Indian agents, teachers, and Indians; that the number and kind of employés at each agency shall be prescribed by the Secretary of the Interior, and none others shall be employed; that the preference shall at all times be given to Indians, as far as practicable, in the employment of interpreters and of clerical, mechanical, and other help at agencies; that the Secretary of the Interior, by written order, may increase the amount to be expended, but not to exceed ten thousand dollars in any one year; that when two or more agencies have been or may hereafter be consolidated, the expenditures at such consolidated agencies, exclusive of salaries of agents, teachers, and Indians, shall not exceed fifteen thousand dollars; that when not required for the purpose for which appropriated, the funds provided for the pay of specified employés at any agency may be used by the Secretary of the Interior for the pay of other employés at such agency, but no deficiency shall be thereby created; and, when necessary, specified employés may be detailed for other service when not required for the duty for which they were engaged; that the several appropriations made for millers, blacksmiths, engineers, carpenters, physicians, and other persons, and for various articles provided for by treaty stipulations for the several Indian tribes, may be diverted to other uses for the benefit of the said tribes, respectively, within the discretion of the President, and with the consent of said tribes expressed in the usual manner, and that he cause report to be made to Congress at its next session thereafter of his action under this provision. [*§ 16 Ins. 1880;*

§ 2069 *R. S.*; *Acts of March 3, 1875*, § 5, 18 *Stat.*, 449; *May 11, 1880*, §§ 1, 5, 21 *Stat.*, 133; *May 17, 1882*, 22 *Stat.*, 88; *August 7, 1882*, 22 338; *March 1, 1883*, § 5, 22 *Stat.*, 450; 15644, 1882, *Ind. O.*; *Auth. 4329, Ind. O.*]

217. On or before May 1 of each year each agent must prepare a list showing the number and kinds of employés, including police, which he shall consider necessary to the proper conduct of his agency for the ensuing fiscal year, the amount of compensation proposed to be paid in each case, for what purposes the services are to be engaged, the necessity therefor, and such other particulars as may be necessary to enable the Department to act advisedly and understandingly in the matter, and forward the same to the Indian Office for consideration. [§§ 17,40 *Ins.* 1880.]

218. School employés and police must be submitted on separate lists.

219. When the lists shall have been revised by the Indian Office, and the authority required by law obtained from the Secretary of the Interior, the agent will be notified of the number and kind of employés it has been decided to allow his agency, the rate of compensation, and the length of time each is to be employed.

220. On the 1st of July annually, or as soon thereafter as he receives notice of the action of the Department, each agent must nominate, on blanks provided for the purpose, the persons selected to fill the several positions authorized, and submit the same to the Indian Office for approval.

221. In making nominations other than for members of Indian police, the form printed on page 187 should be used. The agent must be careful to give as accurately as possible all the information called for by that form, and in addition must state what relationship, if any, exists between himself and the several appointees, and whether any of such appointees are sureties on his bond. (See section 262.)

222. School employés must be nominated on separate sheets.

223. Indian police must be nominated on the form printed on page 189.

224. As the service of all employés terminates with the end of each fiscal year (see section 62), it will be necessary for agents at the beginning of each fiscal year to renominate those employés whom it is desired to retain in the positions occupied by them in the year preceding, provided the authority for such positions has been renewed. [§ 38 *Ins.* 1880.]

225. (1) When a vacancy occurs in the regular force of an agency by reason of death, discharge, or resignation, the fact must be at once communicated to the Indian Office on the blanks referred to in sections 221 and 223.

(2) In like manner all changes in the employé force must be promptly reported to the Indian Office. (See section 236.) [§ 27 *Ins.* 1880.]

226. When it is desired to fill a vacancy in the regular force or to make a new appointment under authority for additional employés, the agent

must submit the name of the person selected, as required by sections 220 and 221. (See section 263.)

227. Specific authority to engage the service of any employé whatever, whether regular or irregular, must, if practicable, be obtained before such service is engaged. (See sections 62 and 264.)

228. Requests for authority to engage regular employés in addition to those authorized at the beginning of a fiscal year must contain the information as to necessity, compensation, &c., called for by section 217, and must also show the length of time their services will be required.

229. Requests for authority to engage irregular labor must show the necessity therefor, character of the work, and aggregate amount to be expended per month. (See section 260.) [*Auth.* 6001, 1883, *Ind. O.*]

230. In any case an agent in requesting authority to employ labor should state from what fund payment is to be made, and whether or not there is money in his hands sufficient for the purpose.

231. Any agreement made by an agent with any person, for either regular or irregular service, must be made contingent upon his action being approved. [§ 28 *Ins.* 1880.]

232. No Department or officer of the United States shall accept voluntary service for the Government, or employ personal service in excess of that authorized by law, except in cases of sudden emergency, involving the loss of human life or the destruction of property. [*Act May 1,* 1884.]

233. Subject to the two preceding sections, temporary or irregular service may be engaged to cover any sudden emergency requiring immediate attention, but such service must not be continued longer than the exigency absolutely requires; and a full report of all the circumstances must at once be made to the Indian Office. [§ 18 *Ins.* 1880.]

234. At the close of each month a Report of Irregular Employés must be prepared in the form given on page 148, giving the name of each irregular employé, to be designated in each case as Indian or white, who rendered any service during the month, the character of such service, the necessity for the same, the number of days each was employed, the dates thereof, the compensation, and the authority under which the employment was made, and submitted to the Indian Office for action. [§ 37 *Ins.* 1880.]

235. The Report of Irregular Employés must include all employés, whether Indians or whites, without regard to the character of the work or the length of time employed, who are paid a per diem, weekly, or other than a monthly or an annual salary. (See section 355.) [§ 37 *Ins.* 1880.]

236. Employés who are paid a monthly or an annual salary, though employed only temporarily, must not appear on the Report of Irregular Employés, but their employment and discharge must be reported on descriptive statement the same as regular employés, and at the time such employment or discharge takes place. (See sections 225 and 226.)

237. The amount expended for irregular service performed by whites comes within the provisions of the law limiting the expenditure for white labor as quoted in section 216. [§ 18 *Ins.* 1880.]

238. Agents will select their employés in accordance with the actual requirements of their agencies, so as to procure the greatest benefits for the Indian service, and at the lowest salaries for which competent persons can be employed. [§ 19 *Ins.* 1880.]

239. Where any of the tribes are, in the opinion of the Secretary of the Interior, competent to direct the employment of their blacksmiths, mechanics, teachers, farmers, or other persons engaged for them, the direction of such persons may be given to the proper authority of the tribe. [§ 2072 *R. S.*]

240. The employment of attorneys or counsel, at the expense of the United States, is forbidden by law. The Department of Justice should be called upon to attend to matters requiring legal action or advice. [§§ 189, 365 *R. S.*; § 221 *Ins.* 1880.]

241. Employés will in all cases be expected to perform, without additional compensation, not only the duties for which they are engaged, but also such other duties as the interests and exigencies of the service may in the judgment of the agent require. In no case can two salaries be paid to any employé. See sections 178 and 179. [§ 20 *Ins.* 1880; §§ 1764, 1765 *R. S.*; *Act May 11, 1880*, § 5, 22 *Stat.*, 133; *Circ.* 13, *Treas.* 1877.]

242. The methods employed to ascertain salaries due employés are as follows:

I. All persons employed at a stated salary per annum are to be paid quarterly one-fourth of their salary, whether the quarter contains ninety, ninety-one, or ninety-two days; therefore, when the services are for a fraction of a quarter, the disbursing officer should pay the corresponding fractional part of a quarter's salary. For example: A is employed at six hundred dollars per annum, and renders service from July 1 to September 23, inclusive, $\frac{85}{92}$ of the quarter; he should receive $\frac{85}{92}$ of one hundred and fifty dollars, or one hundred and thirty-eight dollars and fifty-nine cents, or, by proportion, $92 : 85 :: 150 =$ one hundred and thirty-eight dollars and fifty-nine cents.

II. Persons employed at monthly or per diem wages are to be paid in accordance with the following rules:

1. Thirty days will be assumed as the length of each and every month in the year.

2. For any full month's service performed by persons employed by the Government at a stipulated monthly rate of compensation (or yearly salary, if paid in regular monthly or bi-monthly installments), payments will be made at such stipulated monthly rate, without regard to the number of days the month paid for may contain.

3. In cases when the service *commences* on an intermediate day of the month, and thus embraces only a fractional part thereof, thirty days

will be assumed to constitute the entire duration of such month, whether the calendar length thereof be twenty-eight, twenty-nine, thirty, or thirty-one days, and pay will be computed accordingly.

4. When the service *terminates* at an intermediate day of the month, and hence embraces but a fractional part thereof, the whole number of days during which service was rendered in such fractional part of a month will be allowed in making payments.

5. For convenience in calculating service embracing two or more months, or parts of months, but one fraction will be made. Thus, from the 21st of September to the 25th of November, inclusive, will be calculated—from 21st September to 20th October, inclusive, as one month; from October 21 to November 20, inclusive, another month; and from 21st to 25th November, inclusive, five days—making two months and five days.

6. When two fractions of months occur in any account for service, both together being less than a whole month, as from the 21st of August to the 10th of September, the calculation of time will be from August 21 to 30, inclusive (ignoring the 31st), ten days, and from the 1st to the 10th September, inclusive, ten days, making the time to be paid for twenty days.

7. Service commencing in February will be calculated as though that month contained thirty days; thus, from February 21 to end of month, inclusive, ten days will be allowed, though the actual time be but eight or nine days. *Provided*, That when service commences on the last day of February, payment will be made for only one day in that month.

8. The foregoing rules do not apply to laborers employed at a per diem allowance. In computing them the actual number of days are to be ascertained and allowed.

9. Laborers employed by the month and actually performing their first day's labor on the 31st day of any month, will be paid for that day.

10. When accounts are rendered for service stated to have been performed from one given date to another, one of the days named will be excluded, unless it is specified or clearly shown by the form of the account that the service rendered was "inclusive" of both. [§ 21 *Ins.* 1880; *Circ. 2d Comp.*, March 1, 1864.]

243. Employés of every description must be reported by Indian agents and other officers of the Indian Service at the end of each quarter on the quarterly Report of Employés. (Form on page 146.) See section 329. [§ 23 *Ins.* 1880, *Act of March 3, 1875*, § 5, 18 Stat., 449.]

244. This report must give the name and occupation of every agency employé, whether regular, irregular, school or police, the period of service and the rate of pay of each. For the sake of convenience each class should be kept distinct and the Indians separate from the whites. See section 254 and 276.

245. Every Report of Employés must be supported by the affidavit of the agent or other officer presenting the same, in the following form :

I solemnly swear that the employés claimed for were actually and *bona fide* employed at ——— Agency, and at the compensation as claimed, and that such service was necessary ; and that I have not received, and am not to receive, either directly or indirectly, any part of the compensation claimed for any other employé.

This affidavit should in all cases be made on the report itself. [§ 24 *Ins.* 1880 ; *Act of March 3, 1875, § 5, 18 Stat., 449.*]

246. When there is no officer authorized to administer oaths within convenient distance of an agent, the Secretary of the Interior may, upon proper application, grant permission to such agent to “certify on honor” instead of making oath. In such case the certificate must be identical with the prescribed affidavit, except that the words “certify on honor” are to be substituted for the words “solemnly swear.” [§ 24 *Ins.* 1880, *Act March 3, 1875. § 5, 18 Stat., 449.*]

247. In order to get permission to “certify on honor” in place of making oath, an agent must make it clear to the Department that it is impracticable to appear before an officer duly authorized to administer oaths. See section 249. [§ 24 *Ins.* 1880.]

248. Authority to “certify” must in all cases be obtained before the Report of Employés is forwarded, reference being made in the certificate to the date of authority therefor, otherwise the amount involved in the pay of employés will be suspended against the agent in settlement of his accounts. [§ 24 *Ins.* 1880.]

249. When an officer empowered to administer oaths is within sixty miles of an Indian agency the agent will be required to furnish the necessary affidavit. [§ 25 *Ins.* 1880.]

250. An affidavit for file and record, made before any person other than some officer having the custody of the seal of a court of record, to be admissible, must be authenticated by the certificate of such officer of the court, that the person before whom the affidavit is made was, at the date thereof, authorized to administer oaths. [§ 26 *Ins.* 1880.]

251. In order to avoid the additional expense of obtaining a certificate as to the official character of the person administering the oath, affidavits should be made, whenever practicable, before a person having custody of the seal of a court of record.

252. When affidavits are made before a notary public, or any person other than the proper officer of a court, the certificate as to the official character of such notary or other person should give the date of expiration of his commission.

253. When accounts of different quarters are sworn to before the same person, one certificate as to his authority to administer oaths will be sufficient if the requirement of the preceding section is complied with.

254. When two or more sheets are required to contain the names of the employés as required in section 244, the several sheets should be

fastened together and consecutively numbered and one affidavit made to cover all.

255. Only one set of papers need be sworn to. Copies of the affidavit attached to the duplicate and retained set will be sufficient.

256. An authority to "certify," referred to in section 246, given to one agent does not extend to his successor. Each agent must have specific authority to certify for himself.

257. Rations must not be issued to any of the white employés. Giving supplies or board as part compensation will not be allowed. (See section 184.) [§ 29 *Ins.* 1880.]

258. Neither the agent, interpreter, or any person whose salary is established by law is entitled to rations. At those agencies where subsistence is issued to Indians, all agency employés, including teachers and other school employés where the schools are under contract, may be sold one daily ration, or such quantities of the subsistence stores purchased for the Indians at an agency as may be necessary for the support of themselves and families at the cost price, adding transportation.

This transaction will not result in a loss to the Indians, as the proceeds of such sales become immediately available upon being credited to the appropriation out of which the stores were purchased, and will be used in the purchase of further supplies for their use and benefit. [§ 30 *Ins.* 1880.]

259. An abstract of articles sold must accompany the property accounts. As the sale of rations is an independent transaction, the vouchers for the pay of employés should contain no allusion to the same, but employés must be paid their salaries in full, and their receipts upon the receipt roll must be for the full amount. If sales are made to any of them, the agent will collect from each the amount due for subsistence purchased during the quarter, the money so received to be brought into the agent's account and disposed of as required by section 380. [§ 31 *Ins.* 1880.]

260. The law requires the Department to employ the Indian in every capacity in which he can be used, and to reduce the expenses of white employés as soon as practicable to the lowest degree possible. To this end agents are required to supply each mechanic employed with one or more Indian apprentices, at not less than \$60 nor more than \$120 per annum for the first year, and, whenever it is possible to do so, to fill the positions authorized at an agency with Indians. [§ 32 *Ins.* 1880; *Acts March 3, 1875, § 5, 18 Stat. 449; March 1, 1883, § 6; Auth. 6001 Ind. O.*]

261. No account for payment of white laborers at any agency will be allowed unless it shall be made to appear clearly that Indians competent to do the work could not be had. [*Cir. 89 Ind. O.*]

262. No relative or bondsman of any Indian agent shall be appointed to any position at any Indian agency without the authority of the Secretary of the Interior, except it be the wife, daughter, or sister of the agent,

either of whom, if competent, may be appointed to fill the position of school-teacher, but in no event shall more than one of the above be employed in that capacity. [§ 33 *Ins.* 1880.]

263. The selection and appointment of an agency physician is reserved to the Indian Office. When a vacancy occurs in that position the agent will report the fact as prescribed in section 225, when a properly qualified physician will be sent. [*Cir.* 101 *Ind. O.*]

264. Indian inspectors are not authorized to order any expense to be incurred, nor to direct the employment of any person or persons at agencies. [*Cir.* 105 *Ind. O.*]

265. In every case where an appointment of an agency employé has been made directly from the Indian Office without the previous recommendation of an agent, such employé shall not be discharged, nor shall his resignation be accepted, without the permission of that office. If for any reason such employé shall become objectionable to the agent, he shall make report of all the facts in the case, and await the action of the Indian Office thereon. [§ 35 *Ins.* 1880.]

266. (1) At the end of each month each agent must report to the Indian Office (form on page 240) the exact amount of indebtedness incurred by him for employés during the month and whether payment has been made or not. In making this report the amount necessary to pay each class must be stated, viz, regular white, irregular white, white teachers, Indian teachers, regular Indians, irregular Indians.

(2) The class designated "white" includes all employés other than Indians and school employés.

(3) The class designated "teachers" includes all school employés. Particular care must be taken to report the whites and Indians separately.

(4) By "Indians" is meant all who are of Indian blood in any degree.

(5) The salaries of the following employés are not to be included in this statement: 1, agents; 2, interpreters when Indians; 3, Indian police; 4, persons paid from miscellaneous receipts. [*Cir.* 69 *Ind. O.*]

267. An accurate and complete register of all employés must be kept as a part of the permanent records at each agency. All names must be entered on the same day that the service commences, and resignations or discharges noted on the day that they take place. This book must be kept in the agency office subject to inspection, as required as to the cash book. [§ 39 *Ins.* 1880; *Cir.* 119 *Ind. O.*]

QUARTERLY ACCOUNTS.

268. All disbursing officers of this Department are required to render their cash and property accounts as soon after the expiration of each quarter as practicable. A delay of more than thirty days after the expiration of a quarter in rendering such accounts may subject the delinquent officer to legal proceedings, in addition to an action against his

sureties for the recovery of the public funds and property in his hands. (See section 438.) [§ 130 *Ins.* 1880.]

269. The explanations to exceptions to both cash and property accounts must be rendered separately to the Indian Office by disbursing officers within thirty days after the receipt of such exceptions. Answers to exceptions to accounts under different bonds must also be made separately. Failure to comply with this regulation renders the delinquent liable to immediate suit on his bond. [§§ 151, 152 *Ins.* 1880.]

270. The quarterly accounts of all disbursing officers must be made in triplicate, one set to be retained by the officer, the other two to be disposed of as required by section 271. [§ 133 *Ins.* 1880.]

271. All papers pertaining to quarterly accounts, including answers to exceptions, must be forwarded to the Indian Office in duplicate, except subvouchers for traveling expenses, &c., which may be taken singly, and copies made to accompany the duplicate account; but the originals must not be kept with the retained copy, but be forwarded to the Indian Office with one of the two sets of quarterly accounts. [§ 154 *Ins.* 1880.]

272. The accounts of each quarter must be kept separate and distinct, and should show all transactions during the quarter from the first up to and including the last day, and no other.

273. The date of payment and not date of purchase or period of service determines the quarter to which a voucher belongs.

274. The availability of an annual appropriation for payment for goods or services is determined by the date of purchase or period of service. (See section 429.)

275. All current expenses should be paid in, and vouchers rendered with the accounts of the quarter in which the expense was incurred. If, however, from the non-receipt of funds, or other good cause, which must be fully stated on the voucher, payment cannot be made during the current quarter, it may be made in the quarter next succeeding, but in no case at any later period. A list of such outstanding liabilities must accompany the quarterly cash account. [§ 138 *Ins.* 1880.]

276. Any disbursing or other officer of the United States or other person who shall knowingly present, or cause to be presented, any voucher, account, or claim to any officer of the United States for approval or payment, or for the purpose of securing a credit in any account with the United States, relating to any matter pertaining to the Indian service, which shall contain any material misrepresentation of fact in regard to the amount due or paid, the name or character of the article furnished or received, or of the service rendered, or to the date of purchase, delivery or performance of service, or in any other particular, shall not be entitled to payment or credit for any part of said voucher, account, or claim; and if any such credit shall be given or received, or payment made, the United States may recharge the same to the officer or person receiving the credit or payment, and re-

cover the amount from either or from both, in the same manner as other debts due the United States are collected: *Provided*, That where an account contains more than one voucher the foregoing shall apply only to such vouchers as contain the misrepresentation; *And provided further*, That the officers and persons by and between whom the business is transacted shall in all civil actions in settlement of accounts be presumed to know the facts in relation to the matter set forth in the voucher, account, or claim: *And provided further*, That the foregoing shall be in addition to the penalties now prescribed by law, and in no way to affect proceedings under existing law for like offenses. That where practicable, this section shall be printed on the blank forms of vouchers provided for general use. [*Act March 1, 1833, § 8, 2d Stat., 451; Act July 4, 1834, § 8; Cir. 113 Ind. O.*]

277. In forwarding their regular quarterly accounts disbursing officers must be careful to ascertain that the package or packages contain all papers pertaining to the account and requisite for its proper examination and settlement and no other. The two sets of accounts must be separated from each other and marked, respectively, "Original" and "Duplicate," and the papers belonging to each must be so arranged as to follow each other in regular order. [*§ 155 Ins. 1880.*]

278. The practice of disbursing officers of the Indian Bureau of mixing their accounts and rendering them continuous under different bonds, as if no divided responsibility existed, causes embarrassment in the settlement of accounts, and will not be permitted. [*§ 141 Ins. 1880.*]

279. Whenever, for any reason, a disbursing officer gives a new bond the accounts of such officer up to the time of the date of the new bond must be kept separate and distinct from accounts accruing subsequently in order that there may be no difficulty in ascertaining the liability of the sureties on each bond. All balances in the hands of the officer at the date of executing his new bond must be placed in a United States depository, to the credit of the United States, instead of being taken up and carried to account of the new bond. The transfer of funds of any character whatever, from one bond to another, is expressly forbidden. (See sections 188, 431, and 433.) [*§ 141 Ins. 1880; Circs. 2d Compr., April, 13, 1839, September 27, 1854.*]

280. In all cases where one series of service ends and another begins during a quarter, accounts are not to be made up and rendered to the end of that quarter. For example: The commission of A. B. expires on the 9th of May; he is reappointed and gives a new bond on the 10th of May; the accounts are to be rendered up to the 9th of May, inclusive, in one series, and a second series commences on the 10th of May and ends on the 30th of June, inclusive, and so on, quarter-yearly, until such time as he may cease to be in office. [*§ 141 Ins. 1880; Cir. 2d Compr., September 27, 1854.*]

281. The following instructions for the preparation of quarterly accounts must be complied with in every particular; otherwise, they will

be returned for restatement. When rendered in accordance with these regulations they should be absolutely and perfectly correct, require no suspensions and disallowances, and be capable of rapid settlement in the Indian Office and at the Treasury. [§§ 155, 156 *Ins.* 1880.]

282. A correct rendition of accounts will not only relieve the Indian Office of vast labor, but be of great benefit to disbursing officers in relieving them of the care and anxiety of unsettled monetary transactions for which they are bonded. [§ 156 *Ins.* 1880.]

283. The proper papers to a complete quarterly account are as follows:

CASH.

1. *Account-Current.*

[Form on page 120.]

284. The account-current must show upon the credit side all moneys received, whether from appropriations or miscellaneous sources; and on the debit side the aggregate of disbursements as per abstract of disbursements, and all deposits to the credit of the United States.

285. The account-current must be supported by the affidavit or certificate of the agent that it contains all, or that no miscellaneous receipts, as the case may be, were received during the period embraced in the account from any source whatever. (See sections 246-256.) [§ 135 *Ins.* 1880.]

286. The date of the bond under which the funds in each account current are chargeable must be stated. [§ 135 *Ins.* 1880.]

287. In case no disbursements are made during any quarter, agents should forward an account-current stating that fact. [§ 136 *Ins.* 1880.]

288. Fractions of cents must not be brought into the account-current or abstract of disbursements. [§ 138 *Ins.* 1880.]

2. *Abstract of Disbursements.*

[Form on page 122.]

289. The Abstract of Disbursements must show the funds disbursed, under their proper heads and sub-heads of appropriation, as designated in tabular statements of remittances; the names of persons as they appear in the vouchers to whom moneys are paid and on what account, with dates and numbers of the vouchers; these vouchers to be arranged numerically, and each amount carried out under proper heads and sub-heads of appropriation, which should appear at the top of the several columns on the abstract. In no case will funds be designated by the purposes for which they are applicable, but always by the name of the appropriation under which they are received. Miscellaneous Receipts are to be included, and a separate heading given to each class. [§ 136 *Ins.* 1880.]

3. *Vouchers.*

[Forms on pp. 125-151.]

290. All vouchers which appear in the Abstract of Disbursements must accompany the same. [§ 139 *Ins.* 1880.]

291. All vouchers must be legibly dated, and every certificate, whether on the face or back of any voucher, by whomsoever made, to give it validity must also be dated and signed. A copy of the authority for the expenditure must be attached to the voucher. [§ 55 *Ins.* 1880; *Cir.* 21, *Treas.*, 1875.]

292. An agent will not be allowed credit for any expenditure whatever until the same has been authorized by the Secretary of the Interior.

293. Vouchers will be issued in triplicate. One part must be retained for the agency files and two parts forwarded to the Indian Office with the regular accounts. Each voucher must be indorsed with the number and the quarter to which it pertains, the name of the person in whose favor it is drawn, and the amount. [§ 61 *Ins.* 1880.]

294. When payment is made by check, the number and date of the check and the name of the bank or institution upon which it is drawn must be indorsed upon the voucher. (See section 444.) [§ 61 *Ins.* 1880; *Cir.* 115 *Ind. O.*]

295. Receipts to vouchers must express the sums paid in words written out in full, and not by figures, and they should state the name of the person from whom and the date when the money is received. [§ 56 *Ins.* 1880; *Cir.* 21, *Treas.*, 1875.]

296. The signature to the receipt and the name of the person or firm at the head of the voucher must be literally alike.

297. Receipts to vouchers made out in the name of incorporated or unincorporated companies must be affixed in the manner illustrated in section 30. [*Cir.* 124 *Ind. O.*]

298. Vouchers for open market purchases must show the date and place of purchase, necessity therefor, date and place of delivery, and must have the original invoices of purchase attached as subvouchers. See section 57. In the case of exigency purchases, the exigency must be clearly and fully stated. [§ 55 *Ins.* 1880.]

299. Every purchase voucher must be supported by the certificate of the agent that there is no contract for the delivery of the articles named; that the prices are reasonable and just and the lowest that could be obtained. [*Cir.* 21, *Treas.*, 1875.]

300. Invoices and purchase vouchers must also show a full and complete description of the articles purchased; giving weights, numbers, sizes, special names, if they have any, &c. For example:

5 3½-inch wagons, "Millburn Co.'s," including spring-seats,	
bows, brakes, &c., at \$90	\$450 00
5 kegs nails, 500 pounds—4d, 7 cents; 6d, 7 cents; 8d, 6 cents;	
10d, 6 cents; and 12d, 5 cents.....	31 00
15 pairs wrought-iron hinges, 5-inch, at \$6 per dozen.....	7 50

[§ 57 *Ins.* 1880.]

301. Where goods are not delivered at the agency by the seiler free of charge, purchase vouchers must show the gross weight of all articles appearing thereon; and upon the voucher for transportation, when paid by the agent, there must be a reference to the original purchase voucher, in order that the articles transported may be identified. (See section 319.)

302. All vouchers representing payments to Indians for any and all purposes must have attached thereto the certificate of an interpreter that he explained to the Indians the nature of the voucher and that he witnessed the payment and the signing of the receipt therefor. But this does not apply where the amount is less than ten dollars nor where an interpreter cannot be had, which fact must be shown. [*Cir. 85 Ind. O.*]

303. Witnesses to payments or other transactions must affix their signatures opposite every mark witnessed. Certificates of interpreters and others must be so worded as to show distinctly what they are certifying to—in case of payments by giving names, numbers, or amounts, or all of them. A certificate as to the correctness of the “foregoing” is not sufficiently explicit. [§ 206 *Ins.* 1880; *Cir.* 13, *Treas.*, 1877.]

304. Except in the case of Indians, only signatures by mark need be witnessed; in all other cases it is unnecessary.

305. Signing or certifying vouchers or receipts in blank is fraught with evil, and is strictly prohibited. [§ 198 *Ins.* 1880.]

306. All erasures or alterations on receipts, vouchers, or other official papers must be explained by the party issuing the same; when issued before a magistrate, the explanation must be verified by his initials. [§ 193 *Ins.* 1880; *Cir.* 21, *Treas.*, 1875.]

307. When one writes the name of another to a receipt, he must have proper written authority for so doing. [§ 65 *Ins.* 1880; *Cir.* 21, *Treas.*, 1875.]

308. The receipt-roll (form on page 125) must be brought to the Abstract of Disbursements as one voucher, with the total amounts paid employés, under the several heads and subheads of appropriation from which their salaries are paid. It will include the names of all employés except irregular employés at the agency, including agent and interpreter. The form for this roll is printed to include both first and last days of service, but in case of discharge of an employé, unless full service is performed on day of discharge, the agent will not state the last day, but the preceding one. Agents are required to certify on this roll, or any voucher for services, for their own or employés' salaries, as to the time they have been absent from their agency or post of duty. When payment is made by check, provisions of section 294 must be strictly complied with. [§ 137 *Ins.* 1880.]

309. Requiring any employé to receipt or give a voucher for an amount greater than that actually paid to and received by him is in direct violation of law, which makes such action on the part of a disbursing officer a penal offense. [§ 220 *Ins.* 1880; § 5483 *Rev. Stat.*]

310. The salary of a deceased employé, if an Indian and married, should be paid to his wife, otherwise to the surviving head of the family.

311. In relation to payment of salary of deceased white employés see sections 479, 480.

312. To enable the heirs or legal representatives of a deceased creditor to receive the amount due such creditor proper letters of administration must be filed.

313. Payment to irregular employés should be made on the pay-roll of irregular employés (form on page 134) so far as practicable, care being taken to give the character and necessity of such service, the exact dates thereof, and the number of days claimed for. [§ 58 *Ins.* 1880.]

314. The receipt-roll of irregular employés must be divided into three sections, corresponding with the three months of the quarter, each section showing the payment to each irregular employé for each month, as called for, on proper blank form. [§ 37 *Ins.* 1880.]

315. The receipt-roll of irregular employés must be brought to the Abstract of Disbursements in the same manner as the regular receipt-roll. (See section 308.)

316. In cases where agents are authorized to liquidate contract obligations, the date of such authority must be stated on the vouchers taken in the premises, and also a certificate from the regularly authorized inspector (if inspection is required by the contract, otherwise such statement should be made by the agent) that the articles delivered were of quality equal to the requirements of the contract must accompany the vouchers, and reference be made to the contract by its date. [§ 60 *Ins.* 1880.]

317. Vouchers for the subscription to, or purchase of, newspapers, books, maps or periodicals, must be accompanied by the prior written order of the Secretary of the Interior for the same. [§ 62 *Ins.* 1880; *Act August 26, 1842, 5 Stat., 527.*]

318. Vouchers for stock must show sex, weight, and age. [§ 62 *Ins.* 1880.]

319. Where an agent makes payment on a voucher to a railroad, transportation company, or any person, for freight, wharfage, drayage, or any other purpose, the particulars of the charge must be fully specified in the body of the account, and where advance charges are alleged to have been paid, the particulars of such charges must also be specified, and the receipts of the parties to whom the payments were made must be annexed as subvouchers. (See section 301; also "Transportation of supplies.") [§ 64 *Ins.* 1880.]

320. Payment to Indian freighters for transporting supplies should be made on the form printed on page 141; such voucher must be supported by the certificate of the Interpreter as required by section 302, and two disinterested witnesses in addition to that of the agent.

321. Bills of lading (form on page 143) covering the amount of freight

for which each freighter is paid must accompany the transportation voucher and be correspondingly numbered.

322. Where a wagon has been issued to an Indian, as provided in section 126, payment will be made only for a sufficient number of pounds of freight hauled by him to cover his actual expenses while engaged in freighting, until the wagon or harness is fully paid for; credit will be given the Indian on the transportation voucher for the balance, until the total cost of the wagon or harness has been retained.

323. Traveling-expense vouchers must be made out in accordance with directions under head of "traveling expenses," page 30.

324. Vouchers for telegrams must be prepared in accordance with instructions under head of "telegraphing," page 29.

325. Vouchers for annuity payments must be prepared in accordance with directions under head of "annuity payments," page 37.

4. *Transcript of Cash.*

[Form on page 144.]

326. Each Indian agent shall keep a book in which he shall keep an itemized record of expenditures of every kind, a record of all contracts, receipts of money from all sources, and all transactions, of whatever character, as they occur on each day. [§§ 190, 191 *Ins.* 1880; *Act March 3, 1875*, § 10, 18 *Stat.*, 451.]

327. This book shall always be open to inspection and shall remain in the office at the respective reservations, not to be removed from said reservation by the agent, but shall be safely kept and handed over to his successor; and true transcripts of all entries of every character in said books shall be forwarded quarterly by each agent to the Commissioner of Indian Affairs. If any agent knowingly makes any false entry in said books, or in the transcript directed to be forwarded to the Commissioner of Indian Affairs, or knowingly fails to keep a perfect entry in said books as herein prescribed, he shall be deemed guilty of a misdemeanor, and, on conviction before any United States court having jurisdiction of such offense, he shall be fined in a sum not less than five hundred nor more than one thousand dollars, at the discretion of the court, and shall be rendered incompetent to hold said office of Indian agent after conviction. [§ 189 *Ins.* 1880; *Act March 3, 1875*, § 10, 18 *Stat.*, 451.]

328. The transcript referred to in the preceding section must be forwarded to the Indian Office immediately upon the expiration of each quarter, without reference to the regular quarterly accounts, and must contain the certificate of the agent that it is a true transcript of the book kept at the agency. [§ 190 *Ins.* 1880.]

5. *Report of Employés.*

[Form on page 146.]

329. The Report of Employés made out as instructed in sections 243-245 must accompany each quarter's accounts whether the employés have been paid for the quarter or not. [§ 140 *Ins.* 1880.]

PROPERTY.

1. *Property Return.*

[Form on page 152.]

330. The Property Return, accompanied by the proper abstracts, must show all public property of whatever kind or description upon the reservation, and all property received, issued, and remaining in the hands of an officer, including all Government buildings on the reservation, excepting medical supplies and hospital stores, which must be made on a separate return. [§§ 143, 144 *Ins.* 1880.]

331. In taking up beef cattle upon the Property Return, the number of head and gross weight must be shown; when beef cattle are slaughtered the net weight, the number of head, and the number of hides must appear.

332. All articles borne upon the Property Return and on accompanying abstracts must be arranged in alphabetical form.

333. Property must be taken up in definite quantities, *i. e.*, pounds, gallons, &c., not by barrels, sacks, &c. Fractions of pounds, &c., should be avoided as far as practicable, except in the case of a few expensive articles, such as tea, tobacco, medical supplies, &c. [§ 151 *Ins.* 1880.]

334. Agents will be held to an equally strict accountability for all property received, whether purchased by themselves or by the Indian Office. [§ 145 *Ins.* 1880.]

2. *Abstract A.—Articles purchased by Agent.*

[Form on page 156.]

335. Abstract A must show all articles purchased by the agent in the quarter, whether paid for or not, the date of purchase, and the number of the voucher in his cash accounts representing such purchase. [§ 146 *Ins.* 1880.]

336. When goods are not paid for in the quarter in which they are taken up, a copy of the invoice must accompany the abstract.

3. *Abstract B.—Articles received from Contractors, &c.*

[Form on page 159.]

337. Abstract B must show all articles received from contractors and by consignment for which receipts have been given or bills of lading signed, giving, so far as possible, the names of parties from whom the goods were purchased, the number and kind of packages, and the number and gross weight of each package. [§ 147 *Ins.* 1880.]

338. All goods must be taken up as invoiced, and a separate line on the abstract given to each invoice and each receipt.

339. Beef cattle must be taken up as instructed in section 331.

340. Abstract B must in all cases accompany the quarterly return of property. If no property has been so received during the quarter, a statement to that effect must be indorsed on the face of the abstract. [§ 147 *Ins.* 1880.]

4. *Abstract C.—Articles received from various sources.*

[Form on page 161.]

341. Abstract C must exhibit all articles manufactured or produced in any manner at the agency, all increase of agency stock, and, in short, any property that may have come into the agent's hands from any outside source during the quarter, other than by purchase or consignment. § 148 *Ins.* 1880.]

342. Abstract C must also be presented with each account bearing, in addition to the certificate of the agent, the certificate of each and every employé having charge of any branch of the agency work, showing that it is a true exhibit of all articles so received at the agency during the period for which it is rendered. [§ 148 *Ins.* 1880.]

343. If no property has been so received during the quarter, a certificate to that effect, signed by each employé above referred to, as well as by the agent, must appear upon the face of abstract. (See sections 394 and 400.) [§ 148 *Ins.* 1880.]

5. *Abstract D.—Issues to Indians.*

[Form on page 163.]

344. Abstract D must show all property issued to Indians. [§ 149 *Ins.* 1880.]

345. All articles furnished any tribe or band of Indians must be issued in conformity with law, which makes it the duty of each agent having supplies to distribute, to make out rolls of the Indians entitled to supplies at the agency, with the names of the Indians and of the heads of families or lodges, with the number in each family or lodge, and to give out supplies to the heads of families and not to the heads of tribes or bands, and not to give out supplies for a greater length of time than one week in advance.

The Commissioner of Indian Affairs may, however, in his discretion, issue supplies for a greater period than one week to such Indians as are peaceably located upon their reservation, and engaged in agriculture. [§ 109 *Ins.* 1880; *Act March 3, 1877*, § 2, 19 *Stat.*, 293.]

346. For the purpose of inducing Indians to labor and become self-supporting, the law also makes it the duty of an agent, in distributing supplies and annuities to the Indians, to require all able-bodied male Indians between the ages of eighteen and forty-five to perform service upon the reservation, for the benefit of themselves or of the tribe, at a reasonable rate, to be fixed by the agent in charge, and to an amount equal in value to the supplies to be delivered; and the allowances provided for such Indians shall be distributed to them only upon condition of the performance of such labor, under such rules and regulations as the agent may prescribe.

The Secretary of the Interior may, however, by written order, except any particular tribe, or portion of tribe, from the operation of this pro-

vision where he deems it proper and expedient. [§ 109 *Ins.* 1880; *Act March 3, 1875*, § 3, 18 *Stat.*, 449.]

347. The delivery of all articles, or annuities of any character, must be made in the presence of an interpreter, and, where treaty stipulations require it, of an army officer, and also of two disinterested witnesses. [§ 111 *Ins.* 1880.]

348. The receipt of each head of family, or individual Indian not the head of a family, must be taken for the articles issued to such person; and no receipt by Indians for goods or property to any agent shall be valid to discharge such officer, unless the same be accompanied by the certificates of the persons mentioned in the preceding section, as required by sections 350 and 351. [§§ 149, 111 *Ins.* 1880; §§ 2088, 2089 *R. S.*]

349. To carry out the requirements of the four preceding sections three forms of vouchers are furnished agents, numbered 1, 2, and 3 respectively; any one or all of them may be used at an agency as circumstances require. These vouchers should show in detail exactly what is issued to, and received by, each head of family or individual Indian.

(1) Form 1 (page 165) is for occasional issues of annuity goods and articles furnished the Indian service, and is intended for use principally at those agencies where no regular issues are made, but supplies are given to aged, sick, and helpless Indians.

(2) Form 2 (page 167) is intended for use at those agencies where by treaty stipulations the annuities are issued annually in one issue, and where it is provided that the issue shall be witnessed by a military officer detailed for the purpose, whose certificate must also appear on the voucher in addition to the other witnesses, and whose report in the case will be filed in the agent's accounts.

(3) Form 3 (page 169) is for the regular weekly issues of subsistence in accordance with the established ration, and must be complete in all respects as indicated in the certificates printed upon each voucher.

A census is taken at each agency at the beginning of each fiscal year, and to save clerical labor the names of the Indians are printed upon this form. Changes, as they occur, must be added in writing by the agent, and new lists will be printed when the changes render it necessary.

(4) The totals of each issue must be brought to Abstract D. The vouchers must be made in triplicate, and immediately at the close of the issue (weekly or otherwise) one copy must be forwarded to the Indian Office. [§ 149 *Ins.* 1880.]

350. Each of the forms described in the preceding section, when used, must be supported by the following certificates:

(1) By the interpreter: That he explained to the Indians named in the voucher, and is satisfied that they understand the nature of the issue, that he witnessed the delivery of the several articles in the quantities and to the individuals set forth in the voucher, and the signing by each individual of the receipt therefor.

(2) By two disinterested witnesses: That they were present and witnessed the issue of the several articles in the quantities and to the individuals set forth in the voucher, that they also witnessed the signing by each individual of the receipt therefor, and that they are disinterested in the matter. These witnesses may be agency employes.

(a) When Form 1 is used, and it is impossible to have the same two persons witness the entire issue, the voucher must be supported, in lieu of the certificate required by the preceding paragraph, by the statement of two or more agency employes that it presents to the best of their knowledge and belief a true exhibit of issues to the parties named.

(b) When Form 3 is used, the two witnesses must further certify that the articles issued were weighed in their presence; that the rations as stated in each case are correct; and that the aggregate quantity of each article delivered and receipted for in their presence, as stated in the voucher, is the true quantity issued. They must also insert in the certificate the number of pounds of each article issued, both in words and figures.

(3) By the agent: That he issued all the articles set forth in the voucher to the Indians in the quantities stated and that labor has been performed upon the reservation by each of the Indians for the benefit of themselves or the tribe, to an amount equal in value to the goods and supplies delivered to each as required by section 3 of the act of March 3, 1875, 18 Stat., 449.

(a) When Indians by the written order of the Secretary of the Interior are excepted from the operation of the labor clause in the act of March 3, 1875, the clause relative to labor may be omitted by the agent from his certificate. In such case reference should be made to the date of the order making the exception.

351. When a military officer is required to witness the issue he must certify on the voucher (Form 2) that he was present and witnessed the issue of the several articles in the quantities and to the individuals set forth in the voucher; that the articles issued were weighed or counted in his presence, and that the aggregate quantity of each article issued is correctly stated on the voucher. He should also furnish a separate report of the issue to the Indian Office, showing character of goods issued, &c.

352. To enable agents not only to encourage but also to enforce regular labor among Indians, it is ordered that sugar, coffee, tea, and tobacco, except in cases of old age or infirmity, shall be issued to Indians only in payment for labor performed by them, for themselves, or for the tribe. [§ 110 *Ins.* 1880.]

353. The agent must exercise his own discretion as to whether the Indian is entitled to his daily ration by the spirit shown by him in an effort to comply with the requirements of section 3, act of March 3, 1875, 18 Stat., 449, quoted in section 346, and not by so many actual hours of

labor performed at so much per hour, to be paid for in definite quantities of tobacco, coffee, and sugar at a fixed rate per pound. [§ 110 *Ins.* 1880.]

354. It is the duty of an agent under the law to see, through his employés, that some form of labor which will benefit the Indian or his tribe is furnished each Indian; and when this is done to determine, more from the disposition to work than from the character of the work itself, the value to be attached to such labor as the Indian may do. The object to be attained is, as stated in the act referred to, to prepare the Indian to support himself. (See sections 487 and 488.)

355. Indians who perform labor in return for supplies issued to them are not to be considered in any sense agency employés to be governed by the regulations under the head of "Employés."

356. Generally the issues to those who labor must not exceed the daily ration, and never more than double that amount, and then only in rare cases and as a reward for unusual zeal and industry; issues of articles to those who will not do any work should be entirely cut off. [§ 110 *Ins.* 1880.]

357. Immediately upon the completion of the census called for by section 2 of the act of March 3, 1877, quoted in section 345, a copy of the census roll should be transmitted to the Indian Office. The issue of rations for a longer period than one week can be allowed only upon specific authority, to be previously obtained. [§ 112 *Ins.* 1880.]

358. Subsistence supplies must in all cases be issued by weight. When the number of Indians at an agency and the foregoing requirement for the issue of supplies to the heads of families render it impracticable, with the limited clerical force of an agency, to weigh out each allowance of rations and complete the issue to the tribe in one day, a division of the tribe into bands should be made, and separate days or parts of days appointed in which to issue to heads of families of each band. [§ 113 *Ins.* 1880.]

359. At all agencies where rations are issued weekly and the kinds and quantities of articles furnished justify such issues, the following will constitute the ration. Where the habits of the Indians and the amount of aid furnished by the Government have heretofore resulted in the issuance of a smaller ration than that herein named, such diminished ration should not be increased. The ration herein named is a maximum, which should be reduced whenever practicable.

To 100 rations:

Beef	300 pounds (gross), or	Baking powder.....	½ pound.
Beef	150 pounds (net).	Beans.....	3 pounds.
Flour	50 pounds.	Bacon.....	10 pounds.
Corn.....	25 pounds.	Salt.....	2 pounds.
Coffee.....	4 pounds.	Soap.....	2 pounds.
Sugar.....	7 pounds.		

When the following articles are furnished, they will be issued according to the annexed table:

To 100 rations:

Hard bread, 25 pounds, in lieu of flour or corn.

Hard bread, 40 pounds, in lieu of both flour and corn.

Rice, 5 pounds, in lieu of beans.

Hominy, 3 pounds, in lieu of beans.

[§ 114 *Ins.* 1880; *Cir.* 72 *Ind. O.*]

360. Agents are not permitted to issue certain articles of subsistence in excess of the regular ration, as a substitute for other articles, without authority from the Indian Office. Should an exigency arise when such an overissue is necessitated, and is made by the agent, all the facts in the case, and his reasons for so doing, must be immediately reported to the Indian Office. [§ 115 *Ins.* 1880.]

361. When, for any reason, issues of subsistence have not been made at the usual times, no claim by the Indians for rations overdue will be recognized. [§ 116 *Ins.* 1880.]

362. All issues of wagons, agricultural implements, &c., must only be made upon specific authority previously obtained. [§ 208 *Ins.* 1880.]

363. In cases of issue of wagons, agricultural implements, &c., the Indian receiving the same must sign, in addition to his receipt, an agreement that he will not sell, exchange, or in any way dispose of the article or articles issued to him without the full knowledge and consent of the agent.

364. Annuity goods and supplies of every description are issued to the Indians by the Government for their sole use and benefit, and not to be sold or bartered to any one. (See section 574.) [*Cir.* 77 *Ind. O.*]

365. Agents are strictly prohibited from loaning Government goods or supplies to traders or other persons under any circumstances. [§ 252 *Ins.* 1880.]

366. Agents may, in special cases, give permission to individual Indians to retain a specified number of cattle, issued to them for their exclusive use, as work cattle, or for breeding purposes; but in all cases such cattle must be branded by the agent, before delivery, by a brand to be known as the "retained agency brand," and the name of the Indian to whom the issue is made and the number of cattle so branded to be recorded. [*Cir.* 97 *Ind. O.*]

367. All cattle found outside the agency herd with the agency brand upon them, but without the retained brand, will be taken possession of by the agent as Government property. [*Cir.* 97 *Ind. O.*]

368. Where Indians are in possession or control of cattle or their increase which have been purchased by the Government, such cattle shall not be sold to any person not a member of the tribe to which the owners of the cattle belong, or to any citizen of the United States, whether intermarried with the Indians or not, except with the consent in writing of the agent of the tribe to which the owner or possessor of the cattle

belongs. All sales made in violation of this provision shall be void, and the offending purchaser on conviction thereof shall be fined not less than five hundred dollars and imprisoned not less than 6 months. [*Act July 4, 1884, § 1.*]

369. An agreement not to sell, &c., the cattle issued to Indians for their use must be signed by the Indian receiving the same as in the case of agricultural implements. (See section 363.)

370. Police uniforms, hats, and badges can only be dropped on Abstract F. (See section 389.)

371. Beef must be issued from the block, unless authority is obtained from the Indian Office to issue on the hoof. [*§ 117 Ins. 1880.*]

372. A trained butcher, properly equipped, and with a very few Indian assistants, whose services can be obtained at the minimum of compensation, the same to be paid from the proceeds of sales of hides, can easily and promptly slaughter the beef required for each day's issue. (See "Beef hides," p. 70.) [*§ 117 Ins. 1880.*]

373. A limited number of cartridges may be supplied to the agents to be used exclusively for killing beef cattle; but in such cases agents will be held to a strict accountability for the cartridges furnished. [*Cir. 106 Ind. O.*]

374. In any case where cartridges are found in possession of the Indians for other uses than the slaughter of cattle, or where it is shown that they have been allowed to use them for other purposes, the agent responsible will be dismissed. [*Sec'y Int. January 12, 1883; Cir. 106 Ind. O.*]

375. Where authority has been obtained to issue beef on the hoof, there shall be dealt a sufficient quantity of beef from the block to insure to each and all Indians the delivery of the exact number of pounds to which they are entitled. [*§ 118 Ins. 1880.*]

376. At all agencies where weekly issues of subsistence are made, agents are furnished by the Indian Office with an "issue-book," which is intended to be a transcript of the vouchers covering the weekly issues, and should correspond thereto in quantities issued and names of Indians to whom issues of subsistence are made. This book is to be kept at the agency, open for inspection at all times to those who have a right to know its contents. [*§ 121 Ins. 1880.*]

377. At all agencies where subsistence is regularly issued, the agent is required to forward to the Indian Office weekly supply reports, showing the quantity of each article on hand at beginning of week, the quantity received and issued during week, and the balance remaining at the close. [*§ 122 Ins. 1880.*]

6. Abstract E.—Subsistence sold to Employés.

[Form on page 171.]

378. Abstract E must show all articles of subsistence sold to employés as provided in section 258. The invoice price must be stated in each case, and the cost of transportation also. [*§ 150 Ins. 1880.*]

379. The agent must make his affidavit, or certificate, upon the abstract that it embraces all the articles of subsistence sold to employés during the quarter, and that none of them have received any supplies whatever, from those purchased for the Indians of his agency, other than those enumerated on the abstract. (See sections 246-256.) [§ 150 *Ins.* 1880.]

380. The aggregate amount of moneys received under Abstract E will be carried to the agent's account current as "Proceeds of sales of subsistence to employés," and deposited at the end of each quarter to the credit of the United States in accordance with sections 431 and 434, in order that it may be carried back to the appropriation from which the supplies were purchased to be expended for the benefit of the Indians. [§ 150 *Ins.* 1880.]

381. In addition to the affidavit of the agent, the abstract must be supported by the affidavit of each employé who purchases any supplies, sworn to before the agent, that no goods or supplies purchased by the Government for the agency have been bought, received, or used by such employe, other than those enumerated on the abstract. [§ 150 *Ins.* 1880.]

382. In case no sales have been made Abstract E, supported by affidavits of agent and two or more agency employés, to the effect that no supplies have been sold during the quarter, must accompany each quarter's accounts. [*Cir.* 88 *Ind. O.*]

7. Abstract F.—Articles expended, &c.

[Form on page 173.]

383. Abstract F must show all articles expended at agency—stationery, fuel, mill and farm supplies, supplies for schools, shops, &c., and must be supported by the written certificate of the agent as to its correctness. It must be sustained by the certificate of the miller, farmer, superintendent, principal teacher, or other employé, so far as relates to the articles expended under his or her supervision, the disposition made of each article to appear on the certificate.

The vouchers to Abstract F will be made by the agent, as occasion requires. (See form on page 175.) [§ 151 *Ins.* 1880.]

384. In all cases of loss of property, whether destroyed, strayed, stolen, or died, an affidavit of one or more disinterested persons is required, in addition to the certificate of the agent, setting forth all the facts and circumstances, and that the loss occurred through no negligence of the agent or employés. This oath, if administered by the agent, shall be without expense, but if administered by any authorized officer of the law, the expense shall be paid by the agent from public funds in his possession, such expense to be accounted for in his regular quarterly return. [§ 151 *Ins.* 1880.]

385. When beef is issued from the block at net weight, from the slaughter of cattle which are borne on agent's property return at gross weight, he will drop the number of head and gross weight of the cattle

slaughtered, on Abstract F, to his property return, and take up the net weight of the beef and the number of hides thus obtained on Abstract C, to be issued and accounted for on the proper vouchers to Abstract D, as net beef. Both gross and net weight of the beef must be verified by the affidavit of the butcher or farmer, or both, the same to be submitted as a voucher to Abstract F. [§ 151 *Ins.* 1880.]

386. Public property which is complete in itself, and is not material purchased for manufacture or repairs, must not be expended upon certificates of agents or agency employés. [*Cir.* 75 *Ind. O.*]

387. When the accumulation of public property represented as worthless, worn out, broken, &c., is such as to justify it, and it is deemed advisable to dispose of the same, the agent will forward to the Indian Office a schedule of the property in question, with a request for authority to convene a board of survey upon said property to determine its condition, value, and the disposition to be made of it, when proper instructions will be sent the agent. [§ 197 *Ins.* 1880; *Cir.* 75 *Ind. O.*]

388. In case of a sale of public property an account of such sale must be rendered in the form on page 177, and the gross proceeds thereof must be deposited to the credit of the United States in accordance with sections 431 and 434. [§ 197 *Ins.* 1880; §§ 3617, 3618 *R. S.*]

389. Police uniforms, hats, and badges must not be dropped until worn out and worthless, which fact must be certified by two disinterested witnesses and the chief of police.

390. The following is the established ration for animals, and must in no case be increased, but, whenever practicable, diminished:

Animal.	Number of pounds per day.		
	Corn or oats.	Hay.	Hay.
Horses	12	14	
Mules	9	12	
Ponies	9	12	
Oxen	12	14	or 30
Cows	9	12	or 25
Beef cattle	9	12	or 25

—[§ 120 *Ins.* 1880.]

S. *Medical Return.*

[Form on page 181.]

391. The medical return must show all medical property received and expended during the quarter, all medical property remaining on hand, and must be supported by the certificate of the physician that it exhibits the true condition of the medical property at the agency to the best of his knowledge and belief.

392. Whenever any articles are expended otherwise than "with sick" a certificate must accompany the return stating the manner in which each article was expended.

9. *Descriptive Statement of Government Buildings.*

[Form on page 183.]

393. Every agent must prepare, on blanks furnished for the purpose, once during each year, a statement giving the number and description of buildings belonging to the United States and used for the Indian service on the reservation under his charge, and forward the same in duplicate with his property returns for the first quarter of each year, retaining a copy in the agency files. [§ 153 *Ins.* 1880.]

GAINS IN ISSUES.

394. Agents are required to account every quarter for all subsistence supplies, goods, &c., and articles of every description that shall have been gained in issuing, the same to be taken up on Abstract C to property return for each quarter of the year. [§ 123 *Ins.* 1880.]

BEEF HIDES.

395. The legitimate expenses of herding and butchering cattle for issue to Indians may be paid for in hides, or money derived from their sale. A sufficient number of hides obtained from the slaughter of cattle for issue should, therefore, be sold and the proceeds applied to the payment of expense of butchering. (See section 372.) [§ 125 *Ins.* 1880.]

396. When hides are sold a statement from the buyer showing the number bought and the price paid must accompany the account current.

397. The proceeds of sales of hides must be brought to the regular account current as "proceeds of sale of hides."

398. The hides remaining after a sufficient number have been sold for the purpose indicated in section 395 should be given to those of the Indians who work on their farms or for their own support. [§ 125 *Ins.* 1880.]

399. Money derived from the sale of beef hides properly belongs to the appropriation from which the cattle producing the hides were originally bought, and is only available during the fiscal year to which such appropriation belongs; any balance of such money in the hands of an agent at the end of a fiscal year must be deposited the same as other unexpended balances. [*Compt. Dec. January* 13, 1876.]

400. The hides obtained from the slaughter of the cattle must be taken up on Abstract C to property return; those issued should be dropped on Abstract D, the receipts of the Indians who receive them being taken, properly witnessed, as required on vouchers for articles issued to Indians; those sold should be dropped on Abstract F.

401. Agents will carefully watch the disposition made of the hides by the Indians, and require the licensed traders to pay cash when buying them. [§ 126 *Ins.* 1880.]

402. At the agencies in the Indian Territory, Dakota Territory, Nebraska, and east of the Missouri River, the traders must pay the quoted market rate for them, less 20 per cent. At the agencies elsewhere the quoted market rate, less 25 per cent. [§ 127 *Ins.* 1880.]

403. Agents will require the licensed trader to furnish weekly a statement showing the number of hides purchased by him of the Indians, and the prices paid therefor and the information will be included in the regular monthly report to the Indian Office. [§ 128 *Ins.* 1880.]

404. Should an agent find that the trader is paying less for the hides than the rate established herein, he will report the fact immediately to the Indian Office. [§ 129 *Ins.* 1880.]

CERTIFIED PAY-ROLLS.

405. When, for any cause, it is necessary for an agent to issue certified pay-rolls of agency employés, he must certify upon the same that the employés claimed for were actually and *bona fide* employed at ——— Agency, ———, and at the compensation as claimed; that such service was necessary; and that there is due to each the amounts set opposite their respective names, aggregating \$—— (the amount to be stated in words), no part of which has been paid; and that these rolls are issued in duplicate only. [§ 82 *Ins.* 1880.]

406. These rolls should not include the name of the agent. [§ 83 *Ins.* 1880.]

407. When payment is made by the succeeding agent, a true copy of the certified rolls should be made and placed with the retained agency files.

CERTIFIED VOUCHERS.

[Form on page 215.]

408. Under no circumstances whatever will a voucher of this class be issued by an agent, to be presented at the Indian office for settlement, except on the special authority of the Commissioner of Indian Affairs. When such authority has been given the following rules will govern. [§ 78 *Ins.* 1880]:

409. The vouchers must be legibly dated and every certificate dated and signed. [§ 79 *Ins.* 1880.]

410. A copy of the authority for incurring the indebtedness must in every case be attached. [§ 79 *Ins.* 1880.]

411. When for articles purchased in open market, the date and place of purchase and of delivery must be stated, and the original invoice of purchase attached as subvoucher. The purchasing officer must describe the nature of the exigency justifying the immediate delivery of the articles, and certify that there is no contract for the same, that the prices are reasonable and the lowest that could be obtained. [§ 79 *Ins.* 1880.]

412. When for transactions other than the purchase of merchandise,

the character of the indebtedness must be fully and clearly stated, and the several items composing the voucher given in detail. The officer issuing the voucher must certify that it is correct and just, and that the prices are reasonable and the lowest that could be obtained.

413. If articles named in the voucher are deliverable by the seller at a point other than the agency or place where they are to be used, and are to be transported thence to destination by a transportation contractor or common carrier, then the voucher must state at what place they were delivered to the contractor or carrier, and must be accompanied by a "transporter's receipt," in duplicate, for the articles turned over for transportation; or if deliverable by the seller at the agency, the words "see receipt of transporter" in the certificate must be erased by the officer issuing this voucher. [§ 79 *Ins.* 1880.]

414. No interlineations or erasures on the voucher will be accepted as valid unless certified over the signature of the issuing officer. [§ 79 *Ins.* 1880.]

415. In addition to any other certificate that may be required, every officer issuing a voucher of this character must certify thereon that there is due the claimant the sum of \$—— (the amount to be stated in words, not in figures), that no part thereof has been paid, and that the voucher is issued, in duplicate only, in accordance with instructions from the Indian Office dated ——.

416. Vouchers of this character will be issued in duplicate only, one copy to be given to the claimant and the other to be forwarded to the Office of Indian Affairs. Settlement will only be made and payment recommended when the full set is in possession of the Indian office. (See section 204.) [§ 80 *Ins.* 1880; *Cir.* 65, *Treas.*, 1875.]

PUBLIC FUNDS.

1.—ESTIMATING FOR.

417. Agents and all other disbursing officers of the Indian service are directed to forward quarterly to the Indian Office estimates of the funds required to conduct the business of their agencies for the ensuing quarter. In certain cases, where it is to the interest of the service, agents may make estimates for funds covering two quarters. [§ 157 *Ins.* 1880.]

418. The estimate must show in detail every purpose for which the money is to be used, giving the position of each employé whose salary is estimated for, and the amount required for each. [§ 158 *Ins.* 1880.]

419. Where previous authority has been granted an agent to make purchases, and the necessary funds for the same are estimated for by him, reference must be made in the estimate to the letter granting such authority, by its date. [§ 159 *Ins.* 1880.]

420. In no case must an estimate for funds for the several purposes of an agency be made in bulk. [§ 160 *Ins.* 1880.]

421. The estimate must show the amount of funds on hand under each appropriation at the end of the preceding quarter, and if the same is required to pay liabilities already incurred it must be so stated. [*Cir. 78 Ind. O.*]

422. The estimates should be sent in as early in the quarter as possible, and in no case later than 30 days after the beginning of the same. [*Cir. 78 Ind. O.*]

423. Funds placed to the credit of agents must only be used for the purpose for which they were authorized to be expended, unless otherwise directed by the Indian Office. The practice of estimating for funds to incur expenditures, without complying with section 67, must be discontinued, and in the future funds will not be placed to the credit of agents except upon compliance with the section above referred to. (See also section 188.) [*Cir. 78 Ind. O.*]

2.—MANNER OF CARING FOR.

424. Disbursing officers are required to deposit public money intrusted to them for disbursement with the Treasurer or some one of the assistant Treasurers of the United States. In places, however, where there is no Treasurer or assistant treasurer the Secretary of the Treasury may, when he deems it essential to the public interests, specially authorize the deposit of public money in any other depository. [§ 3620 *R. S.*; § 161 *Ins.* 1880.]

425. Every disbursing officer who deposits any public money in any place not designated for the purpose by the Secretary of the Treasury, or unlawfully converts, loans, transfers, or applies public money, is deemed guilty of embezzlement, and shall be punished by imprisonment with hard labor for not less than one nor more than ten years, or by a fine of not more than the amount embezzled or less than one thousand dollars, or by both such fine and imprisonment. [§ 5488 *R. S.*]

426. For the guidance of agents in the matter of keeping funds on deposit, the following list of officers and banks which have been specially designated by the Secretary of the Treasury under the act of June 14, 1866, for the reception, safe-keeping, and disbursement of funds intrusted to disbursing officers of this Department, is furnished :

State.	City.	Office or bank.	Securities.
Alabama	Montgomery ...	First National Bank	\$50,000
Arkansas	Little Rock ...	Merchants' National Bank of	100,000
California	San Francisco..	United States assistant treasurer	
Colorado	Denver	Colorado National Bank of	200,000
Do	do	First National Bank of	200,000
Connecticut.....	Hartford	Charter Oak National Bank of	100,000
Dakota	Yankton	First National Bank of	50,000
Do	Huron	do	125,000
Delaware	Wilmington ..	do	60,000
District of Columbia.	Washington	Treasurer United States	
Illinois	Chicago	United States assistant treasurer	
Do	Centralia	First National Bank of	75,000
Do	Quincy	do	100,000
Do	Springfield ..	do	100,000

State.	City.	Office or bank.	Securities.
Indiana	Indianapolis	First National Bank of	\$250,000
Do	do	Indianapolis National Bank of	300,000
Iowa	Sioux City	Sioux National Bank of	200,000
Kansas	Leavenworth	First National Bank of	220,000
Do	Lawrence	National Bank of	150,000
Kentucky	Louisville	First National Bank of	300,000
Louisiana	New Orleans	United States assistant treasurer	
Maine	Augusta	Granite National Bank of	50,000
Do	Bangor	First National bank of	50,000
Do	Portland	Merchants' National Bank of	70,000
Maryland	Baltimore	United States assistant treasurer	
Massachusetts	Boston	do	
Michigan	Detroit	Detroit National Bank	500,000
Do	Grand Rapids	City National Bank of	50,000
Minnesota	Saint Paul	First National Bank of	200,000
Do	do	Second National Bank of	300,000
Missouri	Saint Louis	United States assistant treasurer	
Montana	Helena	First National Bank of	150,000
Do	do	Montana National Bank	100,000
Nebraska	Omaha	First National Bank of	175,000
Do	do	Omaha National Bank of	175,000
New Hampshire	Concord	First National Bank of	165,000
Do	Portsmouth	do	107,000
New Jersey	Trenton	do	100,000
New Mexico	Santa Fe	do	210,000
New York	New York	United States assistant treasurer	
Do	Buffalo	Farmers and Mechanics' National Bank of	175,000
Do	Albany	Merchants' National Bank of	100,000
Do	Brooklyn	Nassau National Bank of	150,000
North Carolina	Raleigh	Raleigh National Bank of	150,000
Ohio	Cincinnati	United States assistant treasurer	
Do	Cleveland	Merchants' National Bank of	300,000
Do	Columbus	National Exchange Bank of	75,000
Oregon	Portland	First National Bank of	500,000
Pennsylvania	Philadelphia	United States assistant treasurer	
Do	Pittsburgh	Tradesman's National Bank of	250,000
Do	Erie	First National Bank of	50,000
Rhode Island	Providence	do	100,000
South Carolina	Charleston	People's National Bank	15,000
Tennessee	Knoxville	East Tennessee National Bank of	50,000
Do	Nashville	First National Bank of	150,000
Texas	San Antonio	San Antonio National Bank of	125,000
Do	El Paso	State National Bank of	50,000
Virginia	Richmond	First National Bank of	100,000
Vermont	Burlington	Merchants' National Bank of	50,000
Wisconsin	Madison	First National Bank of	50,000
Do	Milwaukee	do	300,000
Do	do	National Exchange Bank of	250,000
Wyoming	Cheyenne	Stock-Growers' National Bank of	75,000
Utah	Salt Lake City	Deseret National Bank of	100,000

3.—DEPOSITING.

427. To enable the Indian Office to expend, for the benefit of the Indians, if necessary, any surplus on hand at the end of the fiscal year, which otherwise would have to be turned into the Treasury, Indian agents must deposit, not later than the 31st of May in each year, all balances in their hands not required to pay indebtedness incurred or to be incurred to the close of the fiscal year, viz, June 30, and forward the certificate of deposit to the Indian Office without delay. [*Cir.* 78 *Ind. O.*]

428. If any portion of the amount so deposited be available for expenditure without limit, as are permanent money annuities, interest, trust funds, and proceeds of lands, the amount thereof, if necessary, will be again remitted. [§ 165 *Ins.* 1880.]

429. Unexpended balances of Indian appropriations made for one fiscal year cannot be used for the service of another fiscal year. [§ 165 *Ins.* 1880; § 3690 *R. S.*]

430. On the 30th of June of each year all disbursing officers of the Indian service must deposit all unexpended balances remaining in their hands to the credit of the United States. (See sections 188 and 438.) [§ 3690 *R. S.*]

431. When a disbursing officer deposits to the credit of the United States any public moneys that may have come into his possession, he will transmit the original certificate of deposit to the Secretary of the Treasury and the duplicate to the Indian Office. [§ 163 *Ins.* 1880.]

432. The original and duplicate certificates of deposit must be accompanied with a statement in detail, showing the character of the funds so deposited, whether advances from regular appropriations, whether moneys classed as miscellaneous receipts and coming into agent's possession from incidental sources in connection with his position as Indian agent, or whether such deposit of funds is the result of disallowances made in the examination of accounts in the Indian Office, or in their final settlement by the accounting officers of the Treasury. [*Cir.* 90 *Ind. O.*]

433. In the case of the first-named class of funds in the preceding section, the statement should show the several appropriations of which they are unexpended balances, and should also designate the quarter in which the account-current shows credit taken for a deposit to the credit of the United States of said funds. [*Cir.* 90 *Ind. O.*]

434. In the case of miscellaneous funds the statement must give in detail the dates of receipt, the sources whence derived specifically, and in the case of sales of subsistence, whether the same was sold to employes or outside parties, and also whether said subsistence was raised on the reservation or purchased from appropriated funds. The quarter or quarters in which accounts-current show the charges and credits of said funds must be designated. [*Cir.* 90 *Ind. O.*]

435. Relative to funds deposited to cover disallowances, the statement should give the title of the appropriation from which the erroneous payments were made and the number of each voucher representing said payments, together with the quarter and year to which they pertain in the accounts, and should also designate the quarter or quarters in which the accounts-current show the charges and credits of such deposited funds. [*Circ.* 90 *Ind. O.*]

436. In making a transfer or deposit, the date of the bond to which the amount involved is to be charged must be given and the appropriation to which refunded designated. [§ 141 *Ins.* 1880.]

437. In no case are certificates of deposit required to be filed with accounts rendered by Government officers, nor does such a disposition of any certificates of deposit secure to the officers transmitting them proper credits in their accounts. Credits are only given officers in the settlement of their accounts upon warrants, which warrants are issued by the Secretary of the Treasury, and based upon the original certificates of deposit. In taking credit in their accounts-current, however,

for deposits made, officers should state specifically the date of the deposit and the designation and location of the depository in which the deposit was made, as well as the source, &c. [§ 164 *Ins.* 1880.]

438. Failure of a disbursing officer to render accounts, or to pay over, in the manner and in the time required by law or by the regulations of the Department to which he is accountable, any public money remaining in his hands, is by law constituted embezzlement, the penalty of which is imprisonment for not less than six months nor more than ten years and a fine equal to the amount embezzled. [§§ 3624, 3633, 3634, 5491, 5492 *R. S.*]

4.—REPORTING BALANCES.

439. The rules of the Treasury require disbursing officers to report at the close of each week and month the balances of public funds in their hands or on deposit under each proper head of appropriation. [§ 166 *Ins.* 1880.]

440. These reports must contain a correct statement, and be promptly forwarded every Monday morning and on the first day of each month respectively. (Forms on pp. 195, 197.) [§ 167 *Ins.* 1880.]

5.—DISBURSING.

441. Special care must be taken in the disbursement of public moneys to prevent their misapplication. (See section 203.) No sufficient excuse can be offered for misapplying funds received by requisition from the Indian office, as with each notice of the issue of such requisition there is a tabular statement and a special letter of instructions, setting forth clearly and fully the applicability of the funds under each head and subhead of appropriation, and even the objects for which they shall be used. Furthermore, at agencies where funds are provided under treaty stipulations the treaties generally prescribe the manner of expending such funds. Treaty funds cannot be diverted from the objects for which appropriated without the consent of the tribes, expressed in general council, which consent, stated in writing, must be approved by the Secretary of the Interior, and the approval communicated to the officer, before the diversion can be made. A copy of the approval referred to must accompany the quarterly accounts when forwarded to the Indian Office. [§ 131 *Ins.* 1880; § 2097 *R. S.*]

442. No credit can be allowed to any disbursing officer or agent for money expended under a head of appropriation exceeding the amount in his hands under that head, and under no circumstances must a transfer of funds be made by a disbursing officer from one head of appropriation to another. (See "Transfers" and "Deficiencies.") [§ 132 *Ins.* 1880.]

443. Disbursing officers must only draw for funds on deposit in a United States depository as they may be required for payment. [§ 3620 *R. S.*]

444. All payments must be made by check payable to the order of the party to whom payment is made. [§ 161 *Ins.* 1880; § 3620 *R. S.*; *Act February 27, 1877, 19 Stat.*, 249.]

445. Disbursing officers must state upon the face or back of each check the appropriation upon which it is drawn and the object or purpose to which the avails are to be applied. Such statement may be made in brief form, but must clearly indicate the object of the expenditure, as, for instance, "pay," "pay-roll," "purchase of subsistence," "payments under \$20," &c. [*Cir.* 107, *Treas.*, 1876.]

446. Checks will not be returned to the drawer after payment, but the depository with which the account is kept will furnish the officer with a monthly statement of his deposit account. [*Cir.* 107, *Treas.*, 1876.]

447. No allowance will be made to any disbursing officer for expenses charged for collecting money on checks. [§ 3651 *R. S.* *Cir.* 107; *Treas.*, 1876.]

448. In case of the death, resignation, or removal of any disbursing officer, checks previously drawn by him will be paid from funds to his credit, unless such checks have been drawn more than four months before their presentation, or reasons exist for suspecting fraud. [*Cir.* 107, *Treas.*, 1876.]

449. Every disbursing officer when opening his first account, before issuing any checks, will furnish the depository on which the checks are drawn with his official signature, duly verified by some officer whose signature is known to the depository. [*Cir.* 107, *Treas.*, 1876.]

450. Disbursing officers of this Department are required to make a return on the 30th day of June, annually, of all checks issued by them, and which may then have been outstanding and unpaid for three years and more, stating fully in such report the name of the payee, for what purpose given, the office on which drawn, the number of the voucher received therefor, and the date, number, and amount for which it was drawn, and, when known, the residence of the payee. [§ 192 *Ins.* 1880.]

6.—TRANSFERRING.

451. In no case will an agent transfer to his successor or to any other person public funds in his hands or to his credit without specific instructions from the Indian Office. [§ 185 *Ins.* 1880.]

452. All transfers of public money between disbursing agents must be immediately reported by the transferring officer to the Second Auditor of the Treasury, by forwarding a duplicate of the receipt taken. [§ 194 *Ins.* 1880; *Cir.* 21, *Treas.*, 1875.]

453. All moneys turned over from one disbursing officer to another must be treated as a transfer, and so entered on the accounts-current. [§ 195 *Ins.* 1880; *Cir.* 21, *Treas.*, 1875.]

454. Credit will not be given a disbursing officer for a transfer of funds to an officer or other person not under bonds until the money has been satisfactorily accounted for. [§ 207 *Ins.* 1880; *Cir.* 13, *Treas.*, 1877.]

455. An officer having property or funds cannot escape accountability by surrendering them to persons not authorized to receive them. [§ 208 *Ins.* 1880; *Cir.* 13, *Treas.*, 1877.]

7.—DEFICIENCIES.

456. In order to prevent deficiencies the law requires that supplies shall be distributed and paid out to the Indians entitled to them in such proper proportions as that the amount of appropriations made for the current year shall not be expended before the end of such current year, and that no expenditure shall be made or liability incurred on the part of the Government on account of the Indian service for any fiscal year, unless in compliance with existing law, beyond the amount of money previously appropriated for said service during such year.

Officers of the Indian service will therefore take notice that deficiencies will not be allowed under any circumstances. [*Act March 3, 1875, 18 Stat.*, 450; §§ 168 and 169 *Ins.* 1880.]

457. The practice of borrowing from one appropriation for the benefit of another, or making expenditures in excess of available appropriations, is prohibited by law. Hence no expenditure must be made by a disbursing officer for any purpose in excess of the amount standing to his credit under the particular appropriation to which the expense is chargeable. [§ 200 *Ins.* 1880; §§ 3678, 3679, 3732 *R. S. Cir.* 65 *Treas.*, 1875.]

458. No person, at his own option, can create a legal claim on the United States by advancing his own private funds, or borrowing money for disbursements. [§ 201 *Ins.* 1880; *Cir.* 65, *Treas.*, 1875.]

MISCELLANEOUS RECEIPTS.

459. Funds derived from miscellaneous sources are divided into four classes, viz :

CLASS I.

460. Money not available for any purpose whatever, but which must be covered into the Treasury on account of "proceeds of Government property," as required by sections 3617 and 3618 *Rev. Stat.* [*Cir.* 135 *Ind. O.*]

461. This class embraces all money derived from—

1. Rent of Government buildings.
2. Sales of condemned stores, old material, supplies, or other property of any kind exclusively the property of the Government, except such as is provided for in section 11 of act approved July 4, 1884. (See section 471, paragraph 7.) [*Cir.* 135 *Ind. O.*]

462. The aggregate amount of funds of Class I coming into an agent's hands during a quarter must be deposited to the credit of the United States at the end of each quarter. (See sections 431 and 434.) [*Cir.* 135 *Ind. O.*]

CLASS II.

463. Money to be carried back to the appropriation from which originally taken, to be again expended for the benefit of the Indian service.

464. This class embraces all money derived from—

1. Sales of subsistence to employés, as provided in section 258.
2. Sales of forage.
3. Sales of hides of cattle purchased for subsistence of Indians.

465. Funds of Class II must be deposited to the credit of the United States at the end of each quarter, except money derived from sale of hides, which may be disposed of as indicated under the head of "Beef hides," page 70. (See sections 380 and 399.)

CLASS III.

466. Money to be deposited in the Treasury in accordance with the act providing that the proceeds of all pasturage and sales of timber, coal, or other product of any Indian reservation, except those of the five civilized tribes, and not the result of the labor of any member of such tribe, shall be covered into the Treasury for the benefit of such tribe, under such regulations as the Secretary of the Interior shall prescribe. [*Act March 3, 1883, 22 Stat., 590.*]

467. This class embraces the following items :

1. Proceeds of sale of all products of reservations not the result of Indian labor.
2. Proceeds of tax for grazing on reservations.
3. Proceeds of right of outsiders to cut hay.
4. Proceeds of right of way for cattle herds across reservations.
5. Proceeds of dead timber cut on reservations by other than Indians.

[7392-83 *Ind. O.*; *Cir. 135 Ind. O.*]

468. The *net* proceeds derived from the sources named in the preceding section must be deposited to the credit of the United States at the end of each quarter, in the usual manner. The necessary expense for labor, sale, collection, &c., when authorized, must be defrayed from said receipts. [7392-83 *Ind. O.*; *Cir. 135 Ind. O.*]

469. Each deposit of funds of Class III must be accompanied with a statement showing the tribes or bands to which the several sums belong, and with such recommendations as to the manner of expenditure, for the benefit of the Indians as the agent may deem best. [*Cir. 135 Ind. O.*]

CLASS IV.

470. Money not to be covered into the Treasury, but to be retained by the agent and by him expended for the sole benefit of the Indian or Indians from whose labor the money was derived, that in all cases the Indian shall receive the benefit of his or her personal industry. [§ 175 *Ins. 1880.*]

471. This class embraces all receipts from—

1. Sale of articles fabricated by Indians, from work done in agency shops, grist or saw mills where Indian apprentices are employed; in short, funds which are in any degree the result of the labor of Indians alone or of Indians assisted by agency employés.

2. Sales of articles fabricated by Indian pupils in manual and training schools (to be applied as directed in section 502.)

3. Sale of stock, produce, &c., raised wholly by Indians, and of hides obtained from the increase of cattle belonging to school herds.

4. Sale of timber cut by Indians for the purpose of clearing land for cultivation.

5. Sale of dead and down timber prepared for market by Indians.

6. Fines imposed in punishment of Indian offenses.

7. Sales of property under the act which provides "that at any of the Indian reservations where there is now on hand Government property not required for the use and benefit of the Indians at said reservations, the Secretary of the Interior is hereby authorized to move such property to other Indian reservations where it may be required, or to sell it and apply the proceeds of the same in the purchase of such articles as may be needed for the use of the Indians for whom said property was purchased; and he shall make report of his action hereunder to the next session of Congress thereafter." [*Act July 4, 1884, § 11; Cir. 135 Ind. O.; 7540-1883 Ind. O.*]

472. Receipts of Class IV will be retained by the agent, subject to the order of the Commissioner of Indian Affairs. [*Cir. 135 Ind. O.*]

473. At the end of each quarter, or oftener, agents must report to the Indian Office the amount of this class of funds on hand and the sources whence derived; which report must be accompanied by such recommendation as to the manner of expenditure as in the opinion of the agent will be best for the Indians and the service, for the approval of the office. [*Cir. 135 Ind. O.*]

474. The foregoing may fail to state every source from which "miscellaneous" funds may come into an agent's hands, but it is believed to be sufficient to indicate the class to which any belongs. If uncertain, however, as to any of his receipts, an agent should apply to the Indian Office for instructions in time to render his quarterly accounts properly. [*Cir. 135 Ind. O.; § 178 Ins. 1880.*]

475. All miscellaneous funds, of whatever class, must be taken up on the regular account-current, and every expenditure therefrom must be properly authorized and vouched for. [*§ 172 Ins. 1880; Cir. 135 Ind. O.*]

476. The sources from whence these funds are derived must be given in detail on the account-current. [*§§ 172-176 Ins. 1880.*]

477. Receipts for all articles sold must accompany the account, supported by the certificate of the buyer and agent to the effect that the prices paid were the highest market prices at the time and place of sale [*§ 176 Ins. 1880.*]

478. Agents will be held to an equally strict accountability for all funds coming into their hands under title of "miscellaneous receipts" as for advances from regular appropriations. [§ 178 *Ins.* 1880; *Cir.* 135 *Ind. O.*]

CLAIMS.

479. The settlement and adjustment of all claims or demands whatever by the United States, or against them, and of all accounts whatever in which the United States are concerned, either as debtors or as creditors, belongs to the Treasury Department.

Hence all claims or accounts requiring semi-judicial action for their determination and adjustment, or any claim arising out of breach of contract, loss of property, or other uncertain matter, should be referred to the Office of Indian Affairs for consideration and report to the Treasury Department. The practice of disbursing officers of adjudicating uncertain or doubtful claims, or of including in the current quarter vouchers for expenses incurred long previous, must be discontinued. [§ 221 *Ins.* 1880; § 236 *R. S.*; *Cir.* 13, *Treas.*, 1877.]

480. Disbursing officers are not authorized to pay the heirs or legal representatives of a creditor of the Government the balance due until the accounts of such creditor have been acted upon at the Treasury; however, on special application by the disbursing officer, the amount due being small, he may be authorized by the Comptroller, after an examination of the vouchers at the Treasury, to make payment to the heirs or legal representatives. [§ 221 *Ins.* 1880; *Cir.*, 13 *Treas.*, 1877.]

481. Claims for supplies furnished must be accompanied by the usual inspection certificate as to quality and quantity, and a receipt showing the delivery of said supplies to the proper agent of the Department, contractor for transportation, or, in case there be no such agent or contractor, to some responsible common carrier. [§ 51 *Ins.* 1880.]

482. All receipts or certificates, of whatever character, must be signed by the person whose duty it is to receipt or certify, or by his agent or attorney in his name; and the authority of agent or attorney to sign for another must accompany the account or be on file in this Department. [§ 51 *Ins.* 1880.]

483. The address of the claimants should be on every claim, and in all cases the Christian or given name, as well as the surname, should be given in full. (See "Transportation of supplies.") [§ 212 *Ins.* 1880; *Cir.* 65, *Treas.*, 1875.]

DEPREDACTION CLAIMS.

484. By the seventh section of the act of Congress making appropriations for the Indian Department, approved May 29, 1872, it is enacted:

That it shall be the duty of the Secretary of the Interior to prepare and cause to be published such rules and regulations as he may deem necessary or proper, pre-

scribing the manner of presenting claims arising under existing laws or treaty stipulations, for compensation for depredations committed by the Indians, and the degree and character of the evidence necessary to support such claims; he shall carefully investigate all such claims as may be presented, subject to the rules and regulations prepared by him, and report to Congress, at each session thereof, the nature, character, and amount of such claims, whether allowed by him or not, and the evidence upon which his action was based: *Provided*, That no payment on account of said claims shall be made without a specific appropriation by Congress.

In compliance with the requirement of the law as quoted above, the following *Rules and Regulations* are prescribed:

1. Application for indemnity or satisfaction for the loss or injury sustained must be made by the claimant, his attorney or duly authorized agent, to the Indian agent within whose jurisdiction or charge the nation, tribe, or band is to which the offenders or depredators belong.

2. The necessary documents and proofs must accompany the application of the claimant, his attorney or agent, and should be in legal form, and consist—

(1) Of the sworn declaration of the claimant, setting forth when and where the depredation was committed, and by what Indians, their tribe or nation being named; describing fully the property stolen or destroyed, and giving the quantity of each article or number, condition or quality thereof, and the just value of each article or piece of property at the time the same was so taken or destroyed. Should the depredation have been committed while the claimant was in the Indian country, he must state whether he was lawfully there, either having a passport or a permit from the proper Indian authorities, or was *en route* through said country to a place of ultimate destination at some point within the limits of any State or Territory not included within the limits of the reservation for any nation or tribe of Indians set apart by treaty provision, or by Executive order; and he in such declaration must further state whether any of the property so stolen or destroyed has subsequently been recovered by or for him, the claimant; and whether the claimant has at any time received part compensation therefor, and if so, how much, when and from what source; and further, that the claimant has in no way endeavored to obtain private satisfaction or revenge.

(2) Of depositions of two or more persons having personal cognizance of the facts or any of them, as embraced in the declaration of the claimant, which depositions must set forth the means of knowledge which deponents have as to the fact of the depredation, when, where, by what Indians, and under what circumstances the depredation was committed, of what the property consisted that was so taken or destroyed by the Indians, describing it as fully as practicable, and stating the value thereof. If the deponents or any of them were at the time of the depredation in the employment of the claimant it must be so stated, and in what capacity. In addition to the foregoing the claimant must show, by his own evidence or that of other persons, that at the time the depredation was

committed the property then stolen or destroyed was being properly guarded and cared for, and that the loss thereof was not occasioned by the negligence or carelessness of himself or employés.

3. The testimony adduced by the claimant must be taken before some officer authorized by law to administer oaths, or it may be taken before the proper Indian agent. (See section 187.) If taken before a justice of the peace, the official character of that person should be certified by some proper officer empowered thereunto. All interlineations or changes that it may be necessary to make in the testimony of any person testifying in behalf of the claimant, either before or at the signing of the same, must be duly attested by the officer before whom the testimony is sworn to and subscribed.

4. When the application, documents, and proofs shall have been received by the Indian agent, said officer shall carefully investigate the case; shall ascertain, by inquiry of reliable persons, from advertised prices, or otherwise, whether the prices fixed by the claimant upon the articles of property mentioned in the claim are just and fair as compared with the market prices ruling at the time in the State or Territory in which the depredation was committed, with due allowance for enhancement of price by reason of transportation; and, where it is possible to procure it, said officer shall, if deemed advisable, take testimony as to the credibility of the claimant, or of any person testifying in his behalf; and also respecting the statements set forth in the application, documents, and proofs submitted by the claimant. Upon the performance of this duty, the Indian agent will, without unnecessary delay, present the case to the proper nation or tribe assembled in council, according to the custom of such nation or tribe, and, after fully explaining it to them, he will then and there demand satisfaction for the claimant. If within a reasonable time the nation or tribe shall not have complied with such demand, the fact of the depredation by some of their people being admitted in such council, or if they deny the charge as made and peremptorily refuse to render any satisfaction, the agent will in such case submit a report of the proceedings had, together with all the papers, to the Commissioner of Indian Affairs. Such report shall state whether the Indians in council recognized, remembered, and admitted the depredation charged; and if so, how far and with what particularity the allegations of the claimant respecting such depredations were borne out by the recollections and acknowledgments of the Indians in reference thereto.

5. The Commissioner of Indian Affairs will cause all claims received by him as above noticed to be duly registered and filed in his office, and shall, as soon thereafter as practicable, cause the same to be carefully examined, and then forwarded, with a report of his views and opinion in each case, to the Secretary of the Interior for the action of the Department.

485. As the Department is required by law to make a recommendation for allowance or disallowance of such claims presented and re-

ported upon, it is essential that they should be carefully investigated by the agents, who should give due notice to the claimant or his duly authorized attorney, of the time and place of such investigation, notifying him of such witnesses as he, the agent, may deem it necessary to examine. All testimony taken should be under oath.

The agents will be held to a strict compliance with the requirements of paragraph 4 of the rules and regulations quoted in the preceding section. Their reports should fully inform the Department of their action thereunder, and of the result reached in submitting the matter to the Indians in council. A brief history of the facts contained in the testimony, with such other data as he may be able to furnish regarding the claim, should be given with a recommendation for allowance or disallowance. [§ 242 *Ins.* 1880; §§ 445, 446 *R. S.*; *Sec'y Int.* May 22, 1882.]

CIVILIZATION.

486. The chief duty of an agent is to induce his Indians to labor in civilized pursuits. To attain this end every possible influence should be brought to bear, and in proportion as it is attained, other things being equal, an agent's administration is successful or unsuccessful. [§ 231 *Ins.* 1880.]

487. No Indian should be idle for want of an opportunity to labor or of instructions as to how to go to work, and, if farm work is not extensive enough to employ all idle hands, some other occupation should be introduced. No work must be given white men which can be done by Indians, and it is expected that no payments will be made to white laborers for cutting hay or wood, splitting rails, or gathering crops. Plowing and fencing should also be done by Indians. (See section 354.) [§ 232 *Ins.* 1880.]

488. An agency farm should be used as a school where Indians shall be taught to labor, not by watching others, but by taking hold themselves. It is believed, however, that the best and most permanent results will be realized where the agency farm is abandoned, and all the time and effort of agency employes are expended in persuading Indians to cultivate small patches or farms of their own, and in directing and aiding such individual effort, even though the manner of farming be rude and the crops much smaller than a model agency farm would have produced. A well-ordered agency farm and "establishment" is far less creditable to an agent than a large number of comparatively unprofitably managed Indian farms, which will awaken in their Indian owners a sense of proprietorship, and will serve as beginnings in the direction of self-support. (See section 354.) [§ 233 *Ins.* 1880.]

489. The practice of purchasing seed every year for the use of the Indians should be discontinued, and each Indian employed in agricultural pursuits should be required to turn over to the agent to store for his use such quantity of grain, &c., as the agent shall consider proper and necessary for his next year's seed. [§ 234 *Ins.* 1880.]

490. Indians should be persuaded, as far as possible, to exchange their ponies for cattle, sheep, swine, and poultry, and agents should forbid, and as far as possible prevent, the sale of ponies to Indians. An Indian should be encouraged to accumulate provisions and property for his own sustenance and use, instead of bartering them with the trader for articles for which he has no special need. [§ 235 *Ins.* 1880.]

491. The attention of agents is called to the provisions of section 2139 U. S. Revised Statutes, in relation to the suppression of the traffic in intoxicating liquors. By the act of February 13, 1862, it was made a crime, punishable by fine and imprisonment, to sell liquors to Indians under the care of a superintendent or agent, whether on or *off* their reservations; and the constitutionality of this law was affirmed by the Supreme Court in 1865. On the revision of the laws in 1873-74 this law was changed so that its penalties could only apply to persons found guilty of selling liquors to Indians on their reservations; but an act approved February 27, 1877 (U. S. Statutes, vol. 19, p. 244), restores the provisions of the law of 1862 by striking out of section 2139 the words "except to an Indian in the Indian country," so that persons who now engage in the liquor traffic with Indians, no matter in what locality or who give it to them, are liable to a penalty of three hundred dollars and two years' imprisonment. The law (act July 4, 1884) also provides that no part of sections 2139 and 2140 R. S. shall be a bar to the prosecution of any officer, soldier, sutler or storekeeper, attaché or employé of the Army of the United States, who shall barter, donate, or furnish, in any manner whatsoever, liquors, wines, beer, or any intoxicating beverage whatsoever to any Indian.

Having, therefore, the power to break up to a great extent this demoralizing traffic, agents are expected to use the utmost vigilance in enforcing the penalties of the law against all persons who engage in it with the Indians under their charge, whether this is done on or *off* the reservation.

When persons are detected in a violation of the law, their cases should be placed in the hands of the district attorney for the district wherein the crime was committed, in order that they may be promptly arrested, tried, and punished; and agents will co-operate with that officer in his efforts to convict the guilty parties, furnishing him with the requisite evidence and all the facts that they may be able to obtain for the purpose indicated. Indians are competent witnesses in these cases. (See section 2140 Rev. Stat.) [§ 236 *Ins.* 1880.]

492. Agents are instructed to notify the Indians under their supervision that they must confine their movements wholly within the limits of their respective reservations, that under no pretext must they leave the same without a special permit in writing from the agent, and no such permit will be granted except it shall be made to appear to the satisfaction of the agent that the issuance of the same will inure to the benefit of the applicant or applicants, and will in no event be likely to prove disadvantageous to the Indian service. [§ 237 *Ins.* 1880.]

493. The practice of bands of Indians making or returning visits to other reservations, for the purpose of receiving or making presents of ponies and other property, is deemed injurious to the Indians, and must not be allowed; but where a few Indians, who have by meritorious conduct and attention to labor earned the extension of certain privileges, desire to make short visits at seasons when it will not interfere with the necessary work at the agencies, agents will allow them to make such visits, in their discretion, as a reward for their good conduct.

It is not the desire nor intention of the Indian Office to deprive the Indians of the privilege of selling their products where they can obtain the highest prices, and of purchasing their supplies where they can obtain the best terms; and where a necessity exists in either case, for the sale of products or the purchase of supplies, the same liberty of action should be allowed them that is enjoyed by the whites under similar circumstances, care being taken that they are not defrauded. [§ 238 *Ins.* 1880.]

494. Whenever it shall be deemed either necessary or judicious to grant to Indians a permit of the character above mentioned, an escort of police should accompany them, if desirable. [§ 239 *Ins.* 1880.]

495. Agents will endeavor by every means in their power to impress upon the minds of their Indians the urgent necessity existing for a strict compliance with these instructions, and warn them that without this protection they are liable to be looked upon and treated as hostile Indians, subject to arrest and punishment. [§ 240 *Ins.* 1880.]

COURT OF INDIAN OFFENSES.

496. The special attention of Indian agents is directed to the following copy of Department letter, viz:

DEPARTMENT OF THE INTERIOR,

Washington, December 2, 1882.

SIR: I desire to call your attention to what I regard as a great hindrance to the civilization of the Indians, viz, the continuance of old heathenish dances, such as the sun-dance, scalp-dance, &c. These dances, or feasts, as they are sometimes called, ought, in my judgment, to be discontinued, and if the Indians now supported by the Government are not willing to discontinue them, the agents should be instructed to compel such discontinuance. These feasts or dances are not social gatherings for the amusement of these people, but, on the contrary, are intended and calculated to stimulate the warlike passions of the young warriors of the tribe. At such feasts the warrior recounts his deeds of daring, boasts of his inhumanity in the destruction of his enemies, and his treatment of the female captives, in language that ought to shock even a savage ear. The audience assents approvingly to his boasts of falsehood, deceit, theft, murder, and rape, and the young listener is informed that this and this only is the road to fame and renown. The result is the demoralization of the young, who are incited to emulate the wicked conduct of their elders, without a thought that in so doing they violate any law, but, on the contrary, with the conviction that in so doing they are securing for themselves an enduring and deserved fame among their people. Active measures should be taken to discourage all feasts and dances of the character I have mentioned.

The marriage relation is also one requiring the immediate attention of the agents.

While the Indians remain in a state of at least semi-independence, there did not seem to be any great necessity for interference, even if such interference was practicable (which it doubtless was not). While dependent on the chase the Indian did not take many wives, and the great mass found themselves too poor to support more than one; but since the Government supports them, this objection no longer exists, and the more numerous the family the greater the number of the rations allowed. I would not advise any interference with plural marriages now existing; but I would by all possible methods discourage future marriages of that character. The marriage relation, if it may be said to exist at all among the Indians, is exceedingly lax in its character, and it will be found impossible, for some time yet, to impress them with our idea of this important relation.

The marriage state, existing only by the consent of both parties, is easily and readily dissolved, the man not recognizing any obligation on his part to care for his offspring; As far as practicable, the Indian, having taken to himself a wife, should be compelled to continue that relation with her, unless dissolved by some recognized tribunal on the reservation or by the courts. Some system of marriage should be adopted, and the Indian compelled to conform to it. The Indian should also be instructed that he is under obligations to care for and support, not only his wife, but his children, and on his failure, without proper cause, to continue as the head of such family, he ought in some manner to be punished, which should be either by confinement in the guard-house or agency prison, or by a reduction of his rations.

Another great hindrance to the civilization of the Indians is the influence of the medicine men, who are always found with the anti-progressive party. The medicine men resort to various artifices and devices to keep the people under their influence, and are especially active in preventing the attendance of the children in the public schools, using their conjurers' arts to prevent the people from abandoning their heathenish rites and customs. While they profess to cure diseases by the administering of a few simple remedies, still they rely mainly on their art of conjuring. Their services are not required even for the administration of the few simple remedies they are competent to recommend, for the Government supplies the several agencies with skillful physicians, who practice among the Indians without charge to them. Steps should be taken to compel these impostors to abandon this deception and discontinue their practice, which are not only without benefit to the Indians but positively injurious to them.

The value of property as an agent of civilization ought not to be overlooked. When an Indian acquires property, with a disposition to retain the same, free from tribal or individual interference, he has made a step forward in the road to civilization. One great obstacle to the acquirement of property by the Indian is the very general custom of destroying or distributing his property on the death of a member of his family. Frequently on the death of an important member of the family all the property accumulated by its head is destroyed or carried off by the "mourners," and his family left in desolation and want. While in their independent state but little inconvenience was felt in such a case, on account of the general community of interest and property, in their present condition not only real inconvenience is felt, but disastrous consequences follow. I am informed by reliable authority that frequently the head of a family, finding himself thus stripped of his property, becomes discouraged, and makes no further attempt to become a property owner. Fear of being considered mean and attachment to the dead frequently prevents the owner from interfering to save his property while it is being destroyed in his presence and contrary to his wishes.

It will be extremely difficult to accomplish much towards the civilization of the Indians while these adverse influences are allowed to exist.

The Government having attempted to support the Indians until such time as they shall become self-supporting, the interest of the Government as well as that of the Indians demands that every possible effort should be made to induce them to become self-supporting at as early a day as possible. I therefore suggest whether it is not practicable to formulate certain rules for the government of the Indians on the res-

ervations that shall restrict and ultimately abolish the practices I have mentioned. I am not ignorant of the difficulties that will be encountered in this effort; yet I believe in all the tribes there will be found many Indians who will aid the Government in its efforts to abolish rites and customs so injurious to the Indians and so contrary to the civilization that they earnestly desire.

Very respectfully,

H. M. TELLER,
Secretary.

HON. HIRAM PRICE,
Commissioner of Indian Affairs.

497. In compliance with the suggestions contained in the foregoing letter, the following rules are promulgated for the guidance and direction of the several United States Indian agents, and each agent will see to it that the requirements thereof are strictly enforced, with the view of having the evil practices mentioned by the honorable Secretary ultimately abolished.

RULES.

1st. There shall be established at each Indian agency, except the agency for the five civilized tribes in the Indian Territory, a tribunal, consisting of three Indians, to be known as "the Court of Indian Offenses," and the three members of said court shall each be styled "Judge of the Court of Indian Offenses."

The first three officers in rank of the police force at each agency shall serve as judges of said court, when practicable, and when in the opinion of the agent said police officers are fit and competent persons to satisfactorily perform the duties thereof. The police officer highest in rank shall be the presiding judge. If, however, any of the said police officers are considered by the agent to be improper persons to be so appointed, or in the event of there being no police officers, then the agent may select from among the members of the tribe persons of intelligence and good moral character and integrity, and recommend the same to the Indian office for appointment as judges in lieu of the officers of the police force aforesaid.

Each judge shall be appointed by the Indian office for a term of one year, subject to removal at any time, at the discretion of the Commissioner of Indian Affairs; provided, however, that no person shall be eligible to appointment as a member of said court who is a polygamist.

2d. The Court of Indian Offenses shall hold at least two regular sessions in each and every month, the time and place for holding said sessions to be agreed upon by the judges, or a majority of them, and approved by the agent; and special sessions of the court may be held when requested by three reputable members of the tribe, and approved by the agent.

3d. The court as above organized shall hear and pass judgment upon all such questions as may be presented to it for consideration by the agent, or by his approval, and shall have original jurisdiction over all "Indian offenses" designated as such in Rules 4, 5, 6, 7, and 8 of these

rules. The judgment of the court may be by two judges; and that the several orders of the court may be carried into full effect, the United States Indian agent is hereby authorized and empowered to compel the attendance of witnesses at any session of the court, and enforce, with the aid of the police, if necessary, all orders that may be passed by the court or a majority thereof; but all orders, decrees, or judgments of the court shall be subject to approval or disapproval of the agent, and an appeal to and final revision by the Indian office; provided that when an appeal is taken to the Indian office, the appellant shall furnish security satisfactory to the court, and approved by the agent, for good and peaceful behavior pending the final decision of the Indian office.

4th. The "sun-dance," the "scalp-dance," the "war-dance," and all other so-called feasts assimilating thereto, shall be considered "Indian offenses," and any Indian found guilty of being a participant in any one or more of these "offenses" shall, for the first offense committed, be punished by withholding from the person or persons so found guilty by the court his or their rations for a period not exceeding ten days; and if found guilty of any subsequent offense under this rule, shall be punished by withholding his or their rations for a period not less than fifteen days, nor more than thirty days, or by incarceration in the agency prison for a period not exceeding thirty days.

5th. Any plural marriage hereafter contracted or entered into by any member of an Indian tribe under the supervision of a United States Indian agent shall be considered an "Indian offense," cognizable by the Court of Indian Offenses; and upon trial and conviction thereof by said court the offender shall pay a fine of not less than twenty dollars, or work at hard labor for a period of twenty days, or both, at the discretion of the court, the proceeds thereof to be devoted to the benefit of the tribe to which the offender may at the time belong; and so long as the Indian shall continue in this unlawful relation he shall forfeit all right to receive rations from the Government. And whenever it shall be proven to the satisfaction of the court that any member of the tribe fails, without proper cause, to support his wife and children, no rations shall be issued to him until such time as satisfactory assurance is given to the court, approved by the agent, that the offender will provide for his family to the best of his ability.

6th. The usual practices of so-called "medicine men" shall be considered "Indian offenses" cognizable by the Court of Indian Offenses, and whenever it shall be proven to the satisfaction of the court that the influence or practice of a so-called "medicine man" operates as a hindrance to the civilization of a tribe, or that said "medicine man" resorts to any artifice or device to keep the Indians under his influence, or shall adopt any means to prevent the attendance of children at the agency schools, or shall use any of the arts of a conjurer to prevent the Indians from abandoning their heathenish rites and customs, he shall be adjudged guilty of an Indian offense, and upon conviction of any one or

more of these specified practices, or any other, in the opinion of the court, of an equally anti-progressive nature, shall be confined in the agency prison for a term not less than ten days, or until such time as he shall produce evidence satisfactory to the court, and approved by the agent, that he will forever abandon all practices styled Indian offenses under this rule.

7th. Any Indian in charge of a United States Indian agent who shall willfully destroy, or with intent to steal or destroy, shall take and carry away any property of any value or description, being the property free from tribal interference, of any other Indian or Indians, shall, without reference to the value thereof, be deemed guilty of an "Indian offense," and, upon trial and conviction thereof by the Court of Indian Offenses, shall be compelled to return the stolen property to the proper owner, or, in case the property shall have been lost or destroyed, the estimated full value thereof, and in any event the party or parties so found guilty shall be confined in the agency prison for a term not exceeding thirty days; and it shall not be considered a sufficient or satisfactory answer to any of the offenses set forth in this rule that the party charged was at the time a "mourner," and thereby justified in taking or destroying the property in accordance with the customs or rites of the tribe.

8th. Any Indian or mixed-blood who shall pay or offer to pay any money or other valuable consideration to the friends or relatives of any Indian girl or woman, for the purpose of living or cohabiting with said girl or woman, shall be deemed guilty of an Indian offense, and upon conviction thereof shall forfeit all right to Government rations for a period at the discretion of the agent, or be imprisoned in the agency prison for a period not exceeding sixty days; and any Indian or mixed-blood who shall receive or offer to receive any consideration for the purpose hereinbefore specified shall be punished in a similar manner as provided for the party paying or offering to pay the said consideration; and if any white man shall be found guilty of any of the offenses herein mentioned he shall be immediately removed from the reservation and not allowed to return thereto.

9th. In addition to the offenses hereinbefore enumerated, the Court of Indian Offenses shall also have jurisdiction (subject to the provisions of Rule 3) of misdemeanors committed by Indians belonging to the reservation, and of civil suits where Indians are parties thereto; and any Indian who shall be found intoxicated, or who shall sell, exchange, give, barter, or dispose of any spirituous, vinous, or fermented liquors to any other Indian, or who shall introduce or attempt to introduce, under any pretense whatever, any spirituous, vinous, or fermented liquors on the reservation, shall be punishable by imprisonment for not less than thirty days nor more than ninety days, or by the withholding of Government rations therefrom, at the discretion of the court and approval of the agent.

The civil jurisdiction of such court shall be the same as that of a justice of the peace in the State or Territory where such court is located,

and the practice in such civil cases shall conform as nearly as practicable to the rules governing the practice of justices of the peace in such State or Territory; and it shall also be the duty of the court to instruct, advise, and inform either or both parties to any suit in regard to the requirements of these rules.

498. The foregoing rules must be read and explained to the Indians at each agency, and copies of the same posted in conspicuous places.

499. The agent should be especially careful that he nominate none for the position of judge under these rules except those whom he believes to be intelligent, honest, and upright, and of undoubted integrity.

EDUCATIONAL.

500. The general policy of the Department in regard to Indian education is defined in the following letter:

DEPARTMENT OF THE INTERIOR,

Washington, April 24, 1884.

Col. S. F. TAPPAN,

Genoa, Nebr.

DEAR SIR: My attention has been called to your request to be allowed to purchase girls' shoes at three dollars per pair. I cannot comply with your request. I find that the ordinary shoe purchased costs seventy-four cents a pair. I have examined the same, and find they are better shoes than the country girls wore thirty years ago, and I have no doubt are worn by thousands of farmers' daughters to-day.

I take this occasion to give you my idea of the proper course to be pursued in the purchase of clothing, food, &c., and the general training of the children in your school. In the first place, allow me to say, while I consider it very desirable that they should receive some instruction in book knowledge, I do not consider that the main object of their attendance at school. That education is the best which enables a person to take care of himself to the best advantage. He who can feed and clothe himself without the assistance of others is at least partially educated, whether he can read or not. If you can teach him to speak the English language, supply himself with suitable food and clothing, make and maintain a home for himself and his family, you will accomplish a great work. Care of the body is the first requirement to the attainment of civilization, and it is useless to give an Indian a scholastic education unless he has also the ability to supply his physical wants. The white boy and girl brought up in a country where all the people are engaged in supplying their wants by labor have no difficulty when thrown out on their own resources to do the same. The boy that has seen his father plow, mow, and gather the fruits of the field will do it without special instruction; not so with an Indian. He must be taught how to hold the plow, how to prepare and keep in order his scythe, when to put in and when to harvest his crop, and a thousand things acquired by farmers' sons by observation must be taught specially to an Indian youth. But above all, the Indian boy must be taught the value of steady, continuous labor. He must be trained to do what he has never seen done and what he has been taught it is not manly to do. I want to impress on your mind that if you must neglect either, it should be his literary studies, and not his manual labor exercises. I much prefer to know that he can plow, sow, and harvest, than to know that he has made great attainments in a literary way. I write this because I fear there is a very general disposition to overlook the great advantage of the instruction intended to enable him to support himself.

I desire also to call your attention to the necessity of strict economy in the

management of your financial affairs. The limit per capita will be doubtless in the vicinity of one hundred and seventy-five dollars. It appears to me that with the advantages of the farm you ought to be able to keep within that sum, and still furnish all that is required for the proper care and improvement of the children. You must remember that the children have not come from luxurious homes, and when they leave school they will return to the reservation to take care of themselves. Great care should be exercised that they do not acquire habits of living that will be so far above their ability to meet, that they will become discouraged and fail to be benefited by their schooling. They will have plenty of good land, and if they have acquired habits of industry and economy, they will be able to take care of themselves in comfort, but not in luxury. I think all the appointments about the school should be plain and inexpensive. They should be accustomed to plain clothes and plain living, having only occasionally enough of the luxuries of life to stimulate them to endeavor to secure for themselves all the advantages of civilization.

I want as little as possible done with machinery, and I shall be pleased to know that you do your farm labor without the use of mowing-machines and reapers if possible. Very few Indians will be able to purchase expensive machinery with which to carry on farming operations, and they should be taught to sow grain by hand, cultivate corn with plow and hoe, and cut grass with scythe and grain with hand cradle, and to care for it after it is cut.

I also suggest that you should teach both boys and girls to milk cows. The girls should be taught to make butter, cheese, and curds, as well as do all the household work, such as cooking, washing, and making and mending clothes.

Very respectfully,

H. M. TELLER,

Secretary.

501. To carry this policy into effect, a sufficient quantity of suitable land should be set apart for cultivation by the male pupils, under the instruction and supervision of the superintendent of school or industrial teacher. Of course there must be a wide discretion left to the agent as to the details and best modes of this labor. [§ 255 *Ins.* 1880.]

502. In case of agency boarding-schools, the product of such labor should largely contribute to the subsistence of the school, the prime object being to rear these Indian youths in the knowledge and practice of a self-supporting industry. Such a result, however, can only be obtained by a skilled employé, possessed of more than ordinary intelligence in his profession; one who is industrious, methodical, and imbued with the desire to elevate the Indian and co-operate with the Government in this feature of Indian civilization; and it is the duty of the agent to see that the position of superintendent or industrial teacher is filled by one properly qualified therefor. To encourage Indian youth in industrious habits, such portions of the products of their labor as may not be required for the support of the school, or stock used in the work, may be sold for the benefit of the youth producing it. In boarding-schools, in addition to the above work for boys, the matron must have the girls instructed in household industries, and furnish satisfactory evidence of the success of her instructions. [§ 256 *Ins.* 1880.]

503. All instruction must be in English, except in so far as the native language of the pupils shall be a necessary medium for conveying the knowledge of English, and the conversation of and communica-

tions between the pupils and with the teacher must be, as far as practicable, in English. [§ 257 *Ins.* 1880.]

504. Special attention should be given to the primary branches of education, *i. e.*, reading and writing, arithmetic as far as decimal fractions, geography, and history, particularly of the United States. [§ 257 *Ins.* 1880.]

505. Singing is an attractive adjunct of education, and should be cultivated in all the schools. [§ 257 *Ins.* 1880.]

506. The agent is responsible to the Indian Office for efficiency in the work of education. Inefficient and unsuitable teachers and other school employés must not be retained, nor shall experienced and efficient school employés be discharged without cause. [§ 257 *Ins.* 1880.]

507. The agent should make frequent visitations to the schools, examine and carefully note their condition, and make full, exact, and practical reports thereon to the Indian Office, either in the forms provided or as special reports, stating the status and progress of the pupils in all the points referred to, and his views of the management.

508. As soon after the organization of the school as possible a descriptive roll should be made of all the children in attendance, giving name, age, sex, name of parents and tribe to which they belong, the date of entry to school, previous attendance at school, if any, and length of such attendance. Such descriptive roll should be made quarterly, in duplicate, one copy to be forwarded to the Indian Office and the other retained in the agency or school files.

509. At the end of each month the superintendent or principal teacher must submit, on a blank provided for the purpose (form on page 191), a report showing in detail the operations of the school during the month.

510. In the preparation of the statistics of population, health, education, and social condition called for in the blanks, special care must be taken to secure the greatest fullness and accuracy possible.

The blanks allow of the classification of the returns by tribes, the name of each tribe within the agency jurisdiction being written in one of the spaces provided, and the figures pertaining to the same placed opposite, under their appropriate headings.

The foot-notes and parenthetical directions in the blank are believed to be sufficient for the further guidance of teachers in making up their reports. One copy of the report must be forwarded direct to the Indian Office, and one retained at the agency or school.

511. The agent must see that the monthly reports of the schools are correct, are carefully and properly filled out, and afford reliable evidence of the condition of the school and the status of the pupils, and that they are promptly transmitted to the Indian Office at the close of each month, whether the school is in operation or temporarily suspended; and every consistent means and effort must be employed to increase the attendance and insure their efficiency. [§§ 36, 257 *Ins.* 1880.]

512. At the end of each month each agent having a school under his

control, and each superintendent of a school not under control of an agent, must forward a statement to the Indian Office in the form printed on page 241, showing all issues and expenditures in the school during the month, giving the name of the article, quantity, price, cost, how purchased, &c. [*Cir. 103 Ind. O.*]

513. At all agencies where boarding-schools are established, the following will constitute the ration for twenty pupils for one week :

To 140 rations :

Flour.....	150 pounds, or	Beans, rice, or hominy.....	10 pounds.
Flour.....	100 pounds and	Dried fruit, peaches, apples,	
Corn meal.....	50 pounds.	&c.....	10 pounds.
Beef.....	140 pounds, or	Sirup or molasses.....	1 gallon.
Beef.....	120 pounds and	Vinegar.....	1 quart.
Pork or bacon.....	20 pounds.	Salt.....	5 pounds.
Coffee.....	5 pounds.	Soap.....	5 pounds.
Tea.....	$\frac{1}{2}$ pound.	Baking powder.....	$\frac{3}{4}$ pound.
Sugar.....	12 pounds.		

NOTE.—Butter, eggs, milk, garden vegetables, &c., raised or produced on the farms attached to the schools, may be used in addition to the above.

For any number of pupils above twenty or less, and for any number of days more or less than a week, a proportionate quantity of each article, according to this table, will be used.

[§ 119 *Ins.* 1880.]

514. The person in charge of the school will make requisition upon the agent for the quantities of the articles required for each week, upon a regular form (page 179) showing the number of scholars and the number of days. The agent, upon this requisition, will direct the issue-clerk to make the issue. The clerk will make the proper entry in the issue-book, and, upon delivery of the articles to the person in charge of the school, his receipt for the same will be taken upon the requisition. [§ 119 *Ins.* 1880.]

515. The articles issued to schools in accordance with the two preceding sections must be dropped on Abstract F, to property return and the receipted requisitions filed as vouchers. [§ 119 *Ins.* 1880.]

516. An abstract of the articles issued on school requisitions must be made and forwarded as a sub-abstract to Abstract F.

517. In the organization and conduct of Indian schools, agents will be guided by the following rules :

RULES FOR THE CONDUCT OF INDIAN BOARDING SCHOOLS.

1. Agents are expected to keep the schools filled with Indian pupils, first by persuasion ; if this fails, then by withholding rations or annuities or by such other means as may reach the desired end. When practicable, an equal number each of boys and girls should be placed in the schools.

2. Care must be taken in selecting persons of proper qualifications for positions in the schools. Simply to make places for persons without

any reference to their qualifications and adaptation for the work, will not be permitted.

3. It is desirable to have a uniform line of text-books for all schools; to that end the number and grade of books required will be submitted in regular estimates to the Commissioner of Indian Affairs for the action of the Department, where it will be decided as to the kind to be used, and thereafter the estimates will conform to the books so adopted.

4. The buildings must be furnished with a plain and inexpensive class of substantial furniture, both for school-room and dormitory purposes, for employés and for pupils.

5. A regular system of work must be a part of the exercises at all schools, at least half of the time being devoted to industrial training. The industrial pursuits best adapted to locality of the agency must be taken into consideration and the pupils instructed accordingly.

6. A farm and garden must be connected with each school, and especial attention must be given to teaching all the branches of that class of industry, including the care of horses, cattle, swine, and poultry, milking, butter-making, and all dairy work.

7. The blacksmith, wheelwright, carpenter, and shoemaker trades, being of the most general application, should be taught to a few pupils at every school.

8. The girls must be systematically trained in all branches of house-keeping, including the care of milk, butter-making, cheese and curd making. They must be taught to cut, make, and mend garments for both men and women. They must also be taught how to nurse and care for the sick. They must be regularly detailed to assist the cook in the preparation of the food.

9. Good and healthful provisions must be supplied, and they must be well cooked and properly placed on the table. A regular bill of fare for each day of the week must be prepared and followed. Meals must be served regularly and neatly. Pupils must be required to attend promptly after proper attention to toilet, and some employé must be in the dining room during meals to supervise the table manners of the pupils and to see that all leave the table at the same time and in good order. If the employés have a separate table and differently cooked food from that served the pupils, the superintendent must establish a common mess for the employés, their meals to be prepared by the cook who will receive from them a fair allowance for the extra duty thus imposed upon her; this allowance to be divided among the employés *pro rata*. The matron, under the direction of the superintendent, will have immediate charge of the employés' mess.

10. As far as practicable, a uniform style of clothing for all schools will be adopted. Two jean suits for the boys and three gingham dresses for the girls, if kept mended, ought to suffice for week-day wear for one year. One better suit for Sunday wear should also be furnished.

11. Where practicable, a regular transfer of scholars should be made

once a year from the agency schools to those known as industrial training schools, or to schools in the States—the pupils transferred to be in good health, and recommended for transfer by the officers of the schools and agents, as a reward for meritorious conduct.

12. A record should be kept of the history of each pupil, giving name and age, names of parents, and of tribe to which the family belongs. If an English name is given to the child, the Indian name should also be retained. The advancement of the pupil should be noted as often as once a quarter. A copy of the year's record should, at the close of each school year, be forwarded for file in the Indian Office.

DUTIES OF OFFICERS.

13. The superintendent is responsible for the conduct of the school, and shall have the oversight of every department thereof, and, in addition, shall be principal teacher; if the school has no industrial teacher, he shall also perform the duties belonging to that office.

14. The matron shall have charge of the dormitories, and see that the beds are properly cared for, and that the toilet of the girls is properly made in the morning, and that the clothing of the girls and boys is kept in proper condition, and shall have general oversight of the kitchen and dining-room and all the domestic affairs of the school; and, with the superintendent, shall see to it that the principal part of the work in the kitchen, bakery, laundry, dining-room, and sewing-room is performed by the *girls of the school*, who shall be regularly detailed for that purpose.

15. The cook, *with the assistance of the pupils*, who must be regularly detailed for that purpose, must prepare all food required for the school, including such as may be needed by the sick, attend to the setting of the tables, washing of dishes, and cleaning of the lamps each day, and must see that everything in the kitchen and dining-room is kept in proper order, and that the kitchen and dining-room are locked at night, and must be responsible for all articles in her department.

16. The seamstress, *with the assistance of the girls*, must perform all kinds of sewing required, including mending; and must teach the girls to make and mend both their own clothing and that of the boys.

17. The laundress, *with the assistance of the girls*, must do all the washing and ironing required, including the clothing of the boys.

18. The industrial teacher shall attend to all the outside manual labor connected with the school, cultivating thoroughly the school farm and garden, caring for the stock belonging to the school, keeping supply of fuel on hand, making repairs on buildings, and seeing that the school property and grounds are kept in good order. All such work must be done, with his assistance and supervision, by the boys of the school regularly detailed for that purpose.

19. The principal teacher shall have full charge of the school, arranging the classes and defining the hours of recitation according to his best judgment.

20. The assistant teacher, in addition to her duties as teacher, shall keep the school register and act as secretary of the school.

21. If an assistant male teacher is employed, in addition to his duties in the school-room, he shall have charge of the ringing of the bells and keeping the time for the school. He shall see that the boys retire properly, that their toilet is properly made in the morning, and that they are prompt at meals, and he shall keep a correct record of absentees. If there is no assistant male teacher, these duties will devolve upon the industrial teacher, or upon the superintendent if there is no industrial teacher.

GENERAL.

22. There shall be a session of school each evening for reading, study, singing, and other exercises, at the close of which the pupils shall retire in an orderly manner to their dormitories. The employments for Saturday shall be arranged by the superintendent to the best advantage of the school. There shall be a Sabbath school or some other suitable service every Sunday which pupils shall be required to attend.

23. All employés should reside in the school building. The superintendent and matron *must* do so. Employés occupying rooms in the school building are expected to keep them in order at all times.

24. Without permission from the superintendent, no person except an employé of the school shall be allowed in the school building later than 9.30 p. m.

25. Employés are not allowed to have Indian children in their rooms except by permission of the superintendent.

26. All employés must rise at the ringing of the first bell and prepare promptly for their respective duties. Social dancing, card playing, and profanity are strictly forbidden in the school building.

27. At 9 p. m. the retiring bell will ring for quiet in every room.

MEDICAL.

518. The agency physician is required to make a monthly report to the Indian Office, upon blank forms furnished for the purpose, of all matters pertaining to his position, a duplicate copy of which report will also be handed by him to the agent for his information, and for file with the agency records. The foot-notes and parenthetical directions in the blank are believed to be sufficient for the further guidance of the physician in making up his reports. [§ 258 *Ins.* 1880.]

519. He is expected to make explanations and communicate any matters of interest, such as relate to prevailing diseases, sanitary condition of the Indians, healthfulness of the location, peculiarities of the service, &c., and suggest any reforms or changes tending to improvement in this branch of the service. He should also report, from time to time, *and especially at the close of the months of MARCH, JUNE, SEPTEMBER, and DECEMBER*, the progress made by the Indians in abandoning their

own native "medicine men" and their increase of confidence in the practice of the agency physician, giving the relative proportion of these two classes. In these reports he should further state the proportional numbers of Indians who seek his services of their own accord, and of those whom he seeks for treatment; what proportion he visits at their habitations, and what proportion comes to his office or dispensary; and what hospital accommodations there are, or ought to be, and to what extent the Indians would probably avail themselves of the benefits of a hospital. [§ 259 *Ins.* 1880.]

520. He is to employ all means in his power to ascertain as accurately as possible the whole number of births and deaths occurring within his agency during the month. This is very important. He will also ascertain as accurately as possible the cause of death of persons who may die on the reservation, but who may not have been treated by him, and report the same under the head for that purpose and note the same in remarks. The information as to births and deaths may, to a great extent, be obtained of the agency employés and police force jointly, or, where no police force exists, the employés of the agency.

521. The extent to which venereal diseases prevail on several Indian reservations has been frequently brought to the attention of the Indian Office, and the increase or diminution of these loathsome and infectious diseases must be a matter of great importance to the sanitary condition of an Indian tribe. Agency physicians are directed to specially interest themselves in endeavoring to abate the prevalence of this class of diseases, and will report monthly whether the syphilitic cases reported are primary, secondary, or tertiary, and whether the disease is on the increase or decline. [§ 260 *Ins.* 1880.]

522. The physician is to exercise his best judgment in entering the names of individual patients. Frivolous cases conspire to encumber the record and do not conduce to intelligent, concise, and substantial information as to the hygienic or sanitary condition of the Indians or agency. When a patient's name has been recorded, disease, &c., noted, the case should be retained until the patient shall have recovered of the disease from which he or she was suffering when entered, or until death results.

If the physician loses sight of an individual patient, after the expiration of a reasonable time, he may report the same as restored, and note the fact in remarks. Should a patient die of an entirely distinct disease from that first noted, the death will be entered in the proper column opposite the name of the disease which was the cause of death, but no new case will be entered to correspond.

523. The physician should exercise the greatest care in reporting patients as taken sick and recovered, as it is a great error to report chronic and constitutional cases as recovered when such is not actually the case, but are to be carried on the report as remaining until recovered or died, and then so reported.

524. When patients suffering from chronic or constitutional diseases, which in their nature are sooner or later fatal, are reported as taken sick and recovered during the same month, it places the physician at a professional disadvantage, and falsifies the actual sanitary condition of his agency. [*Cir. 76 Ind. O.*]

LAND.

525. The right of the Indians to the reservations ordinarily occupied by them is that of occupancy alone. The fee is in the United States subject only to this right of occupancy. The Indians have no power of alienation except to the United States. But while the fee to the reservation is in the United States, the right of the Indians to their use and occupancy is as sacred as that of the Government to the fee. They have the right to apply to their own use and benefit the entire products of the reservation, whether the result of their own labor or of natural growth, so they do not commit waste. If the lands in a state of nature are not in a condition for profitable use, they may be made so; if desired for the purpose of agriculture, they may be cleared of their timber to such an extent as may be reasonable under the circumstances, and the surplus timber taken off by the Indians in such clearing, and not required for use on the premises, may be sold by them. The Indians may also cut dead and fallen timber and sell the surplus not needed for their own use; they may cut growing timber for fuel and for use upon the reservation; they may open mines and quarry stone for the purpose of obtaining fuel and building material; they may cut hay for the use of the live stock, and may sell any surplus not needed for that purpose. They may not, however, cut growing timber, open mines, quarry stone, &c., to obtain lumber, coal, building material, &c., solely for the purpose of sale or speculation. In short, what a tenant for life may do upon the lands of a remainderman the Indians may do upon their reservations, but no more. [§ 262 *Ins.* 1880; *U. S. vs. Cook*, 19 *Wallace*, 591; *Acts of March 22, 1882; March 31, 1882; Sec'y Int. May 19, 1882, 9636, 1882, Ind. O.*]

526. Agents must be the judges of the necessity of clearing land for the purpose of improvements; they must also see that a just and fair compensation is received for all surplus timber sold by the Indians under the provisions of the foregoing section. [§ 262 *Ins.* 1880.]

527. Money derived from the sale of timber, hay, &c., must be taken up and accounted for as directed under the head of Miscellaneous Receipts. [§ 262 *Ins.* 1880.]

528. The military, when stationed at a post within an Indian reservation, have the right to cut and use timber and hay to an amount sufficient for their necessities, without liability to make payment therefor to the Indians, or to any person in their behalf. No person except Indians, officers of the Indian service, and the military are authorized

to cut timber or hay upon Indian reservations, and the rights of said excepted classes are carefully limited and restricted as stated above. [§§ 263, 264 *Ins.* 1880.]

529. No authority will be granted, nor white persons permitted, under any circumstances, to graze cattle or other stock upon Indian reservations without having first obtained the consent of the Indians and the approval of the agent thereto, and in such cases only upon such terms and conditions, and subject to the payment of such rate of compensation for the privilege, as may be prescribed by the agent, with the approval of this Department. [§ 269 *Ins.* 1880; § 2117 *R. S.*]

530. Where provision is made by treaty for the establishment of cattle-trails across Indian reservations, and such trails have been established with the consent of the Indians and the approval of the Department, cattle men will be permitted to cross such reservation, care being taken by the agent that the established route is not deviated from, and that unnecessary time is not consumed upon the reservation. [§ 270 *Ins.* 1880.]

531. Subject to the preceding section, no white person or persons will be permitted to drive stock across Indian reservations or Indian country without first having obtained the consent of the Indians and the approval of the Indian Office. Persons violating this section, and section 529, are liable to a penalty of one dollar for each animal driven upon the reservation. [§ 271 *Ins.* 1880; § 2117 *R. S.*]

532. Indians have no right to grant, lease, or otherwise convey the lands occupied by them for any purpose whatever unless such conveyance be made in accordance with treaty or with law. [§ 2116 *R. S.*]

533. Settlement on any lands secured to the Indians by treaty, surveying or attempting to survey, or in any manner to designate the boundaries of such lands, is expressly forbidden by law under a penalty of one thousand dollars. [§ 272 *Ins.* 1880; § 2118 *R. S.*]

534. Foreigners are forbidden to go into the Indian country without a passport from the Department of the Interior, agent, or commanding officer of the nearest military post, or to remain therein after the expiration of such passport, under a penalty of one thousand dollars. Such passport must show the object of the visit, the time allowed to remain, and route of travel. [§ 2134 *R. S.*]

535. Hunting on Indian lands by others than Indians, except for subsistence in the Indian country, is prohibited. Any violation of this section will render the offender liable to a forfeiture of all his guns, traps, ammunition, &c., and to a further penalty of five hundred dollars. [§ 2137 *R. S.*]

536. Removal of any cattle, horses, or stock from the Indian country for the purposes of trade or commerce, except by authority of an order of the Secretary of War, connected with the movement of troops, is punishable by fine or imprisonment, or both. (See section 368.) [§ 2138 *R. S.*]

537. Indian agents have authority to remove from the Indian country all persons found therein contrary to law, and the military may be used for the purpose under direction of the President. Any person who, having been removed, returns thereafter to the Indian country is liable to a penalty of one thousand dollars. [§ 2147-48 R. S.]

538. The Commissioner of Indian Affairs is authorized and required, with the approval of the Secretary of the Interior, to remove from any tribal reservation any person thereon unlawfully, or whose presence on the reservation may, in the judgment of the Commissioner, be detrimental to the peace and welfare of the Indians, and may employ such force as may be necessary for the purpose. [§ 2149 R. S.]

539. Such Indians as may now be located on public lands, or as may, under the direction of the Secretary of the Interior, or otherwise, hereafter so locate, may avail themselves of the provisions of the homestead laws as fully and to the same extent as may now be done by citizens of the United States; and to aid such Indians in making selections of homesteads, and the necessary proofs at the proper land offices, one thousand dollars, or so much thereof as may be necessary, is hereby appropriated; but no fees or commissions shall be charged on account of said entries or proofs. All patents therefor shall be of the legal effect, and declare that the United States does and will hold the land thus entered for the period of twenty-five years, in trust, for the sole use and benefit of the Indian by whom such entry shall have been made, or, in case of his decease, of his widow and heirs according to the laws of the State or Territory where such land is located, and at the expiration of said period the United States will convey the same by patent to said Indian, or his widow and heirs as aforesaid, in fee, discharged of said trust and free of all charge or incumbrance whatsoever. [*Act of July 4, 1884, § 1.*]

540. Agents are instructed to take such measures, not inconsistent with law, as may be necessary to protect those Indians who have adopted the habits of civilized life, and received their lands in severalty by allotment, in the quiet enjoyment of the lands allotted to them. [§ 2119 R. S.]

541. If any person of Indian blood belonging to a band or tribe which receives or is entitled to receive annuities, and who has not adopted the habits of civilized life and received lands in severalty by allotment, commits a trespass upon the lands of any Indian who has so received his lands by allotment, the agent of such band or tribe shall ascertain the damages resulting from such trespass, and the sum so ascertained shall be withheld from the payment next thereafter to be made either to the band or tribe to which the party committing the trespass belongs, as in the discretion of the agent he shall deem proper; and the sum so withheld shall, if the Secretary of the Interior approve, be paid over to the party injured. [§ 2120 R. S.]

542. Whenever such trespasser as is mentioned in the preceding section is the chief or headman of a band or tribe, the agent shall also sus-

pend the trespasser from his office for three months, and shall during that time deprive him of all the benefits and emoluments connected therewith. The chief or headman may, however, be sooner restored to his former position if the agent so directs. [§ 2121 R. S.]

543. Agents must report any violation of any of the preceding sections under this heading, immediately upon its occurrence, giving names of offenders, witnesses, &c., to the Indian Office, in order that proper proceedings may be taken in the premises.

LICENSED TRADERS.

544. The Commissioner of Indian Affairs has the sole power and authority to appoint traders to the Indian tribes, and to make such rules and regulations as he may deem just and proper, specifying the kind and quantity of goods and the prices at which such goods shall be sold to the Indians. [*Act Aug. 15, 1876, § 5, 19 Stat., 200.*]

545. No person employed in Indian affairs shall have any interest or concern in any trade with Indians except for and on account of the United States; and any person offending herein shall be liable to a penalty of five thousand dollars, and shall be removed from his office. [§ 2078 R. S.]

546. Any person other than an Indian of the full blood who shall attempt to reside in the Indian country, or on any Indian reservation, as a trader, or to introduce goods, or to trade therein, without such license, shall forfeit all merchandise offered for sale to the Indians or found in his possession, and shall moreover be liable to a penalty of five hundred dollars: *Provided*, That this section shall not apply to any person residing among or trading with the Choctaws, Cherokees, Chickasaws, Creeks, or Seminoles, commonly called the five civilized tribes, residing in said Indian country, and belonging to the Union Agency therein: *And provided further*, That no white person shall be employed as a clerk by any Indian trader, except such as trade with said five civilized tribes, unless first licensed so to do by the Commissioner of Indian Affairs, under and in conformity to regulations to be established by the Secretary of the Interior. [*Act July 31, 1882; 22 Stat., 179.*]

547. Every person, other than an Indian, who, within the Indian country, purchases or receives of any Indian, in the way of barter, trade, or pledge, a gun, trap, or other article commonly used in hunting, any instrument of husbandry, or cooking utensils of the kind commonly obtained by the Indians in their intercourse with the white people, or any article of clothing, except skins or furs, shall be liable to a penalty of fifty dollars. [§ 2135 R. S.]

548. Licenses to trade with the Indians will only be granted to citizens of the United States of unexceptionable character, and who are fit persons to be in the Indian country. [§ 2128 R. S.]

549. A bond in the penal sum of ten thousand dollars is required to

be furnished by the person or persons licensed that they will faithfully observe all the laws and regulations made for the government of trade and intercourse with the Indian tribes, and in no respect violate the same. [§ 250 *Ins.* 1880; § 2128 *R. S.*]

550. The bond must be made out in accordance with the following instructions :

First. The bond must be dated.

Second. There must be at least two sureties.

Third. The full name of the principal and of each of his sureties must be written out in full in the body of the bond and so signed to the bond.

Fourth. There must be a seal of wax or wafer or other adhesive substance attached to each signature. The printed word "seal" or a scroll is not sufficient.

Fifth. The signature of the principal and of each of the sureties must be made in the presence of two persons, who must sign their names as witnesses; and it must appear for whom each witness signs.

Sixth. The sufficiency of sureties must be certified by a United States district judge, attorney, or commissioner.

Seventh. Sureties must not be bonded officers of the United States.

Care should be taken that no erasures or mutilations of any kind be made, and, if made, all such will be stated and certified before signing.

551. Application for license must be made in writing, setting forth the full name and residence of applicant; if a firm, the style thereof and full name of each member; the place it is proposed to carry on the trade; the capital to be employed; the names of the agents, clerks or other persons to be employed, &c.

552. This application must be forwarded to the Commissioner of Indian Affairs, through the agent in charge of the Indians with whom it is desired to trade. In forwarding the application the agent should make such recommendations as he deems proper in regard to the matter.

553. Satisfactory testimonials of unexceptionable character and fitness to be in the Indian country must accompany the application.

554. All applications for license or renewal of license must be accompanied by agent's affidavit that he has no interest, directly or indirectly, present or prospective, in the proposed business or the profits arising therefrom, nor any person for him, and that no arrangement for any benefit to himself or other person or persons on his behalf is in contemplation in case the license shall be granted.

555. No license will be granted for a longer period than one year; but at the end of that time, if the Commissioner of Indian Affairs be satisfied that the trade has been conducted properly, and that the laws and regulations of the Department and the terms of the license were duly observed, a new license may be granted without the formality of requiring the testimonials referred to in section 553.

556. A new bond must be given with each renewal of license, as required in section 549.

557. The application for the renewal of a license must be made at least thirty days prior to the expiration of the existing license.

558. If, after the license shall have been granted, it be desired to employ other persons than those named therein, either to fill vacancies or otherwise, their names, the capacity in which it is proposed to employ them, and, if the persons are not known, satisfactory testimonials as to character, as required in section 553, must first be furnished, and permission in writing obtained therefor.

559. The principals of all trading establishments will be held responsible for the conduct and acts of the persons in their employ in the Indian country; and an infraction of any of the terms or conditions of a license, or any of the laws or regulations, by such persons, will be considered good and sufficient cause for revoking the license, in the same manner as if committed by the principals themselves.

560. Licenses will be revoked by the Commissioner of Indian Affairs whenever, in his opinion, the person or persons licensed, or any of those in his or their employ, "shall have transgressed any of the laws or regulations made for the government of trade and intercourse with the Indian tribes, or that it would be improper to permit them to remain in the Indian country." Any infraction of the laws or regulations, or of any of the terms and conditions of a license, with all the circumstances connected therewith, and all improper conduct on the part of traders, or any person in their employ in the Indian country, must be reported without delay by the agent of the district within which the same shall have occurred.

561. License to trade does not confer the right to traffic in or to have in possession any description of wines, beer, cider, intoxicating liquor, or compound composed in part of alcohol or whisky; any uniform-clothing, other than that of the United States, nor any medals, flags, arm-bands, or other ornaments of dress bearing the figures, emblems, or devices of any foreign power; nor will they authorize any trade with a tribe or tribes with which intercourse may have been prohibited by the President of the United States, or who are engaged in hostilities.

562. All licensed traders, before any goods shall be offered for sale, shall exhibit to the agent the original invoices of all goods intended for sale, and also the bills of lading therefor, together with the price at which each article is to be sold; and it is the duty of each agent to see that the prices are in all cases fair and reasonable.

563. All invoices of purchase for the replenishment of the trader's stock, as well as the bills of lading for the same, must be submitted to the agent in the same manner and for the same purpose as is provided for the original purchase of stock in the preceding section.

564. Licensed traders must see to it that no intoxicating liquor is, under any pretense, allowed on or about their premises, and a violation of this rule, or a failure to use their utmost efforts to suppress the traffic, or to notify the Indian Office in regard to it, will subject them to have

their licenses revoked and themselves removed from the reservations. In short, a failure to heartily co-operate with the Indian Office in preventing any one from furnishing liquor in any shape or under any pretext to the Indians will certainly result in the removal of the agent and the revocation of the license of the trader. (See section 491.) [*Cir. 67 Ind. O.*]

565. Agents must see that the employés of traders are fit persons to be in the Indian country, and that the rules respecting permits for such employés have been complied with; and if any of them are found to have objectionable habits, the fact must be immediately reported to the Indian Office, when steps will be taken to have them removed. [§ 244 *Ins.* 1880.]

566. No trade is permitted with any other tribe or tribes at any other place or places than are specified in the license. [§ 245 *Ins.* 1880.]

567. In making purchases from Indians, money only must be used. The use of tokens, tickets, store-orders, or credit of any kind will not be permitted. The Indians must be paid in cash for what they have to sell. Payment, however, may be made in goods for labor or for articles purchased, provided payment is made at the time of the performance of labor or delivery of articles purchased, and that payment in goods was agreed upon at the time of contracting for the labor or purchase of the goods. [§ 246 *Ins.* 1880; *Cir. 68 Ind. O.*]

568. When purchasing hides from an Indian, at the corral or elsewhere, by himself or through his clerk or interpreter, the trader will be permitted to issue to the Indian a card showing the number of hides to be paid for, and if the hides are owned by more than one Indian the trader may issue cards to each, showing what fractional parts belongs to him; such tickets to be redeemed when presented at the trader's store. [*Cir. 68 Ind. O.*]

569. Indians must be permitted to sell their crops or other articles produced by them at the nearest market town, proper precautions being taken to guard them against fraud or obtaining intoxicating liquors. [§ 246 *Ins.* 1880; *Cir. 68 Ind. O.*]

570. Licensed traders are not permitted to keep their places of business open on Sunday. Any violation of this rule will be considered sufficient cause for the revocation of a trader's license. [§ 248 *Ins.* 1880.]

571. If credit is given the Indians by the trader, he must take the risk of his action, as is done by all business men, and no assistance in the collection of alleged claims will be given him by the agent. [§ 96 *Ins.* 1880.]

572. Traders will not be allowed, under any circumstances, to sell to the Indians breech-loading arms, pistols of any description, fixed ammunition, or metallic cartridges. (See section 373.) [§§ 467 and 2136 *R. S.*; *Joint Res. August 5, 1876, 19 Stat.*, 216; *Cir. 100 Ind. O.*]

573. The fact of having a license to trade with Indians does not confer upon the trader the right to herd or raise cattle upon the reservation,

or to be directly or indirectly interested in such business or the profits arising therefrom. [*Cir. 80 Ind. O.*]

574. Traders are forbidden to buy, trade for, or have in their possession any annuity or other goods of any description that have been purchased for or furnished by the Government for the use or welfare of the Indians. (See section 364.) [*Cir. 81 Ind. O.*]

575. It should be the duty of a licensed trader, as well as of an agent or agency employé, to guard and protect the rights of the Indians with whom they are licensed to trade. Violation of this and preceding section by any licensed trader will be considered sufficient cause for the revocation of his license. [*Cir. 77 Ind. O.*]

576. Agents are enjoined to observe with care the laws, and the rules and regulations thereunder, governing the business of licensed traders, and to see that they are strictly complied with. If persons are discovered carrying on trade with the Indians without a license, and in violation of law, or if persons who have been licensed and neglecting to renew their licenses continue their trade after the expiration of the same, agents will close the stores of such traders, and immediately report the facts in the case to the Indian Office, in order that legal steps may be taken to enforce the penalties of the law. Violation of the foregoing regulations in other respects must also be at once reported to the Indian Office by the agent in charge of the reservation where the violations occur. [§§ 243, 247 *Ins.* 1880; *Cir.* 111 *Ind. O.*]

INDIAN POLICE.

577. The Indian police force on the several reservations is steadily becoming one of the most important branches of the service, and agents are enjoined to use all means in their power to promote the efficiency of the corps, and endeavor to foster in the members of the force a feeling of pride in the positions they hold on the reservation, and an *esprit de corps* among themselves.

578. The following are the rules and regulations established by this office for the government of the United States Indian police service:

I. The reservation will be divided by the agent into a suitable number of districts, and a map prepared by him showing distinctly the limits of each district, the location of all camps, settlements, or ranches on the reservation, the distances between the camps and prominent points and military posts, the courses of streams and rivers, and the location of roads and trails and their intersections. This map will be kept at the agency.

II. The number of the police force at each agency will be established by the Commissioner of Indian Affairs.

DUTIES OF THE AGENT IN CONNECTION WITH THE POLICE FORCE.

III. The agent will in all cases be the commander of the force. He shall exercise control over the police force and supervise its organization. He shall make recommendations to the Commissioner of Indian Affairs for all the appointments and discharges from the force, and may suspend from duty any member of the force for cause,

making an immediate report to the Commissioner of Indian Affairs of his action; and he will be held responsible for the general standing, efficiency, and good conduct of the police force at his agency.

The agent may appoint as chief of police, either for an emergency or for the fiscal year, any competent and reliable employé of the agency, who shall serve without additional compensation. Such chief of police shall be the representative of the agent and responsible to him. A chief of police shall perform such duties as may be required of him by the agent.

IV. The agent should visit from time to time the various Indian settlements, and inform himself as to the efficiency of the members of the force in the discharge of their duties. He should especially instruct the officers of the force to see that cleanliness is observed among the camps.

He should regularly inspect the force, and so instruct the officers in their duties that they may be competent to instruct the privates.

He should see that a complete record is kept in permanent form of all property missing, lost, or stolen; also of crimes committed, arrests made, names of criminals and witnesses, charges brought, punishment, and all other matters properly belonging to the police service.

He should keep a register of the name, age, height, chest measurement (with and without the lungs being inflated), weight, name of tribe and band, number of lodge, number in family, and birthplace of each member of the police force; whether married or single, and the number of his children.

He shall make a report to the Commissioner of Indian Affairs at the expiration of each quarter, giving the names of all parties arrested, the offenses with which they are charged, and the disposition of each case; also the number of births and deaths among the Indians, giving name, sex, age, nation, and tribe.

ORGANIZATION OF THE FORCE.

V. Every police force of five men or less shall include a captain.

VI. Every police force of more than five and not more than ten shall include a captain and sergeant.

VII. Every police force of more than ten and not more than fifteen, shall include a captain, lieutenant, and sergeant, and for each additional five men there shall be an additional sergeant.

THE CAPTAIN.

VIII. It shall be the duty of the captain to see that his subordinates clearly understand the rules and regulations prescribed for the conduct of the police force and are fully informed as to their duties and powers.

He will see that the rules and regulations of the police, the laws of the United States, and the orders of the agent are faithfully carried out, and report all violations thereof to the agent.

He will note the general bearing and appearance of the officers and men; he will from time to time inspect the dress, arms, and accouterments of the privates, and will report to the agent those whose appearance is untidy and whose dress does not otherwise conform to prescribed rules.

He will also examine into all complaints of laxity in the performance of duty made against members of the police force, and will report the same to the agent.

Except when on duty in the field, all orders issued by the captain must first be submitted to the agent for approval.

LIEUTENANTS.

IX. Lieutenants will be expected to assist their superior officers by enforcing orders, by keeping subordinates informed of the rules and regulations, and by setting an example to them of prompt obedience, zeal, discretion, and neatness of appearance.

SERGEANTS.

X. Sergeants will be governed by Rule IX, as prescribed for the conduct of lieutenant tenants.

DETAILS OF THE FORCE FOR SPECIAL DUTY.

XI. A squad of ten or more men detailed for special duty shall include a commissioned officer and one sergeant.

A squad of five men or less detailed for special duty shall include at least one officer.

QUALIFICATIONS FOR APPOINTMENT ON THE FORCE.

XII. An Indian, to receive appointment on the police force, must—

Be a member of the tribe in which the police duty is to be performed, be familiar with the language of the tribe, and be possessed of some influence in the tribe.

Be a man of unquestioned energy, courage, and self-command.

Be well proportioned physically, and be not less than 5 feet 8 inches in height.

Be in vigorous physical health.

Be a good horseman, and a good shot with the pistol.

DUTIES OF THE MEMBERS OF THE FORCE.

XIII. Every member of the police force must render prompt obedience to superiors, conform strictly to prescribed rules and regulations, be orderly and respectful in department, and refrain from profane, insolent, or vulgar language.

Must wear the uniform of the police while on duty and at meetings for drill, and present a tidy appearance.

Must attend punctually all meetings for instruction and drill.

Must be well acquainted with the topography of the reservation, and must so inform themselves as to the appearance of the cattle, wagons, and other property belonging on the reservation as to be able to identify them wherever found.

Must constantly patrol the districts assigned and not loiter in the cabins of Indians or settlers.

Must give immediate notice of the arrival of strangers upon the reservation.

Must obtain all possible information in regard to timber, cattle and horse thieves, squatters, and liquor sellers in the vicinity, and must vigilantly watch the movements of all suspicious characters and their associates, and make due report of the same.

Must report marriages, deaths, and cases of severe sickness or accident.

Must not only perform the regular duties assigned, in the regular hours allotted, but must be ready for special service at any time.

XIV. No member of the police force shall belong to any organization, or take part in any Indian council, except as the agent may direct.

No member shall receive or share, for his own benefit, any present, fee, or emolument for police service other than the regular compensation provided by the United States Government, except by permission of the agent, who must first obtain the approval of the Commissioner of Indian Affairs.

No member shall communicate to any person information which might enable parties to escape arrest or punishment, or to secrete goods or other valuables, stolen or embezzled; nor shall he communicate any information respecting orders which he has received, except by permission of his superiors.

No member will be allowed to be concerned, directly or indirectly, in any compromise or arrangement between a party suspected of crime and the party alleged to have been injured.

No member shall drink intoxicating liquor, or enter any place where liquor is sold or furnished, except by order of his superior officers.

No member shall maltreat or use unnecessary harshness or violence toward a prisoner or other person.

No member must leave the beat assigned him without permission or orders from his superior officer, unless he has a prisoner in custody.

No member shall sell, barter, exchange, pledge, loan, or give away the clothes, arms, or accouterments furnished him by the United States.

TERM OF SERVICE.

XV. Indian policemen shall hold office until the close of the fiscal year, provided they render efficient service and are exemplary in conduct.

XVI. Any policeman absent from his post without leave shall be liable to dismissal.

Any policeman absent on sick leave for a longer period than 15 days, except by special permission from the agent, shall forfeit his pay during the time of absence exceeding 15 days.

XVII. For neglect of duty the agent may suspend a member of the police force; and if in the judgment of the agent he should be discharged, the case must be fully reported to the Commissioner of Indian Affairs for instructions.

XVIII. Charges against a member of the police force must be made to the agent by the injured parties.

XIX. No member of the police force shall be removed from office except upon charges preferred before the agent, and until he has been given full opportunity to make defense, and then only by the Commissioner of Indian Affairs.

XX. Any member of the police force may be removed from office—

For intoxication.

For willful non-compliance with rules or disobedience of orders.

For violent, insolent, or vulgar language or behavior.

For inefficiency.

For willfully maltreating or using unnecessary violence.

For permitting or conniving at the escape of prisoners.

For absence from his post without leave.

For committing a crime or misdemeanor.

For neglect of duty.

XXI. On the resignation, death, or discharge of a member of the police force, his shield, emblem, and other insignia of office, also his arms and accouterments, must be delivered to the agent.

XXII. For a member of the police force to carelessly lose his shield, emblem, or other insignia of office, his arms or accouterments, or to fail to immediately report such loss, will be considered a serious neglect of duty.

XXIII. Disturbances or tumults should be quelled if possible by a quiet dispersion of the crowd; but if moderate measures fail of success, the offenders must be dispersed by force, and the principals arrested. In all cases members of the police force must act in concert, and with coolness and firmness.

XXIV. Before making an arrest, it needs only to be ascertained that the offense charged constitutes a crime or misdemeanor for which a person can be lawfully detained, and that the ground for the charge is reasonable.

The party arrested must be taken before the agent, to be disposed of as he may direct.

The accuser must appear as witness with the accused before the agent.

XXV. Any person held in custody after charges against him have been heard by the agent, must be thoroughly searched, and all weapons taken from him, as well as any documents or other property which may be of use as evidence in his case. Such articles will be deposited with the agent, for which he will give his receipt, and will be returned to the owner at the time of his discharge.

XXVI. The following are some of the crimes and misdemeanors which the police will be especially vigilant in detecting, and arresting the perpetrators thereof:

Murder.

Manslaughter.

Maiming.

Assault with intent to kill, maim, or rob.

Wife-beating.

Robbery and larceny.

Stealing of horses, cattle, or other property.

Stealing timber from the reservation.

Willfully killing or injuring horses, cattle, or other animals belonging to private parties or to the Government.

Receiving stolen animals or other property, or having such in possession.

Willfully destroying or injuring, or allowing animals to destroy or injure, fences or crops.

Destroying property on the death of relatives or friends.

Setting fire to prairies.

Selling intoxicating liquors, or having them in possession.

Riotous conduct, or inciting to riot or disturbance.

Absence on the part of Indians from the reservation without permission of the agent.

Herding cattle or horses on the reservation by white men without permission—through the agent—of the Commissioner of Indian Affairs.

XXVII. The compensation of members of the police force will be in cash—

For commissioned officers, eight dollars per month.

For sergeants and privates, five dollars per month.

In addition to which each member of the force will receive the daily established ration for himself only.

XXVIII. Indians who are appointed captains or lieutenants will receive a duly executed commission, signed and issued by the Commissioner of Indian Affairs, to attest their rank in the service.

Each sergeant will receive a warrant of appointment signed by the agent in charge.

RECORDS.

579. The account-books, letter-books, invoices, correspondence, orders, circulars, documents, retained copies of cash and property accounts, and papers of any kind whatever pertaining to the affairs of the Indian service, are the property of the Government, and must not be removed from the agency by any agent, or other person, during his occupancy of the position, nor upon his leaving the service, but must be retained and held subject to inspection at all times by the properly authorized officers of the department. [§ 216 *Ins.* 1880.]

580. Copies of official papers, however, may be made by an agent for his own use. [§ 217 *Ins.* 1880.]

581. Every agent will make a register or statement of the books in his office, and add to it from time to time as new books may be opened, and such register or statement will be turned over with the books to his successor. [§ 218 *Ins.* 1880.]

582. When an agent is leaving the service he will make an inventory of all such books, papers, &c., in triplicate; one to be retained at agency, one to be forwarded to the Indian Office immediately after the transfer is made by the officer to whom it is made, and one to be retained by the outgoing agent. The receipt of the articles named in the inventory will be acknowledged by the incoming agent to whom the transfer is made, who, in like manner, will be held responsible for all the papers, &c., pertaining to the agency files and records. [§ 219 *Ins.* 1880.]

STATIONERY AND BLANKS.

583. Agents must not purchase blanks, as all stationery and blank forms necessary for use at the several Indian agencies will be furnished by the Indian Office, upon requisition therefor by the agents.

Requisitions for stationery will be made annually, upon blank forms furnished agents by the Indian Office at the proper time.

Requisitions for blanks must be made on the first of January and first of July of each year, for a quantity sufficient to last six months. In specifying the blanks required, the numbers and titles of the blanks, as shown in the appendix hereto, should be given. [§§ 209, 223 *Ins.* 1880.]

584. An official "letter-book" must be kept at each agency, and all official letters must be copied therein at the dates when written.

Private letters of an agent must NOT be copied in this official letter-book, it being part of the permanent records of the agency.

It must not be removed from the agency by an agent or other person during his term of service, nor upon his retiring therefrom. [§ 224 *Ins.* 1880.]

OFFICIAL CORRESPONDENCE.

585. All communications to the Department should be addressed to the Commissioner of Indian Affairs.

586. Communications will be folded in three equal folds, parallel with lines of writing, indorsement to be placed upon first fold of the *last* sheet of the communication, leaving blank space of one and one-half inches at the top for Bureau stamp and "file mark." [§ 226 *Ins.* 1880.]

587. The indorsement should state: 1st. The official name of agency, its location, and date of the communication. 2d. Name of writer and designation of his official position. 3d. Brief, or indorsement, which should be short, yet sufficiently explicit to convey a clear idea of the contents of the communication. Loose sheets or jackets for this indorsement must not be used. [§ 226 *Ins.* 1880.]

588. White paper, letter-sheet size, should be used in official communications. [§ 226 *Ins.* 1880.]

589. All inclosures to communications, except regular quarterly returns, must be briefed, and numbered in the order in which they are to be read, and their number stated at bottom of indorsement. The various pages of a letter are not, however, to be considered as inclosures. [§ 226 *Ins.* 1880.]

590. Only black ink should be used—pale ink of any kind is prohibited. [§ 226 *Ins.* 1880.]

591. Special care should be used in taking press copies of letters to avoid blurring and indistinctness. [§ 226 *Ins.* 1880.]

592. Replies to communications from this office must refer to their date and initials and numbers found in upper left-hand corner of the same. [§ 226 *Ins.* 1880.]

593. But one subject will be embraced or referred to in any one communication ; when several are forwarded in any one mail they may be inclosed in one envelope. Telegraphic communications may embrace more than one subject. [§ 226 *Ins.* 1880.]

594. The acknowledgment of the receipt of office letters, when the subject-matter does not call for reply, is unnecessary. [§ 226 *Ins.* 1880.]

595. One side of the paper only should be written on.

596. All instructions conflicting with the rules contained herein are hereby rescinded.

597. Agents are directed to promptly acknowledge the receipt hereof.

APPENDIX.

The following are specimens of the forms furnished for the use of officers of the Indian Department in the transaction of business pertaining to their official duties.

In making requisition for blanks, the number and title of each, as indicated in the following list, must in all cases be given.

For the better instruction and guidance of officers of the Indian Department, the several forms have in many cases been filled in with fictitious names, amounts, business transactions, &c., so that an officer when in doubt as to the proper manner of rendering his accounts, reports, &c., by consulting the forms herewith will be enabled to prepare them in the manner required.

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UNITED STATES INDIAN SERVICE,
 _____ Agency,
 _____, _____, 18—.

The COMMISSIONER OF INDIAN AFFAIRS:

SIR: Please furnish, for official use at this agency during the six months ending _____, 18—, the following-named blanks.

Very respectfully,

_____, U. S. Indian Agent.

Quantity.	No.	Title of blank.	Quantity.	No.	Title of blank.
.....	1-002	Bonds (Contractors').	5-155 (a)	Property Return.
.....	1-006	Oath of Disinterestedness.	5-155 (b)	Extra sheets for Property Ret'n.
.....	1-007	Abstract of Proposals.	5-155 (c)	Property Return—Medical.
.....	1-427	Affidavit to Advertis'g Voucher.	5-160	Ration-Checks.
.....	5-001	Abstract A to Property Return. (Articles purchased.)	5-176	Weigher's Certificate.
.....	5-002	Abstract B to Property Return. (Received from contractors.)	5-210	Receipt—Beef.
.....	5-003	Abstract C to Property Return. (Rec'd from other sources.)	5-212 (a)	Receipt—Supplies—Contract (Flour and grain)—Original.
.....	5-004	Abstract D to Property Return. (Articles issued to Indians.)	5-212 (b)	Receipts—Open Market. (Flour and grain.)
.....	5-005	Abstract E to Property Return. (Sold to employés.)	5-240	Descriptive Statement of Em- ployés.
.....	5-006 (a)	Abstract F to Property Return. (Expended in service.)	5-242	Quarterly Report of Employés.
.....	5-006 (b)	Extra sheets for Abstract F.	5-245	Report Indian Police, Proposed Changes.
.....	5-007	Extra sheets for Abstracts A, B, C, D, and E.	5-248	Monthly Sanitary Report.
.....	5-010	Abstract of Disbursements.	5-249	Monthly Report of Schools.
.....	5-021	Bond (Traders').	5-250	Weekly Supply Report.
.....	5-037	Instructions to Agents.	5-252	Monthly Report of Irregular Em- ployés.
.....	5-080	Contracts for Beef.	5-276	Requisition for Blanks and Blank Books. (This form.)
.....	5-082	Contracts for Goods & Supplies.	5-276 (b)	Requisition for Blanks and Blank Books (short).
.....	5-084	Contracts for Miscellaneous.	5-279	Stationery Requisition—Annual.
.....	5-086	Contracts for Transportation.	5-300	Weekly Statement of Funds.
.....	5-092	Estimates for Funds.	5-301	Monthly Statement of Funds.
.....	5-094	Estimates for Supplies—Medical.	5-305	Quarterly Statement of Receipt and Disbursements.
.....	5-097 (a)	Estimates for Supplies, &c.	5-306	Statement of Indebtedness for Employés—Monthly.
.....	5-097 (b)	Extra sheets for Estimates of Supplies.	5-307	Statement of Expenses of Schools
.....	5-099	School supplies—requisitions for.	5-310 (a)	Voucher—Abstract D, Property Return, Form No. 1.
.....	5-115	Account-Current sheet.	5-310 (b)	Voucher—Abstract D, Property Return, Form No. 2.
.....	5-119	Bill of Lading.	5-310 (c)	Voucher—Abstract D, Property Return, Form No. 3.
.....	5-120	Authority to act as Agent.	5-310 (d)	Voucher—Abstract D, Property Return, Form No. 4.
.....	5-121	Affidavit to Trader's License.	5-315 (a)	Voucher—Abstract F, Account of Sales of Public Property.
.....	5-134	Certificate of Inspection—Beef Cattle.	5-315 (b)	Voucher—Abstract F, Issues to Boarding Schools.
.....	5-135	Certificate of Inspection—Sup- plies.	5-316	Voucher No.—, Abstract F, Property Return—Quarterly.
.....	5-138	Descriptive Statement of Chil- dren.			
.....	5-140	Descriptive Statement of Gov- ernment Buildings.			
.....	5-141	Statistical Report of Schools.			

Quantity.	No.	Title of blank.	Quantity.	No.	Title of blank.
.....	5-320	Voucher—Advertising.	5-933	Memorandum Book, ledger, cap size, 352 pages, ruled dollars and cents.
.....	5-322 (a)	Annuity Pay-rolls, Form No. 1.	5-942	Sanitary Record of Sick, &c.
.....	5-322 (b)	Annuity Pay-rolls, Form No. 2.	5-946	Memorandum Book, size 4 by 6½ inches, 24 pages.
.....	5-322 (c)	Annuity Pay-rolls, Form No. 3.	5-947	Memorandum Book, size 5 by 7½ inches, 24 pages.
.....	5-330 (a)	Monthly Rece't Roll. (Regular.)		
.....	5-330 (b)	Pay-roll of Irregular Employés.		
.....	5-334	Transportation—Indian Freighters.		
.....	5-335 (a)	Voucher—Miscellaneous—Long.		
.....	5-335 (b)	Voucher—Miscellaneous—(Extra sheet.)		
.....	5-335 (c)	Voucher—Miscellaneous—Short.		
.....	5-335 (d)	Voucher—Traveling Expenses.		
.....	5-338	Voucher—Contract.		
.....	5-340 (a)	Voucher—Purchases—Open Market.		
.....	5-340 (b)	Voucher—Purchases—Open Market. (Certified.)		
.....	5-920	Cash Book.		
.....	5-927	Sub-Voucher Book.		
.....	5-925	Issue Book.		
.....	5-931	Memorandum Book, letter size, 352 pages.		
.....	5-932	Memorandum Book, cap size, 352 pages.		

NOTE.—Requisitions for blanks must be made on the first of January and first of July of each year for a quantity sufficient to last six months. In specifying the blanks required, the numbers and titles of the blanks as indicated above should be given. When a form cannot be indicated on this requisition by the number and title, a copy (if a blank) or a leaf (if a book) should be forwarded. Agents are directed to use this Form in making requisitions, and to ask only for those books and blanks which are actually needed. Articles of stationery MUST NOT be included in requisitions for blank forms.

[5-276.]

OFFICE OF INDIAN AFFAIRS.

Washington188 .

Respectfully forwarded to the Chief Clerk, Department of the Interior.

Chief Clerk, Indian Office.

U. S. Indian Agent.

REQUISITION
FOR
BLANKS AND BLANK-BOOKS
FOR THE
Six months ending188 .

N. B.—The above should be filled out by the agent.

Packed by
Forwarded by mail188 .

ABSTRACT OF DISBURSEMENTS made by John Brown, United States Indian Agent, on account of the service within the Grand River Agency, Dakota, during the quarter ending

Date	No. of vouchers (Vouchers should be numbered consecutively from 1 to —)	To whom paid.	For what paid.	Fulfilling treaty with Sioux of different tribes, including Santee Sioux of Nebraska, 1880.		
				Civilization.	Pay of employes.	Beneficial objects.
1879.						
Sept. 30	1	Employés.....	Receipt roll.....		\$887 50	
July 10	2	Thomas Johnson	Shoes.....			\$250 00
July 12	3	Smith, Jones & Co	Hardware.....			142 00
July 15	4	A. C. Wilson.....	Groceries.....	\$375 00		
July 16	5	John Brown, agent	Traveling expenses			
Aug. 1	6	T. Williams & Co.	Stationery.....			
Aug. 3	7	James Black.....	Fuel.....			
Aug. 4	8	Henry Cox.....	Shingles.....			
Aug. 10	9	Charles Thompson	Transportation			
Sept. 12	10	John Green.....	Stock cattle.....			
Sept. 30	11	Irregular employes	Receipt roll.....		83 75	
Amount disbursed.....				375 00	971 25	392 00
Amount deposited (see account-current).....						
Total deposited and disbursed.....				375 00	971 25	392 00
On hand last quarter.....						
Amount received during the quarter.....				1,500 00	1,000 00	1,000 00
Total on hand.....				1,500 00	1,000 00	1,000 00
Balance applicable to next quarter.....				1,125 00	28 75	608 00

I certify, on honor, that the above abstract is correct and true.

Dated at GRAND RIVER AGENCY, D. T.,
September 30, 1879.

NOTE.—This abstract must show the funds disbursed, under their proper heads of appropriation, to whom moneys are paid, and on what account, with dates and numbers of the vouchers; and each amount carried out under proper heads of appropriation, which should appear at the top of the several columns on the abstract. In no case will funds be included under which they are received. Miscellaneous receipts of every class are to be included.

Agent, on account of the service within the Grand River Agency, Dakota, during September 30, 1879.

(Heads of account.)							Miscellaneous receipts.				Amount.
Pay of Indian agents, 1880.	Pay of interpreters, 1880.	Contingencies Indian Department, 1880.	Incidental expenses Indian service in Dakota, 1880.	Buildings at agencies and repairs, 1880.	Transportation of Indian supplies, 1880.	Civilization fund.	Class I.	Class II.	Class III.	Class IV.	
\$400 00	\$75 00										\$1,362 50
											250 00
											142 00
											375 00
		\$20 00									20 00
			\$5 00								5 00
			8 00								8 00
				\$100 00							100 00
					\$87 50						87 50
						\$500 00					500 00
											83 75
400 00	75 00	20 00	13 00	100 00	87 50	500 00					2,933 75
							\$80 00	\$126 72	\$150 00		356 72
400 00	75 00	20 00	13 00	100 00	87 50	500 00	80 00	126 72	150 00		3,290 47
400 00	75 00	250 00	300 00	200 00	500 00	500 00	80 00	351 72	150 00	\$50 00	6,356 72
400 00	75 00	250 00	300 00	200 00	500 00	500 00	80 00	351 72	150 00	50 00	6,356 72
		230 00	287 00	100 00	412 50			225 00		50 00	3,066 25

JOHN BROWN,
U. S. Indian Agent.

as designated in tabular statements of remittances; the names of persons (as they appear in these vouchers to be arranged numerically, and each amount carried out under proper heads of appropriation, which should appear at the top of the several columns on the abstract. In no case will funds be included under which they are received. Miscellaneous receipts of every class are to be included.

CASH.

VOUCHER No. 1.

RECEIPT ROLL

Third Quarter, 1879.

PAID BY

JOHN BROWN, INDIAN AGENT,

In the months of July, August, September, 1879.

This Roll will be used in lieu of the ordinary voucher, and must contain the name of every employé at the Agency, including Agent and Interpreter, except irregular employés.

To be made in triplicate; one copy retained by officer, two transmitted to the Indian Office, with Abstract of Disbursements, within thirty days after the end of the quarter.

[Voucher for open-market purchases.]

THE UNITED STATES

To A. C. WILSON, DR.

Date of purchase.		Dolls.	Cts.
1879.			
July 10	To 4,000 lbs. flour, at 5 cents	200	00
" "	" 400 " coffee, at 30 cents	120	00
" "	" 250 " sugar, at 10 cents	25	00
" "	" 100 " soap, at 7 cents	7	00
" "	" 100 " salt, at 3 cents	3	00
" "	" 200 " bacon, at 10 cents	20	00
		375	00

Received at Grand River Agency, Dakota, July 15, 1879, of John Brown, U. S. Indian Agent, three hundred and seventy-five $\frac{00}{100}$ dollars, in full of the above account.

*A. C. WILSON.

I certify, on honor, that the above account is correct and just; that the articles therein named were required for immediate use to meet an exigency caused by the supply of the above-mentioned articles of subsistence being exhausted; that there is no contract for the delivery thereof; that authority for the purchase is shown by letter from the Commissioner of Indian Affairs, dated July 1, 1879, a copy of which is hereto attached; that the articles were purchased at Yankton, Dakota, of the person named in the original invoice of purchase annexed hereto, and delivered to me at Grand River Agency on the 15th day of July, 1879, and that the same appear on my Return of Property for the third quarter, 1879.

I further certify that the prices charged therefor are reasonable, and the lowest for which they could be obtained, and that I have actually, this 15th day of July, 1879, paid the amount thereof, viz: three hundred and seventy-five $\frac{00}{100}$ dollars, and have taken claimant's receipt therefor in triplicate.

JOHN BROWN,
U. S. Indian Agent.

Dated at Grand River Agency, D. T., July 15, 1879.

* When one writes the name of another to a receipt he must have proper authority for so doing.
† Here state specifically the objects for which the purchase was made.

Where not delivered at agency by the seller free of charge, the gross weight of all the articles must be stated; and upon the voucher for transportation, when paid by the agent, there must be a reference to the original vouchers of purchase, that the articles transported can be identified.

CASH.

VOUCHER No. 4.

OPEN-MARKET PURCHASE,

Third Quarter, 1879.

A. C. WILSON

\$375.00.

Paid July 15, 1879.

Check No. 34.

First National Bank, Yankton.

State whether paid in cash or by check. If by check, give number and date of the check and the name of the bank or institution upon which it is drawn.

[Voucher for traveling expenses.]

THE UNITED STATES

To JOHN BROWN, DR.

Date.		Dolls.	Cts.
1879.	For expenses incurred in going to Bismarek, D. T., to consult with the U. S. district attorney relative to the indictment of two white men for selling liquor to three Indians belonging to this reservation :		
July 16	To dinner, 75c., and feed of horse, 25c., at Bear Creek	1	00
" 16 and 17..	To supper, 50c.; lodging, 50c.; breakfast, 50c.; keep of horse, 50c., at Buffalo Fork (sub-voucher No. 1)	2	00
" 17	To dinner, 75c., and feed of horse, 25c., at Brown's Ranch	1	00
" 20	To 3 days' board and lodging at Bismarek, D. T., at \$3, from supper July 17 to dinner July 21 (sub-voucher No. 2)	9	00
" "	To keep of horse 3 days at Bismarek (sub-voucher No. 3), at \$1	3	00
" 20 and 21..	To supper, 50c.; lodging, 75c.; breakfast, 50c.; keep of horse, 50c., at Brown's Ranch (sub-voucher No. 3)	2	25
" 21	To dinner, 75c.; horse feed, 25c., at Buffalo Fork	1	00
" "	To supper, 50c.; feed of horse, 25c., at Bear Creek		75
		20	00

Received at Grand River Agency, D. T., September 30, 1879, of John Brown, U. S. Indian Agent, twenty $\frac{75}{100}$ dollars, in full of the above account.

JOHN BROWN.

I certify, on honor, that the foregoing account is correct and just; that the different charges in detail therein have been taken from, and verified by, my memorandum; that the amount charged was actually paid; that no part of the journey charged for has been made under any free pass on any railway, steamboat, or other public conveyance; that the number of days for which the same is charged was necessarily consumed in unavoidable delays incident to travel and in the performance of the duty ordered or services rendered; that the journey was performed by the shortest usually traveled routes, under orders (copy annexed) or for the purpose* specified above; that where sub-vouchers are not furnished it was impossible to obtain them; and that I have, this 30th day of September, 1879, actually paid the amount thereof, viz: twenty $\frac{75}{100}$ dollars, and have taken claimant's receipt therefor in triplicate.

JOHN BROWN,
U. S. Indian Agent.

Dated at Grand River Agency, D. T., September 30, 1879.

This voucher to be used for traveling expenses.

* Here the object of the journey should be fully stated.

The above certificate will answer in case of inspectors, agents, and special agents. In case of other employes, strike out the words "certify on honor" and insert "solemnly swear."

The place of starting, the place of destination, and distance traveled must be in all cases given, and the expenses of each trip kept separate.

5095 R I D—9

CASH.

VOUCHER No. 5.

FOR

TRAVELING EXPENSES.

Third Quarter, 1879.

JOHN BROWN.

\$90.

Paid September 30, 1879.

Check No. 62,

First National Bank, Yankton.

State whether paid in cash or by check; if by check, give number and date of the check and the name of the bank or institution upon which it is drawn.

THE UNITED STATES

To T. WILLIAMS & CO., DR.

Date.		Dollars.	Cts.
1879.			
Aug. 1	For 2 quarts ink, \$1.....	2	00
	For 1 ream of foolscap paper.....	3	00
		5	00
	Purchased for use in agency office, stationery not having arrived from the Indian Office, and the supply of these articles being exhausted. Authority for the purchase contained in letter of Commissioner of Indian Affairs, dated July 22, 1879. L. 7932-79 F.		

Received at Grand River Agency, D. T., August 1, 1879, of John Brown, U. S. Indian Agent, five dollars, in full of the above account.

(Triplicates.)

T. WILLIAMS & CO.

I certify, on honor, that the above account is correct and just, and that I have actually, this first day of August, 1879, paid the amount thereof.

JOHN BROWN.

NOTES.—All vouchers must show a sufficient explanation of the objects and necessity of the expenditure. The dates, rates, and places at which services were rendered must, in all cases, be stated.

CASH.

VOUCHER No. 6.

GRAND RIVER AGENCY.

Third Quarter, 1879.

\$5.00

Check No. 70,

First National Bank, Yankton.

State whether paid in cash or by check; if by check, give number and date of the check and the name of the bank or institution upon which it is drawn.

[5-335 a.]

(Voucher for transportation.)

THE UNITED STATES

To CHARLES THOMPSON, DR.

Date.		Dollars.	Cts.
1879. Aug. 3	For transportation of seven thousand pounds Indian supplies from Bismarck to Grand River Agency, a distance of ninety (90) miles, at one $\frac{3}{4}$ % (\$.25) per cwt.:		
	3 boxes blankets, Nos. 1234, 1235, 1236	1,500	lbs.
	2 boxes caps, Nos. 781, 782	320	lbs.
	3 boxes dry-goods, Nos. 601, 603, 604	2,000	lbs.
	80 kegs nails, Nos. 8000 to 8030	3,180	lbs.
		7,000	
	At \$1.25 per cwt	87	50

Received at Grand River Agency, Dakota, August 10, 1879, of John Brown, U. S. Indian Agent, eighty-seven $\frac{50}{100}$ dollars, in full of the above account.

CHARLES THOMPSON.

I certify, on honor, that the foregoing account is correct and just; that the supplies were hauled under authority of the Commissioner of Indian Affairs, dated July 12, 1879, a copy of which is hereto attached; that the goods so hauled belonged to the Government and to the Indian service; that the price paid was reasonable and the lowest attainable; and that I have this tenth day of August, 1879, actually paid the amount thereof, viz, eighty-seven $\frac{50}{100}$ dollars, and have taken claimant's receipt therefor in triplicate.

JOHN BROWN,
U. S. Indian Agent.

Dated at Grand River Agency, August 10, 1879.

[This voucher to be used for telegrams and transportation.]

[5-335 a.]

CASH.

VOUCHER No. 9

FOR

TRANSPORTATION.

Third Quarter, 1879.

GRAND RIVER AGENCY.

\$87.50

Paid August 10, 1879.

Check No. 73.

First National Bank of Yankton.

State whether paid in cash or by check. If by check, give number and date of the check, and the name of the bank or institution upon which it is drawn.

ANNUITY PAY-ROLL.

We, the heads of families and individuals without families of the Uncapapa Sioux tribe of Indians, hereby acknowledge the receipt of (1) three hundred and fifty dollars (\$350.00) from John Brown, United States Indian Agent, in the sums severally affixed to our names, being our proportion of the annuity of said tribe of Indians for the (2) third and fourth quarters of the year one thousand eight hundred and seventy-nine. (3)

No.	Names.	Age.	Sex.	Per capita.	Amount paid.	Marks and signatures.	Signatures of witnesses.	Date of receipt.	Remarks.
1	Ce-tan-wa-kin-yan, chief.....	47	M.	\$10 00					
2	Mah-ne, wife of.....	43	F.	10 00					
3	Nah-ah-gah-quah, daughter of.....	18	F.	10 00					
4	Ke-o-ton-go, daughter of.....	16	F.	10 00					
5	Mish-no, son of.....	13	M.	10 00					
6	Kat-tah, daughter of.....	10	F.	10 00					
7	Wah-was-suck, son of.....	2	M.	10 00					
8	He-ra-ka-na-gin.....	42	M.	10 00	\$70 00	Ce-tan-wa-kin-yan, his × mark.	Henry French William Harvey ..	Oct. 15, 1879	
9	Jah-me-quah, wife of.....	40	F.	10 00					
10	Ke-so-quah, daughter of.....	19	F.	10 00					
11	Osh-ta-os-sock, son of.....	8	M.	10 00					
12	Me-jes-sepe, son of.....	5	M.	10 00					
13	Wa-ha-can-ka-ska.....	45	M.	10 00	50 00	He-ra-ka-na-gin, his × mark.	Henry French William Harvey ..	Oct. 15, 1879	
14	Shab-e-nay, son of.....	12	M.	10 00					
15	Shosh-keese, daughter of.....	9	F.	10 00					
16	Hin-was-te.....	38	M.	10 00	30 00	Wa-ha-can-ka-ska, his × mark.	Henry French William Harvey ..	Oct. 15, 1879	
17	Mat-tow-o-sak, wife of.....	36	F.	10 00					
18	Puck-e-sag-ni-quah, daughter of.....	14	F.	10 00					
19	No-ten, son of.....	11	M.	10 00					
20	Pain-y-tum, son of.....	8	M.	10 00					
21	Nah-the-quah, daughter of.....	1	F.	10 00					
22	Wa-kin-yan-to.....	40	M.	10 00	60 00	Hin-was-te, his × mark.	Henry French William Harvey ..	Oct. 15, 1879	
23	Naw-thawp-e-mah, wife of.....	30	F.	10 00					
24	Man-nug-guet, son of.....	6	M.	10 00					
25	Daughter born July 16, 1878.....	3mos.	F.	10 00	40 00	Wa-kin-yan-to, his × mark.	Henry French William Harvey ..	Oct. 15, 1879	
	Amount carried forward.....				250 00				

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(1). Insert the aggregate in words and figures.

(2). If payments are made semi-annually, insert "First and Second" or "Third and Fourth"; if annually, erase the words "quarters of the."

(3). Insert any additional remarks which may be necessary.

NOTE.—Particular attention is called to sections 150 to 169, Regulations Indian Department, 1884, as their requirements must be strictly complied with before credit can be obtained for any payments on this roll.

In case of death, the date should always be given in the column for remarks. Persons receiving for others as guardians, administrators, &c., must sign their own name as well as that of the party to whom the money was due. All signatures in receipt must be on the line directly opposite the total amount received.

Witnesses to payments, or other transactions, must affix their signatures opposite every mark witnessed; and certificates of interpreters and others must be worded so as to show distinctly what they are certifying to—in case of payments, by giving names, numbers, or amounts, or all of them. A certificate as to the correctness of the 'foregoing' is not sufficiently explicit.—Second Comptroller's Circular of January 23, 1877, paragraph 8.

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[5-322 b - Form 2.]
ANNUITY PAY-ROLL.

No.	Names.	Age.	Sex.	Per capita.	Amount paid.	Marks and signatures.	Signatures of witnesses.	Date of receipt.	Remarks.
	Amount brought forward.....				\$250 00				
26	Wi-ro-pa.....	52	M.	\$10 00					
27	W atch-ke, wife of.....	46	F.	10 00					
28	Shab-e-nay, son of.....	20	M.	10 00					
29	Mix-swa-wah, daughter of.....	18	F.	10 00					
30	Aza-nick, daughter of.....	15	F.	10 00					
31	Ke-wau-mi-quah, daughter of.....	13	F.	10 00					
32	O-knox-sah, son of.....	10	M.	10 00					
33	Ke-wan-kah, daughter of.....	10	F.	10 00					
34	Mar-kuk, son of.....	6	M.	10 00					
35	Kah-che, daughter of, died on September 15, 1879.	3	F.	10 00					
	Total.....				100 00	Wi-ro-pa, his X mark..	Henry French.....	Oct. 15, 1879	William Harvey..
					350 00				

ANNUITY PAY-ROLL.

CERTIFICATE OF WITNESSES.

We, the undersigned, hereby certify, on honor, that we were present and witnessed the payment by John Brown, United States Indian Agent, on the respective dates mentioned in the foregoing pay-roll of the several sums to the individuals opposite whose names our signatures are affixed as witnesses, and that we saw said individuals sign the same, by writing their names or making their marks; and that the pages of said pay-roll are numbered from (1) to two (2), inclusive, and contain the names of thirty-five (35) persons, numbered from one (1) to thirty-five (35), inclusive; and we further declare our entire disinterestedness in this matter.

Dated October 15, 1879.
Dated October 15, 1879.

HENRY FRENCH,
WILLIAM HARVEY, } Witnesses.

CERTIFICATE OF INTERPRETER.

I, Louis Napoleon, Interpreter, hereby certify that I was present and witnessed the payment by John Brown, United States Indian Agent, on the respective dates mentioned in the foregoing pay-roll, of the several sums to the individuals who have receipted for the same; that I saw said individuals sign the same, by writing their names or making their marks; that I fully explained the nature of said payments to said individuals; that the pages of said pay-roll are numbered from one (1) to two (2), inclusive, and contain the names of thirty-five (35) persons, numbered from one (1) to thirty-five (35), inclusive.

Dated October 15, 1879.

LOUIS NAPOLEON, Interpreter.

CERTIFICATE OF AGENT.

I, John Brown, United States Indian Agent, hereby certify, on honor, that on the respective dates mentioned in the foregoing pay-roll I made payment of the several sums to the individuals who have receipted for the same; that the pages of said pay-roll are numbered from one (1) to two (2), inclusive, and contain the names of thirty-five (35) persons, numbered from one (1) to thirty-five (35), inclusive; and that the aggregate amount of said payments was three hundred and fifty dollars (\$350.00); (payment to Nos. _____, amounting to _____ (\$_____), not having been made).

Dated October 15, 1879.

JOHN BROWN, Agent.

ABSTRACT DISBURSEMENTS.

Fourth Quarter, 1879.
GRAND RIVER AGENCY, D. T.

ANNUITY ROLL.

JOHN BROWN,
U. S. Indian Agent,
\$350.
Paid October 15, 1879.

(Voucher for purchases under contract)

[5-333.]

THE UNITED STATES

To _____, Dr.

Date.		Dollars.	Cts.

Received at _____ of _____, U. S. Indian Agent, 187, _____ dollars.

In full of the above account. I certify, on honor, that the foregoing account is correct and just; that the articles were delivered on the dates stated, in fulfillment of a contract made with said person by _____ and dated _____, 187; that the same were of quality equal to the requirements of the contract as shown by certificate of inspection attached hereto, and that I have this _____ day of _____, 187, actually paid the amount thereof, viz: _____ dollars, and have taken claimant's receipt therefor in triplicate.

Dated at _____, 187.

U. S. Indian Agent.

27. In cases where superintendents or agents are authorized to liquidate contract obligations, a copy of such authority must be attached to the vouchers taken in the premises, and also a certificate from the regularly authorized inspector (if inspection is required by the contract), that the articles delivered were of quality equal to the requirements of the contract, and reference be made to the contract by its date—[Extract from "Instructions to Superintendents and Agents," dated April 1, 1876.]

VOUCHER FOR PURCHASES UNDER CONTRACT.

No. _____, Abstract _____, Quarter, 187.

Check No. _____, Paid _____, 187.

[5-334.]

(Voucher for transportation.)

We, the undersigned, Indians of the _____ Agency, _____, do hereby acknowledge the receipt from _____, United States Indian Agent, of the sums of money set opposite our respective names, in full payment of the amounts due us for transporting Indian supplies from and to the points specified in this voucher.

Date.	Names of freighters.	Tribe.	No. of bill of lading.	Amount transported. Pounds.	From—	To—	Distance. Miles.	Rate per 100 pounds entire distance.		Total due.		Credited on wagons issued to be paid for in freighting.		Paid in cash.		Signatures.	Marks.	Witnesses.	
								Dolls.	Cts.	Dolls.	Cts.	Dolls.	Cts.	Dolls.	Cts.				
188																			

We, the undersigned, hereby certify, on honor, that we were present and witnessed the payment by _____, United States Indian Agent, on the respective dates mentioned in the foregoing pay-roll, of the several sums to the individuals opposite whose names our signatures are affixed as witnesses, and that we saw said individuals sign the same by writing their names or making their marks; and we further declare our entire disinterestedness in this matter.

Dated _____, 188. _____ } Witnesses.

I, _____, Interpreter, hereby certify that I was present and witnessed the payment by _____, United States Indian Agent, on the respective dates mentioned in the foregoing pay-roll, of the several sums to the individuals who have received for the same; that I saw said individuals sign the same by writing their names or making their marks; that I fully explained the nature of said payments to said individuals.

Dated _____, 188. _____ } Interpreter.

I do hereby certify, on honor, that the above account is correct and just; that the supplies were transported by Indians of this agency at the rates established by Office of Indian Affairs, dated _____ day of _____, that the goods so hauled belonged to the Government, and to the Indian service, and that I have actually, this _____ day of _____, 188, paid the sum of _____ dollars in full thereof, and have taken claimants' receipts therefor in triplicate.

Dated at _____ Agency, _____, 188. _____ U. S. Indian Agent.

NOTE 1.—Bills of lading covering amount of freight for which each freighter is paid will be attached hereto and correspondingly numbered.
 NOTE 2.—Where wagons have been issued to Indians, under authority, the cost of the same to be paid for from net earnings of the freighters, payment will only be made for a sufficient number of pounds to cover his actual necessary expenses while engaged in freighting until the wagon, harness, &c., is fully paid for, and credit will be given the Indian hereon for the balance, and no other payment made until the total cost of wagon has been retained.

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[5-334.]

CASH.

VOUCHER

FOR

TRANSPORTATION

No. _____

ABSTRACT OF DISBURSEMENTS

_____, Quarter, 188 .

PAY-ROLL

OF

INDIAN FREIGHTERS

PAID BY

U. S. Indian Agent.

_____, 188 .

\$ _____

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[5-922.]

(Original.)

_____, 188 .

RECEIVED of _____ the following articles
and packages of Indian goods and supplies, as specified below, in good order and
condition, to be delivered in like order and condition to _____

at the rate of _____ per hundred pounds:

Numbers and mark.	Articles.	Net weight.	Tare.	Gross weight.

Witness: _____

STATEMENT of receipts, cash, and property, and disbursements, issues, and expend
U. S. Indian Agent, for

Date.	From whom received.	Heads of appropriations.	Amount of each appropriation.	Total.
1879. Oct. 10	Received of J. C. Kern & Co. 25 tons of hay, purchased in open market, under authority contained in letter from Commissioner of Indian Affairs dated October 1, 1879. Taken up on Abstract A to Property Return for fourth quarter, 1879. Certified voucher issued in payment therefor.			
		Fulfilling treaty with Sioux of different tribes, including Santee Sioux of Nebraska, 1880.	\$1,058 75	
Oct. 16	Received Treasury draft No. 3618 (Account-Current, fourth quarter, 1879).	Pay of Indian agents, 1880.	400 00	
		Pay of interpreters, 1880.	75 00	
		Pay of Indian police, 1880.	60 00	
				\$1,593 75
Oct. 24	Fabricated by employes, 1 table and 6 chairs. (Abstract C to Property Return, fourth quarter, 1879.)			
Nov. 8	Increase of stock, 6 pigs. (Abstract C to Property Return, fourth quarter, 1879.)			
Nov. 10	Entered into contract with Thomas J. Batcheller, of Bismarck, Dakota, for 150 milch cows with calves, to be delivered at the agency between June 1 and 15, 1880, at \$27.00 each. The cows to be between 2 and 5 years old.			
Dec. 20	Engaged services of William Hacker, as teamster, at \$50.00 per month. (Forwarded descriptive statement to Indian Office for approval.)			
Dec. 31	Received from employes for subsistence in fourth quarter, 1879, and deposited same to the credit of the United States in First National Bank of Yankton, Dakota. (Account-Current and Abstract E to Property Return, fourth quarter, 1879.) Forwarded original certificate of deposit to Secretary of the Treasury, and duplicate to Office of Indian Affairs.	Fulfilling treaty with Sioux of different tribes, including Santee Sioux of Nebraska, 1880.	138 50	138 50
				1,732 25

itures, and a record of all contracts, at Grand River Agency, Dakota, by John Brown, the fourth quarter, 1879.

Date.	Disbursements, issues, and expenditures.	Abstract and voucher.	Heads of appropriation.	Amount of each appropriation.	Total.
1879. Oct. 11	Issued to 70 heads of families, 350 Indians, 2,450 rations (<i>see</i> Issue-Book). One copy of voucher forwarded to Indian Office.	D, 1...			
Nov. 3	Expended in blacksmith shop for repairs to mill machinery, 40 pounds round iron, 1 1/2 inch.	F, 2...			
Nov. 8	Sold to employes 150 pounds beef, net, 10 pounds coffee, 20 pounds sugar, 100 pounds flour, amounting to.	E	Fulfilling treaty with Sioux of different tribes, including Santee Sioux of Nebraska, 1880.	\$21 00	\$21 00
Dec. 10	Paid 10 Indians, for an aggregate of 125 days' labor on new fences around agency buildings, during month of November 1879, at 50c. per diem.	Dis. 4	Incidental expenses Indian service in Dakota, 1880.	62 50	62 50
Dec. 31	Paid John Brown, U. S. Indian agent, for services from October 1 to December 31, 1879, inclusive.	Dis. 1	Pay of Indian agents, 1880.	400 00	
	Paid John Simmons, blacksmith, for services from October 1 to December 31, 1879, inclusive.	..do..	Fulfilling treaty with Sioux of different tribes, including Santee Sioux of Nebraska, 1880.	200 00	
	Paid Edward Simpson, shoemaker, for services from October 1 to December 31, 1879, inclusive.	..do..	..do..	187 50	
	Paid William Harvey, farmer, for services from October 1 to December 31, 1879, inclusive.	..do..	..do..	225 00	
	Paid Frank Gardiner, herder, for services from October 1 to December 31, 1879, inclusive.	..do..	..do..	75 00	
	Paid Philip Wharton, physician, for services from July 1 to December 31, 1879, inclusive. (Dr. Wharton was not paid in third quarter, 1879, on account of being absent on leave when payment was made.)	..do..	..do..	500 00	
Dec. 31	Paid Louis Napoleon, interpreter, for services from October 1 to December 31, 1879, inclusive. Payment was not made to the Indian police on account of the force being absent from the agency in pursuit of horse thieves.	..do...	Pay of interpreters, 1880.	75 00	1,662 50
					1,746 00

Report of employes in the Grand River Agency for the third quarter, 1879.

Names of employes.	Office.	Period of service from July 1, 1879, to September 30, 1879 (both days inclusive).	Rate of pay.	Remarks.
John Simmons.....	Blacksmith ..	July 1 to September 30.....	<i>Pr. annum.</i> \$800 00	
Edward Simpson.....	Shoemaker ..	July 1 to September 30.....	750 00	
Henry French.....	Carpenter ..	July 1 to September 30.....	800 00	
William Harvey.....	Farmer ..	July 1 to September 30.....	900 00	
Caleb Plummer.....	Herder ..	July 1 to July 1.....	300 00	Discharged for neglect of duty.
Frank Gardiner.....	do ..	July 19 to September 30.....	300 00	
Louis Napoleon.....	Interpreter ..	July 1 to September 30.....	300 00	
Philip Wharton.....	Physician ..	July 1 to September 30.....	1,000 00	Absent on leave at time of payment.
IRREGULAR EMPLOYÉS—INDIANS.				
Wi-ro-pa.....	Indian ..	Performed service 9 days during quarter, at \$1.00 per day.....	Amount. 9 00	See receipt-roll, irregular employes.
Hin-was-te.....	do ..	Performed service 6 days during quarter, at 75 cents per day.....	4 50	Do.
Na-pe-si-ca.....	do ..	Performed service 4 days during quarter, at \$1.25 per day.....	5 00	Do.
Pa-gi-hus-te.....	do ..	Performed service 18 days during quarter, at \$1.00 per day.....	18 00	Do.
Kan-gi-i.....	do ..	Performed service 29 days during quarter, at \$1.25 per day.....	36 25	Do.
Wa-kin-yan-to.....	do ..	Performed service 11 days during quarter, at \$1.00 per day.....	11 00	Do.

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I solemnly swear* that the employes claimed for were actually and *bona fide* employed at Grand River, D. T., Agency, and at the compensation as claimed, and that such service was necessary; and that I have not received, and am not to receive, either directly or indirectly, any part of the compensation claimed for any other employe.

JOHN BROWN,
U. S. Indian Agent.

GRAND RIVER AGENCY, D. T., September 30, 1879.

Subscribed and sworn to before me this thirtieth day of September, 1879.
[SEAL OF COURT.]

FREDERICK BRONSON,
Clerk of District Court of Red Cloud Co., D. T.

* Where an agent has been authorized to certify to the correctness of this report, he will erase the words "solemnly swear" and insert the words "certify on honor," and will attach a copy of his authority to the report. (See Appropriation act of March 3, 1875, page 33, sec. 5.)
All employes, of whatever kind, regular, irregular, and police, are to be properly reported in this report, each class separately, and the Indians separate from the whites. The official character of the notary or other officer must be certified to. One oath upon the original report is all that is required, a reference to be made to it on the duplicate and triplicate. (See sections 243 to 256, Regulations Indian Department, 1884.)

TO BE FORWARDED IN DUPLICATE.

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[5-242.]

CASH.

REPORT

OF

EMPLOYÉS IN SERVICE

AT THE

GRAND RIVER AGENCY

DURING THE

Third Quarter, 1879.

JOHN BROWN, U. S. INDIAN AGENT.

This report to be made in triplicate; two copies to be forwarded to the Office of Indian Affairs with the quarterly accounts, and one copy retained for the agency files.

REPORT of irregular employés at Grand River Agency, Dakota, for

Character of service.	Necessity for service.	Dates of service.											
		1	2	3	4	5	6	7	8	9	10	11	12
Hauling hay	Exhaustion of supply at stable	1	1	1	1	1	1						
Do	do	1	1	1	1	1	1						
Scrubbing and washing	At boarding-school												
Do	do												
Assisting at issues	To help issue-clerk						1						
Do	do						1						
Do	do						1						
Total													

I certify, on honor, that the above report of irregular employés for the month of December, 1879, the persons whose names appear on this report were actually employed as above designated, and will thereon.

Dated at Grand River Agency, December 31, 1879.

month ending December 31, 1879, by John Brown, U. S. Indian Agent.

Dates of service.																															Number of days.	Compensation.			Race.	Names of employés.			
18	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	Amount per day.	Amount due each.	Amount paid each.																		
																																		6	\$0 50	\$3 00	\$3 00	I.	I-ta-wan-kan.
																																		6	50	3 00	3 00	I.	Ca-ga.
			1	1	1																													3	50	2 00	2 00	I.	Ma-to-pa.
																																		3	50	1 50	1 50	I.	Sun-gi-la-sa-pa.
																																		4	50	2 00	2 00	I.	Sun-ka-ho-ta.
																																		4	50	2 00	2 00	I.	Ta-tan-ka-cig-a-la.
																																		4	50	2 00	2 00	I.	Ma-ka-lu-ta.
																							15 50			15 50													

involving an expenditure of \$15.50 for Indian labor and \$15.50 for white labor, is correct, and that be borne on the report of employés for the quarter ending December 31, 1879, and properly sworn to

JOHN BROWN,
U. S. Indian Agent.

CASH.

REPORT
OF
IRREGULAR EMPLOYÉS
AT
GRAND RIVER AGENCY, D. T.,
For month ending December 31, 1879,
BY
JOHN BROWN, INDIAN AGENT.

ACTION.

[5-155 (a).]

QUARTERLY RETURN OF PUBLIC PROPERTY

PERTAINING TO THE
GRAND RIVER AGENCY, DAKOTA,

FOR THE
Third Quarter, 1879.

BY
JOHN BROWN, INDIAN AGENT.

ALL ARTICLES BORNE ON THIS RETURN ARE TO BE ARRANGED IN ALPHABETICAL
FORM AND IN STRICT ACCORDANCE WITH THE ABSTRACTS AND THE
INSTRUCTIONS CONTAINED THEREON. INSERT EXTRA
SHEETS, AS INDICATED, WHEN NECESSARY.

This return, made out in proper form, *must* be forwarded to Indian Office within thirty days after
expiration of each quarter.

QUARTERLY RETURN of public property received, issued, and remaining on hand
Brown, U. S.

Date.	Abstracts, &c.		Beef.*							
			Head.	Gross.	Net.	Hides.	Axes, broad.†	Bacon.	Beans.	Blankets, 1½ pt., white.
1879.			No.	Lbs.	Lbs.	No.	No.	Lbs.	Lbs.	Prs.
Sept. 30	Per last return	On hand	38	30,000		6		250	200	25
Sept. 30	Abstract A	Received by purchase	125	100,000		12		200		
Sept. 30	Abstract B	Received from contractors and by consignment								100
Sept. 30	Abstract C	Fabricated, &c.			2,154	6				
		Total to be accounted for	163	130,000	2,154	6	18	450	200	125
Sept. 30	Abstract D	Articles issued to Indians	3	2,100	1,050		3	70	21	8
Sept. 30	Abstract E	Articles sold to employes	3	2,208	1,104			80		
Sept. 30	Abstract F	Articles expended, &c.				6				
		Total issued, expended, &c.	6	4,308	2,154	6	3	150	21	8
		Total remaining on hand	157	125,692			15	300	179	117
Sept. 30	Condition... 1	In good order	157	125,692			15	300	179	117
	2	Unfit for service, but repairable								
	3	Totally unfit for service								

*In taking up beef cattle, number of head and gross weight must be shown; when slaughtered, the number of head, the net weight, and number of hides must be shown.

at Grand River Agency, Dakota, for the quarter ending September 30, 1879, by John Indian Agent.

Blankets, 3½ pt., blue.	Bolts, carriage.	Bulls.	Calves.	Caps, boys'.	Caps, men's.	Coffee.	Coffins.	Coal, Blossburg.	Corn.	Felloes.	Flour.	Halters.	Handles, axe.	Harness, double.	Hats.	Heifers.	Horses.
Prs.	Lbs.	No.	No.	No.	No.	Lbs.	No.	Lbs.	Bush.	No.	Lbs.	No.	No.	Sets.	No.	No.	No.
25	10			25	25	250		100		10	5,000	6	6		10		10
		3				400					4,000		24			22	
50				150	200		5		1,000			50		25	50		
			6														
75	10	3	6	175	225	650	5	100	1,000	10	9,000	56	30	25	60	22	10
4				5		28			6½		350				10		
						32					720						
	4							50		6							2
4	4			5		60		50	6½	6	1,070				10		2
71	6	3	6	170	225	590	5	50	993¾	4	7,930	56	30	25	50	22	8
71	6	3	6	170	225	590	5	50	993¾	4	7,930	50	30	25	50	22	8
												6					

†Here commence the alphabetical list.

QUARTERLY RETURN of public property received, issued, and remaining on hand Brown, U. S.

Abstract, &c.	Ink.	Iron, flat, 2 by 3/4 inch.	Knives, butcher.	Knives, saddlers.	Locks, door.	Mules.	Oats.	Overcoats, boys.	Overcoats, men's.	Pants.	Paper, foolscap.	Pencils.	Pens.	Pigs.
	Qts.	Lbs.	No.	No.	No.	No.	Bush.	No.	No.	Prs.	Rms.	No.	Gross.	No.
O. H.	2	100	4	6	6	8		12	12	8		12	1	
A			12	6				75	75	100		1		
B														
C							750							12
	2	100	16	6	6	8	750	87	87	108	1	12	1	12
D			1		3				7					
E		10				2						6	2	
F		10	1		3	2			7		1/2	6	2	
	1 1/2	90	15	6	3	6	750	87	80	108	1/2	6	2	12
1	1 1/2	90	11	6	3	6	750	87	80	108	1/2	6	2	12
2														
3			4											

I certify, on honor, that the foregoing return exhibits a true and correct statement of all the prop- on the 30th of September, 1879.

at Grand River Agency, Dakota, for the quarter ending September 30, 1879, by John Indian Agent.

Prints.	Salt.	School-house.	Sheeting.	Shingles.	Shoes, horse.	Shoes, mule.	Shoes, men's.	Shoes, women's.	Soap.	Soda.	Stoves, heating.	Sugar.	Tables.	Tobacco.	Wheat.	Wood.
Yds.	Lbs.	No.	Yds.	M.	Lbs.	Lbs.	Prs.	Prs.	Lbs.	Lbs.	No.	Lbs.	No.	Lbs.	Bush.	Cords.
50	50		40	10			100		150	100	10	500		100		
750	100	1	500									250				2
					50	40	10	6					2		2,500	
800	150	1	540	10	50	40	110	6	250	100	10	750	2	100	2,500	2
115	14									7	4	56		3 1/2		
	16											64				
				5	26	20										2 1/2
115	30			5	26	20				7	4	120		3 1/2		2 1/2
685	120	1	540	5	24	20	110	6	250	93	6	630	2	96 1/2	2,500	1 1/2
685	120	1	540	5	24	20	110	6	250	93	6	630	2	96 1/2	2,500	1 1/2

erty which has come into my hand, on account of the Indian Department, during the quarter ending

JOHN BROWN,
U. S. Indian Agent.

[5-155 (a).1]

PROPERTY RETURN

OF
JOHN BROWN, INDIAN AGENT,
For the Third Quarter, 1879,
AT
Grand River Agency, Dakota.

To be made in triplicate: two copies to be forwarded to the Office of Indian Affairs within thirty days after the expiration of the quarter, the other to be retained by the agent.

ABSTRACT OF ARTICLES purchased for Grand River Agency

Date.	Number of voucher.	From whom purchased.	Amount.		If certified vouchers are given, state the amount in this column.		Gross weight of the property on this abstract taken from original invoice.	Axes, broad.	Beef, gross weight.	Bacon.	Bulls.	Coffee.
			Dolls.	Cts.	Dolls.	Cts.						
1879.												
July 10	2	Thomas Johnson	250	00								
July 12	3	Smith, Jones & Co	142	00			12					
July 15	4	A. C. Wilson	375	00						200		400
Aug. 1	6	T. Williams & Co	5	00								
Aug. 2	7	James Black	8	00								
Aug. 4	8	Henry Cox	100	00							3	
Sept. 12	10	John Green	500	00								
Sept. 20		Charles Hall			3,000	00			100,000			
Total purchased during the quarter.....			1,380	00	3,000	00	12	100,000	200	3	400

I certify that the above abstract is correct.

NOTE.—In each purchase where the articles purchased are not delivered at the agency, and transportation is paid thereon by the agent, the total weight of the articles embraced in each invoice must be given and reference made to the voucher showing the payment of the transportation.

Extra leaves should be inserted when necessary and fastened in the center with thread.

during the third quarter, 1879, by John Brown, Indian Agent.

Flour.	Heifers.	Handles, ax.	Ink.	Knives, butcher.	Knives, saddlers'.	Locks, door.	Paper, foolscap.	Shingles.	Shoes, men's.	Stoves, heating.	Sugar.	Soap.	Salt.	Wood.
Lbs.	No.	No.	Qts.	No.	No.	No.	Rms.	M.	Prs.	No.	Lbs.	Lbs.	Lbs.	Cds.
		24		12	6	6			100					
4,000			2				1			10	250	100	100	
	22							10						2
4,000	22	24	2	12	6	6	1	10	100	10	250	100	100	2

JOHN BROWN,
Indian Agent.

transportation is paid thereon by the agent, the total weight of the articles embraced in each invoice must

PROPERTY.

ABSTRACT A.

ARTICLES PURCHASED IN OPEN MARKET BY AGENT

During the Third Quarter, 1879,

BY

JOHN BROWN, INDIAN AGENT,

At Grand River, D. T., Agency.

To be in triplicate: one copy to be retained, two to be sent with the quarterly return of property to the Office of Indian Affairs within thirty days after the expiration of the quarter.
This abstract appertains exclusively to the property return, and is designed to show all the supplies purchased by the agent, whether paid for or not. No vouchers for the purchases accompany this abstract. They are in the cash account.

[5-002.]

(ABSTRACT B TO PROPERTY RETURN.)

ABSTRACT OF ARTICLES received from contractors and by consignment at Grand River Agency, in the quarter ending September 30, 1879, by John Brown, Indian agent.

Date.	From whom received.	In this column state whether bills of lading or receipts were signed for the articles.	Where delivered by consignee.	Number of packages.	Kind of packages.	Gross weight as taken from original invoice.	Beef.*			Here commence alphabetical list.	Blankets, 1½ pt., white.		Blankets, 3¼ pt., blue.		Caps, boys'.	Caps, men's.	Harness, double.	Hats.	Halters.	Overcoats, men's.	Overcoats, boys'.	Pants, men's.	Prints.	Sheeting.	School-house.	
							Head.	Gross.	Net.		Prs.	Prs.	No.	No.												Sets.
1879.																										
July 25	Marsh, Robbins & Co	B. L									100	50											750	500		
Aug. 2	J. H. Cutter & Sons	do											150	200				50	50							
Sept. 10	Stanley Bros. & Co	do																		75	75	100				
Sept. 15	Wheeler & Francis	do																								
Sept. 25	George Proctor	Receipt																							1	
	Total										100	50	150	200	25	50	50	75	75	100	750	500			1	

I certify that the above abstract is correct.

JOHN BROWN,
Indian Agent.

NOTE.—This Abstract will show all property received from contractors and by consignment, for which receipts have been given or bills of lading signed, or whether received for or not, giving, so far as possible, the names of the parties from whom the goods were purchased, each invoice to be taken up separately.

Extra leaves should be inserted when necessary, and fastened in the center with thread.

Arrange the articles in as nearly an alphabetical form as practicable.

* In taking up beef cattle the number of head and gross weight must be shown.

[5-002.]

PROPERTY.

ABSTRACT B.

ARTICLES RECEIVED

FROM

CONTRACTORS AND BY CONSIGNMENT

During the Third Quarter, 1879,

BY

JOHN BROWN, INDIAN AGENT,
At Grand River, D. T., Agency.

To be in triplicate; one copy to be retained by the officer, and two to be sent to the Office of Indian Affairs with the Quarterly Return.
This Abstract must in all cases accompany the Quarterly Return of Property, and if no property has been so received during the quarter a statement to that effect will be indorsed on the face of the Abstract.

[5-003.]

(Abstract C to property return.)

ABSTRACT OF ARTICLES received from various sources during the quarter ending on the 30th day of September, 1879, by John Brown, Indian Agent at Grand River Agency.

5095 R I D—11

Date.	From whence received.	State kind (if any) of acknowledgment given for the articles.	Calves.	Coffins.	Corn.	Pigs.	Oats.	Shoes, horse.	Shoes, mule.	Shoes, men's.	Shoes, women's.	Tables.	Wheat.
			No.	No.	Bush.	No.	Bush.	Lbs.	Lbs.	Pairs.	Pairs.	No.	Bush.
1879.													
Sept. 30	Manufactured in blacksmith shop.....							50	40				
Sept. 30	Manufactured in carpenter shop.....			5						10	6	2	
Sept. 30	Manufactured by shoemaker.....												
Sept. 30	Raised on farm.....				1,000	750							2,500
Sept. 30	Increase in stock.....		6			12							
	Total.....		6	5	1,000	12	750	50	40	10	6	2	2,500

We certify, on honor, that the above is a true exhibit of all articles manufactured, raised on farm, and increase of stock at the Grand River Agency, D. T., in the quarter for which this abstract is rendered.

JOHN SIMMONS, *Blacksmith.*
HENRY FRENCH, *Carpenter.*
EDWARD SIMPSON, *Shoemaker.*
WILLIAM HARVEY, *Farmer.*

I certify that the above abstract is correct.

JOHN BROWN, *Indian Agent.*

NOTE.—This abstract must be submitted with each quarter's returns, and must bear the certificate of each and every employé having charge of any branch of the agency work that it is a true exhibit of all articles manufactured, &c. If no property has been manufactured or received from any outside source, a certificate to that effect, signed by each employé above referred to, as well as by the agent, must appear on the face of the abstract. See sections, 341-343, Regulations Indian Department, 1884. Gains in issues must be taken up at the end of this quarter and certified to as above indicated.

Extra leaves should be inserted when necessary, and fastened in the center with thread. Arrange the articles in alphabetical form.

PROPERTY.

ABSTRACT D.

ARTICLES ISSUED TO INDIANS

DURING THE

Third Quarter, 1879,

BY

JOHN BROWN, INDIAN AGENT,

AT

Grand River Agency, Dakota.

To be in triplicate: one copy to be retained by the officer, two sent with the quarterly return to the Office of Indian Affairs, and to be accompanied by property receipted vouchers.
Police uniforms, hats, and badges can only be dropped on Abstract F.

[Form 1.]

[5-310 (a).]

We, the undersigned, individual Indians and heads of families of the Uncapapa Sioux tribe of Indians, hereby acknowledge to have received from John Brown, U. S. Indian Agent at Grand River Agency, Dakota, the several articles of goods and supplies placed before our respective names, and in the amounts set forth, during the quarter ending September 30, 1879.

Names of articles.							Number.	Number in family.	Date of receipt.	Indian name.	English name.	Signature by mark.	Witness.
Axes, broad.	Blankets, 3½-pt., blue.	Caps, boys'.	Knives, butcher.	Locks, door.	Stoves, heating.								
No.	Prs.	No.	No.	No.	No.								
2	1	2		1	1		1	6	1879.	Wi-ro-pa.....	Walking Elk.....	×	John Simmons. William Harvey. William Harvey. William Harvey. Henry French. Henry French.
1			1				2	8	Aug. 1	Kan-gi-l.....	Crow Mouth.....	×	
	2	3			1		3	9	Sept. 2	Ti-o-he.....	Home Tracks.....	×	
				2			4	11	Sept. 8	Na-pe-si-ca.....	Bad Hand.....	×	
	1				1		5	9	Sept. 9	Ta-sun-ka-si-ca.....	Bad Horse.....	×	
					1		6	9	Sept. 21	Pe-gi-hus-te.....	Lame Grass.....	×	
3	4	5	1	3	4		6	52	Total.				

I hereby certify, on honor, that I have explained to the Indians herein named, and am satisfied that they understand, the nature of the issue, and that I witnessed the delivery of the several articles of annuity goods and supplies in the quantities set forth, to the individuals numbered from one to six, inclusive, on the within voucher, and the signing by each individual of the within receipt therefor.

LOUIS NAPOLEON, *Interpreter.*

Dated Sept. 30, 1879.

We, the undersigned, hereby certify, on honor, that we were present and witnessed the issue by John Brown, U. S. Indian Agent, of the several articles of annuity goods and supplies, in the quantities set forth, to the individuals numbered from one to five, inclusive, on the within voucher, and also witnessed the signing by each individual of the within receipt therefor; and we further declare our entire disinterestedness in the matter.

Witnesses: { JOHN SIMMONS.
 { WILLIAM HARVEY.

Dated September 30, 1879.

I hereby certify, on honor, that I have, on this 30th day of September, 1879, issued all the articles of annuity goods and supplies, in the quantities set forth in the within voucher, and to the within-named Indians, and that labor has been performed upon the reservation by each of the Indians for the benefit of themselves or of the tribe to an amount equal in value to the goods and supplies delivered to each, as required by section 3 of the act of March 3, 1875.

JOHN BROWN,
Indian Agent.

Dated Sept. 30, 1879.

NOTE.—Where Indians, by the written order of the Secretary of the Interior, are excepted from the operation of the provisions of the section of the act above referred to, the clause in the certificate relative to labor performed may be erased by the agent, and a reference made to the date of the order making such exception.

Where it is impossible to have the same two persons witness the entire issue, the voucher should be supported by the statement of two or more prominent agency employes to that fact, and that it presents, to the best of their knowledge and belief, a true exhibit of issues to the parties named therein.

This Voucher to be made in triplicate; one copy retained and two forwarded to Office of Indian Affairs with Property Return. For special directions in making up this voucher see secs. 348 and 349, Regulations Indian Department, 1884.

JOHN BROWN, INDIAN AGENT,
At Grand River Agency, Dakota.
For the quarter ending Sept. 30, 1879.

GOODS AND SUPPLIES

BY

OF

ISSUES TO INDIANS

VOUCHER No. 2.—ABSTRACT D.

FORM 1.—OCCASIONAL ISSUES.

PROPERTY.

[5-310 (a).]

FORM 2.]

We, the undersigned, individual Indians and heads of families of the Uncappapa Sioux tribe of Indians, hereby acknowledge to have received from John Brown, U. S. Indian Agent at Grand River Agency, Dak., the several articles of annuity goods and supplies placed before our respective names, and in the amounts set forth, on the 15th day of September, 1879.

[5-310 (b).]

Blankets, 1½ pt., white.	Hats.	Overcoats, men's.	Prints.	Number in family.	Indian name.	English name.	Witnesses.
1	2	1	30	7	Ce-tan-wa-kin-yan	Thunder Hawk (chief)	Henry French. John Simmons. John Simmons. William Harvey. Henry French.
2	1	1	20	5	He-ya-ka-na-jin	Standing Elk	
1	1	1	15	3	Wa-ha-can-ka-ska	White Shield	
1	2	3	30	6	Hin-was-te	Pretty Hair	
2	2	4	20	4	Wa-kin-yan-te	Blue Thunder	
8	10	7	115	25	Total		
							Mark
							XXXXX

NOTE.—Each signature by mark must be witnessed on the line immediately opposite.

I certify, on honor, that I have explained to the Indians herein named, and am satisfied that they understand, the nature of the issue, and that I witnessed the delivery of the several articles of annuity goods and supplies, in the quantities set forth, to the individuals numbered from one to five, inclusive, on the within voucher, and the signing by each individual of the within receipt therefor.

LOUIS NAPOLEON, *Interpreter.*

Dated September 15, 1879.

We, the undersigned, hereby certify, on honor, that we were present and witnessed the issue by John Brown, U. S. Indian Agent, of the several articles of annuity goods and supplies, in the quantities set forth, to the individuals numbered from one to five, inclusive, on the within voucher, and also witnessed the signing by each individual of the within receipt therefor; and we further declare our entire disinterestedness in the matter.

Witnesses: { JOHN SIMMONS,
WILLIAM HARVEY.

Dated September 15, 1879.

I hereby certify, on honor, that I have this 15th day of September, 1879, issued all the articles of annuity goods and supplies, in the quantities as set forth in the within voucher, and to the within-named Indians, and that labor has been performed upon the reservation by each of the Indians for the benefit of themselves or of the tribe to an amount equal in value to the goods and supplies delivered to each, as required by section 3 of the act of March 3, 1875.

JOHN BROWN,
Indian Agent.

Dated September 15, 1879.

NOTE.—Where Indians by the written order of the Secretary of the Interior are excepted from the operation of the provisions of the section above referred to, the clause in the certificate relative to labor performed may be erased by the agent, and a reference made to the date of the order making such exception.

[5-310.]

[FORM 3.]

We, the undersigned, individual Indians and heads of families of the Uncapapa Sioux tribe of Indians, hereby acknowledge to have received from John Brown, U. S. Indian Agent at Grand River Agency, D. T., the several articles placed before our respective names, and in the amounts set forth, the same having been issued to us as our full allowance for subsistence, for the week commencing July 1, 1879, and ending July 7, 1879.

Rations of—											Number.	Number in family.	Indian name.	English name.	Signature by mark.
Bacon.	Beans.	Beef, gross.	Coffee.	Corn.	Flour.	Salt.	Soda.	Sugar.	Tobacco.						
49	49	49	49	49	49	49	49	49	49	1	7	Ce-tan-wa-kin-yau ..	Thunder Hawk (chief) ..	X	
35	35	35	35	35	35	35	35	35	35	2	3	He-ra-ka-na-jin	Standing Elk	X	
21	21	21	21	21	21	21	21	21	21	3	3	Wa-ha-can-ka-ska	White Shield	X	
42	42	42	42	42	42	42	42	42	42	4	6	Hin-was-te	Pretty Hair	X	
28	28	28	28	28	28	28	28	28	28	3	4	Wa-kin-yan-to	Blue Thunder	X	
70	70	70	70	70	70	70	70	70	70	6	10	Wi-ro-pa	Walking Elk	X	
63	63	63	63	63	63	63	63	63	63	7	9	Pe-gi-hus-te	Lame Grass	X	
56	56	56	56	56	56	56	56	56	56	8	8	Zint-ka-la-sa-pa	Black Bird	X	
63	63	63	63	63	63	63	63	63	63	9	9	Ta-sun-ka-si-ca	Bad Horse	X	
77	77	77	77	77	77	77	77	77	77	10	11	Ma-to-wa-tak-pe	Rushing Bear	X	
56	56	56	56	56	56	56	56	56	56	11	8	Kan-gi-i	Crow Mouth	X	
77	77	77	77	77	77	77	77	77	77	12	11	Na-pe-si-ca	Bad Hand	X	
63	63	63	63	63	63	63	63	63	63	13	9	Ti-o-he	Home Tracks	X	
700	700	700	700	700	700	700	700	700	700	Total number of rations.			
70	21	2100	28	350	350	14	7	56	3½	Total number of pounds.			

[5-310 (b).]

PROPERTY.

FORM 2.—GENERAL ISSUES.

VOUCHER No. 3.—ABSTRACT D.

ISSUES TO INDIANS

During the Third Quarter, 1879.

OF

ANNUITY GOODS AND SUPPLIES

BY

JOHN BROWN,

Indian Agent at Grand River Agency, Dak.

Dated September 15, 1879.

This voucher to be made in triplicate; one copy retained and two forwarded to Office of Indian Affairs with Property Return for Indian. For special directions in making up this voucher see secs 345 and 349, Regulations Indian Department, 1864.

I hereby certify, on honor, that I have explained to the Indians herein named, and am satisfied that they understand the nature of the issue, and that I witnessed the delivery of the several articles, in the quantities set forth, to the individuals numbered from one to thirteen, inclusive, on the within voucher, and the signing by each individual of the within receipt therefor.

Dated July 1, 1879.

LOUIS NAPOLEON, *Interpreter.*

We, the undersigned, hereby certify, on honor, that we were present and witnessed the issue by John Brown, U. S. Indian Agent, of the several articles, in the quantities set forth, to the individuals numbered from one to thirteen, inclusive, on the within voucher, and also witnessed the signing by each individual of the within receipt therefor; that the articles issued were weighed in our presence, and that the rations as stated in each case are correct; that the aggregate quantity of each article delivered and received for in our presence is the true amount of the ration as established in the table herewith annexed, and was of* bacon, seventy (70) pounds; beans, twenty-one (21) pounds; beef, twenty-one hundred (2,100) pounds; coffee, twenty-eight (28) pounds; corn, three hundred and fifty (350) pounds; flour, three hundred and fifty (350) pounds; salt, fourteen (14) pounds; soda, seven (7) pounds; sugar, fifty-six (56) pounds; tobacco, three and one-half (3½) pounds; and we further declare our disinterestedness in the matter.

Dated July 1, 1879.

Witnesses: { HENRY FRENCH.
 { WILLIAM HARVEY.

I hereby certify, on honor, that I have, this 1st day of July, 1879, issued all the articles, in the quantities as set forth in the within voucher, to the within-named Indians, and that labor has been performed upon the reservation by each of the Indians, for the benefit of themselves or of the tribe, to an amount equal in value to the supplies delivered to each, as required by section 3 of the act of March 3, 1875.

Dated July 1, 1879.

JOHN BROWN, *Indian Agent.*

* Here insert number of pounds of each article issued, in words and figures.

NOTE.—Where Indians, by the written order of the Secretary of the Interior, are excepted from the operation of the provisions of the section of the act above referred to, the clause in the certificate relative to labor performed may be erased by the agent, and a reference made to the date of the order making such exception.

TABLE OF QUANTITY ALLOWED TO 100 RATIONS.

Name of article.	Lbs.	Name of article.	Lbs.	Name of article.	Lbs.	Name of article.	Lbs.	Name of article.	Lbs.
Bacon	10	Beef (net) ..	150	Corn	50	Salt	2	Sugar	8
Beans	3	Coffee	4	Flour	50	Soda	1	Tobacco	3½

This voucher is to be made in triplicate: one copy to be retained and two forwarded to Office of Indian Affairs with Property Return.

Indian Agent at Grand River Agency,
For the week ending July 7, 1879.

JOHN BROWN,

BY

ISSUES TO INDIANS

PROPERTY RETURN.

VOUCHER No. 1.—ABSTRACT D.
(1 Sheet, No. 1)

TO

[5-005.]

(Abstract E to Property Return.)

ABSTRACT OF ARTICLES sold to employes, at Grand River Agency, in the quarter ending on the 30th day of September, 1879, by John Brown, Indian Agent.

Date.	To whom sold.	Names of articles.													
		Cost.		Bacon.		Beef, net.		Coffee.		Flour.		Sugar.		Salt.	
		\$	c.	\$	c.	\$	c.	\$	c.	\$	c.	\$	c.		
		Invoice price.													
		Transportation.													
		Total cost													
		Amount due.		Lbs.	Lbs.	Lbs.	Lbs.	Lbs.	Lbs.	Lbs.	Lbs.	Lbs.	Lbs.		
1879.		\$	c.												
Sept. 30	John Brown, agent	47	52	30	414	12	270	24	6						
Sept. 30	John Simmons	51	68	20	276	8	180	16	4						
Sept. 30	Henry French	15	84	10	138	4	90	8	2						
Sept. 30	Edward Simpson	15	84	10	138	4	90	8	2						
Sept. 30	William Harvey	15	84	10	138	4	90	8	2						
	Total	126	72	80	*1,104	32	720	64	16						

*1,104 lbs. beef net = 2,208 lbs. gross.

I solemnly swear that this abstract embraces all the supplies sold to employes during the quarter ending September 30, 1879, and none have received any goods or supplies whatever from those purchased for the Indians of this Agency, except the quantities enumerated on this abstract.

JOHN BROWN,
U. S. Indian Agent.

Subscribed and sworn to before me, at Fort Grant, D. T., this 30th day of September, 1879.

EUGENE KNOX,
Notary Public.

[NOTARIAL SEAL.]

We, the undersigned, each for himself, do solemnly swear that we have not bought, received, or used any goods or supplies whatever from those purchased by the Government for this Agency during the quarter ending September 30, 1879, except as shown upon this abstract: †

EDWARD SIMPSON.
JOHN SIMMONS.
HENRY FRENCH.
WILLIAM HARVEY.

Sworn and subscribed to before me this 30th day of September, 1879.

JOHN BROWN,
Indian Agent.

Section 380 requires the amount of money received from employes to be deposited to the credit of the United States under the head of Miscellaneous Receipts, and the proper entry to be made on the Account Current for the quarter.

NOTE.—All articles embraced in this abstract must be arranged in alphabetical form.

Where an agent has been authorized to certify, he will erase the words "solemnly swear" and insert the words "certify on honor," and will attach a copy of his authority to the abstract.

NOTE.—Only articles of subsistence can be sold to employes, and the invoice price must be stated in each case, with transportation added.

† If none have been so received, strike out to the end, commencing with "except." The agent will certify that these words were stricken out before the affidavit was made.

PROPERTY.

ABSTRACT E.

ARTICLES SOLD TO EMPLOYEES,

During the Third Quarter, 1879,

BY

JOHN BROWN, INDIAN AGENT,

AT

Grand River Agency, Dakota.

To be made in triplicate: one copy to be retained by the agent, and two to be sent with quarterly return to Office of Indian Affairs.
This abstract must accompany all accounts and must be supported by the affidavits of the agent and employes, as required by section 382 of Regulations Indian Department, 1894, whether sales have been made or not.

[5-006 (a).]

(ABSTRACT F TO PROPERTY RETURN.)

ABSTRACT OF ARTICLES expended, &c., in the public service at Grand River Agency, Dakota, during the quarter ending September 30, 1879.

Date.	Number of voucher.	Manner of expenditure.	Bolts, carriage.		Coal, Blossburg.	Felloes.	Horses.	Iron, flat.		Ink.	Mules.	Pens.	Pencils, lead.		Paper, foolscap.	Shoes, horse.		Shoes, mule.	Shingles.	Wool.	
			Lbs.	Lbs.				No.	No.				Lbs.	Qts.		No.	Gross.				No.
1879.																					
Sept. 30	1	In office																			
Sept. 30	2	In blacksmith shop	4	50		6		10		4		4	6	4	26	20				4	
Sept. 30	3	By carpenter																		5	
Sept. 25	4	Sold					1														
Sept. 20	5	Died					1														
		Total	4	50		6	2	10		4	2	4	6	4	26	20			5	4	

I certify that the above abstract is correct.

JOHN BROWN, Indian Agent.

Extra leaves may be inserted when necessary, to be fastened in center with thread.

Arrange the articles in alphabetical order.

NOTE.—Public property which is complete in itself, and is not material purchased for manufacture or repairs, cannot be expended upon certificates of agents or agency employes, and such disposition of public property will not be allowed in the future settlements of agents' accounts.

Property borne on your returns that you may consider of no further use for agency purposes must be carefully put to one side, and when the accumulation of the same shall so justify, you will transmit a schedule of the property in question to this office, with the request that you may convene a board of survey upon it to determine its condition, value, etc., when proper instructions will be sent you by this office.

PROPERTY.

ABSTRACT F.

ARTICLES EXPENDED, &c.

JOHN BROWN, INDIAN AGENT,

AT

GRAND RIVER AGENCY, D. T.,

During the Third Quarter, 1879.

To be made in triplicate: one copy retained by agent, two sent with Quarterly Return to the Office of Indian Affairs. The vouchers to this abstract will have to be made by the agent as occasion requires. All articles expended in the service at the agency must be shown hereon, and arranged in alphabetical order.

Police uniforms, hats, and badges cannot be dropped until worn out and worthless, which fact must be certified to by two disinterested witnesses and the chief of police.

VOUCHER 2, ABSTRACT F.

ARTICLES EXPENDED, &c., in the public service at Grand River Agency, Dak., during the quarter ending September 30, 1879.

	Quantity.	Articles.	Manner of expenditure.
1	4 pounds.....	Carriage-bolts	Used in repairing agency wagons.
2	50 pounds.....	Blossburg coal.....	Used in forge.
3	6.....	Felloes	Used in repairing Indian wagons.
4	10 pounds.....	Iron, flat.....	Used in repairing agricultural implements.
5	26 pounds.....	Shoes, horse.....	Used in shoeing agency horses.
6	20 pounds.....	Shoes, mule.....	Used in shoeing agency mules.
7			
8			
9			:
10			:
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			

GRAND RIVER AGENCY, D. T.,
September 30, 1879.

I hereby certify, on honor, that the articles specified herein, on lines numbered from 1 to 6, were necessarily expended at this agency, and embrace all Government property whatsoever expended under my supervision during the quarter ending September 30, 1879, and in the manner specified on this voucher.

JOHN SIMMONS,
Blacksmith.

I hereby certify, on honor, that the foregoing certificate is correct and just, and that the articles mentioned herein were necessarily expended in the manner stated during the quarter ending September 30, 1879.

JOHN BROWN,
U. S. Indian Agent.

GRAND RIVER AGENCY, D. T.
September 30, 1879.

[5-315 (a).]

ACCOUNT OF SALES of articles of public property sold at public auction at Grand River Agency, D. T., under the direction of John Brown, U. S. Indian Agent, on the 25th day of September, 1879.

Number or quantity.	Articles.	Purchaser.	Rate.	Amount.
1	Horse.....	Louis Burns.....	\$40 00	\$40 00
2	Mules.....	do.....	20 00	40 00
Total.....				80 00

I certify that the above account of sales is accurate and just.

BENJAMIN DAY,
Auctioneer.

Date, September 25, 1879.

I certify that the above enumerated articles were sold at public auction as above stated, pursuant to letter of instruction from the Indian Office of August 1, 1879, and in accordance with the findings of a board of survey convened August 20, 1879, copy of findings hereto attached, and that the gross amount received therefrom has been taken up on my account-current for the 3d quarter, 1879, and deposited to the credit of the United States in accordance with section 3617, Revised Statutes.

JOHN BROWN,
U. S. Indian Agent.

Date, September 25, 1879.

[5-315 (a).]

VOUCHER No. 4—ABSTRACT F,

TO

PROPERTY RETURN.

ACCOUNT OF SALES OF PUBLIC PROPERTY

UNDER INSTRUCTIONS

Dated September 25, 1879.

BY

JOHN BROWN, INDIAN AGENT.

AT

Grand River Agency, D. T.

This voucher to be made in triplicate; one copy retained, and two forwarded to Office of Indian Affairs with Property Return.

5095 R I D—12

[5-316.]

PROPERTY.

VOUCHER No. 2, ABSTRACT F.

Third Quarter, 1879,

AT THE

GRAND RIVER AGENCY, D. T.

JOHN BROWN, U. S. INDIAN AGENT.

To be made in triplicate: one copy to be retained by agent; two to be sent with quarterly returns to the Office of Indian Affairs. (See section 355, Regulations Indian Department, 1884.)

GRAND RIVER AGENCY, D. T.,
September 30, 1879.

We solemnly swear that one horse belonging to the Grand River Agency, D. T., died on the morning of September 20, 1879, of lung fever, and that such death occurred through no negligence or want of foresight on the part of the agent or any of the employes, but that all proper care and attention were exercised by the farmer in the treatment of the disease, but without effect; and we declare our entire disinterestedness in the matter.

JOHN SIMMONS,
HENRY FRENCH.

Subscribed and sworn to before me at Grand River Agency, D. T., this 30th day of September, 1879
JOHN BROWN,
U. S. Indian Agent.

I certify on honor that the facts as stated in the foregoing affidavit are true and correct.

JOHN BROWN
U. S. Indian Agent.

GRAND RIVER AGENCY, D. T.,
September 30, 1879.

[5-315.]

GRAND RIVER (D. T.) AGENCY, October 18, 1879.

To the U. S. INDIAN AGENT:

Please deliver the following supplies, for subsistence of forty scholars at the Grand River boarding-school, at this agency, during the week ending October 25, 1879.

JAMES GORDON,
Principal Teacher.

Total number of rations, 280.

Number of pounds.	Articles.	Number of pounds.	Articles.
1½	Baking-powder.....	40	Pork
20	Beans	10	Salt
240	Beef	10	Soap
10	Coffee	24	Sugar
100	Corn meal.....	Gallons, 2	Sirup.....
20	Dried fruit.....	1	Tea
200	Flour	Quarts, 2	Vinegar.....

Received of John Brown, U. S. Indian Agent, the above-named supplies for subsistence of Indian scholars at the Grand River boarding-school, at Grand River (D. T.) Agency.

JAMES GORDON,
Principal Teacher.

I hereby certify, on honor, that I have, this 18th day of October, 1879, issued all the articles named in this voucher to the above-named school.

JOHN BROWN,
U. S. Indian Agent.

NOTE.—The supplies drawn upon this requisition are for the use of the pupils exclusively. There is no special objection to the cooking of the supplies purchased by the employes of the schools by the same cooks at the same time with those of the school children, nor to their being served at the same table.

PROPERTY.

VOUCHER No. 5.—ABSTRACT F.

Third Quarter, 1879.

GRAND RIVER AGENCY, D. T.

JOHN BROWN, U. S. INDIAN AGENT.

UNITED STATES INDIAN SERVICE.

RETURN OF MEDICAL PROPERTY

At Grand River United States Indian Agency, Dakota, for the quarter ending September 30, 1879.

JOHN BROWN, *Agent.*

PHILIP WHARTON, *Physician.*

Articles and quantities.	On hand at last return.	Received from—			Expended.		Remaining on hand.
		Total to be accounted for.	With sick.	Otherwise.*			
MEDICINES.							
Acid, acetic, in 4-oz. g. s. bottles	4			4	2		2
Acid, carbolic, for disinfection, in 1-lb. bottles, 95 per cent	2			2	2		1 1/2
Acid, carbolic, pure, crystallized, in 4-oz. g. s. bottles							
Acid, citric, in 8-oz. bottles	16			16			16
Acid, muriatic, in 8-oz. g. s. bottles	4			4	1		3
Acid, nitric, in 4-oz. g. s. bottles	4			4			4
Acid, sulphuric, in 4-oz. g. s. bottles							
Acid, sulphuric, aromatic, in 8-oz. g. s. bottles	8			8	3		5
Acid, tannic, in 1-oz. bottles							
Acid, tartare powdered, in 8-oz. bottles	12			12			12
Alcohol, in 32-oz. bottles	3			3	1		2
Aloes, powdered, in 2-oz. bottles							
Alumina and potassa, sulphate of (alum), in 4-oz. bottles							
Ammonia, aromatic spirits of, in 4-oz. g. s. bot. do.	10			10			10
Ammonia, carbonate of, in 8-oz. bottles							
Ammonia, muriate of, in 8-oz. bottles							
Ammonia, solution of, in 8-oz. g. s. bottles	12			12	4		8

I certify that the foregoing statement exhibits the true condition of medical property at this agency, to the best of my knowledge and belief.

PHILIP WHARTON,
Agency Physician.

Examined, approved, and respectfully forwarded.

JOHN BROWN,
United States Indian Agent.

OCTOBER 10, 1879.

*Whenever any articles are expended otherwise than "with sick" a certificate must accompany the return, stating opposite each article the manner in which it was expended.

PROPERTY.

ABSTRACT F.

ISSUES

GRAND RIVER BOARDING-SCHOOL,

JOHN BROWN, U. S. INDIAN AGENT,

AT

Grand River (D. T.) Agency,

During the Fourth Quarter, 1879.

Date of Requisition, October 18, 1879.

TO 140 RATIONS.

Flour.....	150	pounds or
Flour.....	100	and
Corn meal.....	50	or
Beef.....	140	and
Beef.....	120	
Pork or bacon.....	20	
Coffee.....	5	
Tea.....	5	
Sugar.....	12 1/2	
Beans, rice, or hominy.....	10	
Dried fruit, peaches, apples, &c.....	10	
Sirup or molasses.....	1	gallon.
Vinegar.....	1	quart.
Salt.....	15	pounds.
Soap.....	5	
Baking-powder.....	5	

NOTE.—Butter, eggs, milk, garden vegetables, &c., raised or produced on the farms attached to the schools, may be used in addition to the above.

For any number of pupils above twenty or less, and for any number of days more or less than a week, a proportionate quantity of each article, according to this table, will be used.

The agent will drop the articles from his Property Return and file with the return this receipted requisition as his voucher.

The ration above named is a maximum, which should be reduced whenever practicable. Any small increase that the agent may desire to make in any of the articles comprising the ration, as a substitute for any other article or articles thereof not needed and not used, or that may be decreased as to quantity issued, will be allowed, provided a full explanation of such action on the part of the agent shall accompany the vouchers for such issues, together with a satisfactory statement showing that the amount actually issued does not exceed in value that allowed in the established ration.

To be made out in triplicate: One copy retained and two forwarded to Office of Indian Affairs with Property Return.

[5-155 (a).1]

RETURN
OF
MEDICAL PROPERTY
FOR THE

Quarter ending September 30, 1879,

AT

GRAND RIVER AGENCY, D. T.
JOHN BROWN, AGENT.
PHILIP WHARFON, PHYSICIAN.

Forwarded _____
Received at Indian Office _____
Registered _____

STATEMENT giving the number and description of buildings belonging to the United States, and used for the benefit of the Indian service on Sionx Reservation, belonging to the Grand River Agency, in the State or Territory of Dakota.

Buildings, No. of.	Name of building, and purpose for which used.	Dimensions.	Nature of construction.				Style of finish.				Rooms, No. of.	Height, No. of stories.	Doors, No. of.	Windows, No. of.	Stones, No. of, run.	Saws, No. of.	Distance from agency.	On what reservation.	When erected.	Cost of construction.	State of repair.	Present value.
			Adobe.	Stone.	Frame.	Logs.	Wood-work, painted inside and out.	Dressed clapboard.	Logs, round.	Logs, hewn.												
1	Dwelling, agents	20 x 30	X	X	6	2	12	12	1873	\$2,000	Good..	\$1,500	
1	Storehouse	30 x 40	2	1	2	1875	500	do ..	500	
1	Mill	25 x 40	2	2	2	1875	5,000	do ..	4,000	

I hereby certify, on honor, that the above statement is correct.

Dated September 30, 1879.

JOHN BROWN,
U. S. Indian Agent.

NOTE.—In filling out this blank the agent will give, under the different heads above designated, a full description of each building owned by the Government and used for the benefit of the Indian service on the reservations under his charge. Houses permanently occupied by Indian families need not be described on this blank. This statement must be made out in triplicate once during each year, one copy to be retained in the agent's office, and the other two copies to be forwarded to the Indian Office with his property return for the first quarter ending March 31 of each year.

DESCRIPTIVE STATEMENT
OF
GOVERNMENT BUILDINGS
BELONGING TO THE
GRAND RIVER AGENCY,
September 30, 1879.

[5-250.]

SUPPLIES received, issued, and remaining on hand at Grand River Agency, Dakota, for the week ending Saturday, October 18, 1879.

	Bacon.	Baking-powder.	Beans.	Beef cattle, gross.		Beef net.	Coffee.	Corn.	Flour.	Hard bread.	Lard.	Mess beef.	Mess pork.	Pemmican.	Rice.	Salt.	Soap.	Soda.	Sugar.	Tea.	Tobacco.
	Pounds.	Pounds.	Pounds.	Head, No.	Weight, pounds.	Pounds.	Pounds.	Pounds.	Pounds.	Pounds.	Pounds.	Pounds.	Pounds.	Pounds.	Pounds.	Pounds.	Pounds.	Pounds.	Pounds.	Pounds.	Pounds.
On hand per last report	1,476	362	580	60	53,685	1,956	22,650	83,269	8,320	286	578	366	3,374	61	387
Received during the week	2,000	250	2,217	500
Total	3,576	362	580	60	53,685	2,206	22,650	85,486	8,320	286	578	366	3,874	61	387
Issued during week	151	8	45	5	4,536	60	706	706	30	30	30	120	8
Balance on hand	3,325	354	535	55	49,149	2,146	21,944	84,780	8,320	286	548	36	3,754	61	379

* Gained in issues.

Number of heads of families to whom supplies were issued during week 36
 Number of Indians to whom supplies were issued during week 216
 Number of rations issued during week 1,512

I certify the foregoing report to be correct.

JOHN BROWN,
U. S. Indian Agent.

GRAND RIVER, D. T., AGENCY,

October 18, 1879.

JOHN BROWN, AGENT.

SUPPLY REPORT

FOR THE

Week ending October 18, 1879.

[5-240.]

DESCRIPTIVE STATEMENT of proposed changes in employes at Grand River Agency, Dakota, submitted July 19, 1879, by John Brown, U. S. Indian Agent.

NOMINATED:		Sex.	Race.	Age.	Single or married.	Position or occupation.	Previous occupation.	Birthplace.	Residence.	Where employed.	For what tribes employed.	Date of commencing service.	Compensation.	Remarks.
Frank Gardiner.....		M.	W.	28	S	Herder.....	Laborer.....	Vermont.....	Iowa..	Grand River Agency.	Unkapapa Sioux.	July 19	\$300 00	
RELIEVED:		Sex.	Race.	Age.	Single or married.	Position or occupation.	Resigned or discharged.	Cause.				Date of terminating service.	Compensation.	Remarks.
Caleb Plummer.....		M.	W.	32	M.	Herder.....	Discharged...	Neglect of duty ..				July 18	\$300 00	Discharged in the evening.

To the Hon. Commissioner of Indian Affairs,
Washington, D. C.:

Sir: In compliance with sec. III, Rules and Regulations for the government of the Indian police service, I forward herewith a Descriptive Statement of certain changes in the police force at this Agency which I propose to make, subject to your approval.

JOHN BROWN,
U. S. Indian Agent.

GRAND RIVER AGENCY, DAKOTA,
October 1, 1879.

Registered. See sec. 577 Regulations Indian Department, 1884.

REPORTS CHANGES IN THE U. S.
INDIAN POLICE SERVICE.

JOHN BROWN, U. S. INDIAN AGENT.

October 1, 1879.

DAKOTA,

GRAND RIVER AGENCY,

[5-245.]

[5-249.]

MONTHLY REPORT of (1) boarding-school under supervision of (2) Catholic Church, under contract with the Indian Office, supported by (3) the Government, located at (4) one mile from agency, for the month ending October 31, 1879.

Names of employes in the school or with the children during the month.	Salaries.	Nature of service rendered.	Total number of full days' service rendered in this capacity during month.	How subsisted. (By Government rations, at personal expense, or under school contract.)
	<i>Per month.</i>			
James Gordon	\$100	Superintendent or principal teacher	31	At expense of contractor.
Emily Bennett	60	Assistant teacher	25	Do.
Mary Green	60	Assistant teacher	27	Do.
James Burnell	75	Industrial teacher	31	Do.
Jane Gordon	50	Matron	31	Do.
Anna Harris	30	Assistant matron	31	Do.
Ellen Harvey	25	Seamstress	26	Do.
Rachel White Thunder	25	Laundress	21	Do.
Margaret Stone	15	Cook	31	Do.

Number of boarding pupils whom the school will accommodate, 75.

Number of day scholars, in addition to boarding pupils, who can be accommodated, 25.

Names of tribes on reservation or within jurisdiction of this agency. (Opposite the name of each tribe place the statistics of the children of the tribe under the printed headings.) (5)	Attendance and status of children of proper ages for school during month.										Number children in school taught English who—							
	On reservation or adjacent to school.		Total number attending school during month.		Boarding-schoolers, average attendance during month.		Day-scholars, not boarders, average attendance during month.		Read in the vernacular of their tribe.		Read and write English understandingly.		Work in first four rules of arithmetic.		Were advanced to higher grade during month.			
	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.	M.	F.		
Uncapapa Sioux	65	60	12	7	8	7	1	3	0	0	2	3	1	1	1	1		
Blackfeet Sioux	80	95	16	15	14	9	2	4	0	0	5	4	3	1	2	1		
Half-breeds			2	2	1	1	2	3			1	1	1	1				
White persons								1			1		1					
Total	145	155	30	24	23	17	5	11	0	0	8	9	5	5	1	1		

1. State whether industrial, boarding, or day school, with name or title. 2. State whether the school is conducted under supervision of agent or of some religious society, naming the society. 3. State whether supported by Government or by tribal funds set apart by tribe for school purposes, or in whole or in part, by some religious society. 4. State whether at agency, or what distance and direction therefrom. 5. Give actual numbers; but if this is impossible, state approximately, and write "app." over the figures. Teachers are required to keep the schools open five days in each week, reasonable and usual vacations excepted, and except for other unavoidable causes, which must be stated in the report.

Daily hours of school during month from 9 a. m. to 4 p. m.
 Daily hours of manual-labor exercises during month—boys 7 to 9 a. m., 4 to 5.30 p. m.
 Daily hours of manual-labor exercises during month—girls 6 to 8.30 a. m., 5 to 7 p. m.
 Number of days on which school was held during month 23.

TEXT BOOKS USED.

Sander's First and Second Readers and Speller, McGuffey's Primary Geography, and Ray's First Lessons in Arithmetic.

DESCRIPTION OF MANUAL LABOR TAUGHT DURING MONTH TO BOYS.

Chopping wood, hauling water, caring for animals, working in farm and garden.

DESCRIPTION OF MANUAL LABOR TAUGHT DURING MONTH TO GIRLS.

Sewing, mending, laundry and chamber work, cooking, and other household duties. Also dairy work.

Number of Indian children withdrawn or run away during month 3
 Number of Indian children who had run away or been withdrawn and were returned during month 6
 Number of new scholars added during month 5

INSTRUCTIONS TO TEACHERS AND AGENTS.—The principal of each school must prepare this report in duplicate at the close of each month. It must embrace all the data for which spaces are provided. The following certificate must then be signed, and one copy handed to the agent and one forwarded to the Commissioner of Indian Affairs. During vacation or the temporary suspension of a school, the report, stating such condition, should be made and forwarded each month as well as when the school is in actual operation.

REMARKS.

[Under the head of Remarks should be stated additional facts similar to those called for on preceding page, and whatever else can practically illustrate the condition and growth of the school and the public sentiment of the tribes concerning it. Brief, practicable, and well-considered suggestions for the increase of its efficiency are invited. Also state what evening exercises are prescribed and recreation provided for the pupils, and how they spend their Saturdays and Sundays. Give also the ordinary bill of fare for the pupils during the month.]

The children were withdrawn on account of sickness. Three who ran away last month were returned by the Indian police. The experiment in sorghum raised on the school-farm is a success, and all the sirup needed in the school during the coming year will thus be supplied. Most of the crops are yielding well, and the boys have worked faithfully in cultivating and harvesting the same. The girls are making progress in dress-making, and three have learned to make good butter. The deportment and progress in the school room is satisfactory. More scholars could be received if additional room were provided. More blackboards, maps, and a globe are greatly needed.

CERTIFICATE OF TEACHER.

I hereby certify, on honor, that the foregoing statement of boarding-school at Grand River Agency truly sets forth the number of employes and children in each relation specified, the hours of instruction, and the number of days the school has been in session during the month ending October 31, and that the information herein conveyed is correct.

JAMES GORDON, *Teacher.*

OCTOBER 31, 1879.

CERTIFICATE OF U. S. INDIAN AGENT.

The foregoing exhibit of the boarding-school at this agency has been examined by me and found correct.

JOHN BROWN,
U. S. Indian Agent.

NOVEMBER 1, 1879.

Received Office Indian Affairs _____, 18__.

Located at Grand River Agency, Dakota.

Grand River Boarding-School.

JAMES GORDON, TEACHER.

JOHN BROWN, AGENT.

GRAND RIVER AGENCY.

Month of October, 1879.

FOR

MONTHLY SCHOOL REPORT

[5-249.]

[5-092.]

ESTIMATE OF FUNDS required for the Indian service at Grand River Agency, D. T., for the fourth quarter, 1879, by John Brown, United States Indian Agent.

Heads and subheads of appropriations.	Objects for which funds are required.	Amount of estimate.	Amount on hand.	Objects for which funds on hand will be needed.
Fulfilling treaty with Sioux of different tribes, including Santee Sioux of Nebraska, 1880; Pay of employes.....	Pay of blacksmith, fourth quarter, 1879 Pay of shoemaker, fourth quarter, 1879 Pay of farmer, fourth quarter, 1879 Pay of carpenter, fourth quarter, 1879 Pay of physician, third and fourth quarters, 1879 Pay of herder, fourth quarter, 1879	\$200 00 187 50 225 00 200 00 500 00 75 00	\$28 75	Applicable to pay of employes for fourth quarter, 1879.
Beneficial objects Pay of Indian agents, 1880 Pay of interpreters, 1880 Pay of Indian police, 1880	For purchase of 20 wagons, under authority of letter from Indian Office of September 13, 1879. Pay of agent, fourth quarter, 1879 Pay of interpreter, fourth quarter, 1879 For pay of 1 sergeant and 3 privates, at \$5 per month, for fourth quarter, 1879.	1,000 00 400 00 75 00 60 00	608 00	\$208.00 of funds on hand required to make final payment on school-house.

NOTE.—The objects for which funds are required, and for which funds on hand will be needed, must be specifically stated.

 GRAND RIVER AGENCY, DAKOTA.

ESTIMATE OF FUNDS

FOR THE
Fourth Quarter, 1879.

 JOHN BROWN, U. S. INDIAN AGENT.

WEEKLY STATEMENT OF PUBLIC FUNDS.

GRAND RIVER AGENCY, DAKOTA,
October 20, 1879.

To the Commissioner of Indian Affairs:

I have the honor to report my balance of public funds on deposit and on hand at the close of the week ending Saturday, October 18, 1879, as follows:

Deposited with the First National Bank, Yankton, D. T.....	\$2,695 00
Fulfilling treaty with Sioux of different tribes, &c., 1880.....	\$2,160 00
Pay of Indian agents, 1880	400 00
Pay of interpreters, 1880	75 00
Pay of Indian police, 1880	60 00
In hand incidental expenses Indian service in Dakota, 1880	137 60
Total amount	2,832 60

Very respectfully, your obedient servant,

JOHN BROWN,
U. S. Indian Agent.

Remarks: _____

NOTE.—Funds in transitu will not be reported by disbursing officers on this statement until notice shall have been received from the depository that moneys have been placed to their credit.

[5-301.]

MONTHLY STATEMENT OF PUBLIC FUNDS.

GRAND RIVER AGENCY, DAKOTA,
November 1, 1879.

To the Commissioner of Indian Affairs:

I have the honor to report my balance of public funds on deposit and in hand at the close of the month ending October 31, 1879, as follows:

Deposited with the First National Bank of Yankton, D. T.	\$3,461 25
Fulfilling treaty with Sioux of different tribes, &c., 1880.	\$2,926 25
Pay of Indian agents, 1880	400 00
Pay of interpreters, 1880	75 00
Pay of Indian police, 1880	60 00
In hand incidental expenses Indian service in Dakota, 1880	316 00

Total amount 3,777 25

Very respectfully, your obedient servant,

JOHN BROWN,
U. S. Indian Agent.

REMARKS: The funds retained in hand as above are required to pay incidental expenses at the agency, and for Indian labor.

NOTE.—Funds in transitu will not be reported by disbursing officers on this statement until notice shall have been received from the depository that moneys have been placed to their credit.

This statement must be promptly forwarded to the Office of Indian Affairs on the first day of each month.

Letters of transmittal are not required in such cases.

[5-300.]

GRAND RIVER, D. T., AGENCY,

October 20, 1879.

JOHN BROWN, AGENT.

FIRST INDORSEMENT.

DEPARTMENT OF THE INTERIOR,
OFFICE OF INDIAN AFFAIRS,
_____, 187-.

SECOND INDORSEMENT.

UNITED STATES TREASURY,
_____, 187-.

WEEKLY STATEMENT
OF
PUBLIC FUNDS
FOR THE

Respectfully referred to the Treasurer U. S., with the request that this office may be furnished with a statement of the amount on deposit to the credit of _____, U. S. Indian agent, with the within-designated depositories, as per their reports for the week ending _____, 187-.

Respectfully returned to the Commissioner of Indian Affairs.
It appears from the reports for the week ending _____, 187- that _____, U. S. Indian agent, had on deposit the following sums:

Week ending Saturday, October 18, 1879.

Total amount, \$2,882.60

Chief Accounts Division.

For Treasurer U. S.

[5-097 (a).]

Number or quantity required during the period estimated for.	ARTICLES. (To be arranged alphabetically, as on property return.)	Estimated cost.	REMARKS. (See note on face of estimate.)
1	Drill, blacksmith's	\$30 00	The nails in the within estimate are needed for repairs of agency buildings and Indian houses.
10 dozen	Forks, hay, 4-tined, at \$6	60 00	
5	Machines, mowing, Buckeye, at \$75	375 00	The blacksmith's drill, tire setter, and tire-shrinker are required on account of the blacksmith shop never having been furnished with the same.
5	Machines, reaping, Buckeye, at \$100	500 00	
2	Machines, thrashing, McCormick's 10-horse power, at \$500	1,000 00	The old agency scale became broken and useless and was disposed of at public sale last June; hence the necessity for a new one.
10 kegs	Nails, 6d, at 3c	30 00	
10 kegs	Nails, 8d, at 3c	30 00	The agricultural implements are needed to carry out the views of the Hon. Commissioner of Indian Affairs regarding increased facilities to be afforded Indians to learn to labor for their own support.
10 kegs	Nails, 10d, at 3c	30 00	
19 kegs	Nails, 12d, at 3c	30 00	
4 dozen	Picks, at \$6.25	25 00	
10	Plows, breaking, 14-inch, at \$15	150 00	
50	Plows, 9-inch, at \$8	400 00	
5	Rakes, sulky, at \$30	150 00	
1	Scale, hay and cattle, 5 tons	150 00	
10 dozen	Scythes, at \$7.50	75 00	
10 dozen	Scythe-snaths, at \$6	60 00	
10 dozen	Shovels, long-handled, at \$8	80 00	
10 dozen	Spades, long-handled, at \$8	80 00	
1	Tire-setter	25 00	
1	Tire-shrinker	20 00	
Total		3,300 00	

I certify that the above estimate is correct, and that the articles specified are requisite for the public service, rendered so by the circumstances set forth in the above remarks.

JOHN BROWN,
U. S. Indian Agent.

GRAND RIVER, D. T., AGENCY.
Date: October 25, 1879.

[5-301.]

GRAND RIVER, D. T., AGENCY.

November 1, 1879.

JOHN BROWN, AGENT.

MONTHLY STATEMENT

OF

PUBLIC FUNDS

FOR THE

Month ending October 31, 1879.

Total amount, \$3,777.25.

FIRST INDORSEMENT.

DEPARTMENT OF THE INTERIOR,

OFFICE OF INDIAN AFFAIRS,

Respectfully referred to the Treasurer U. S., _____, 187, with the request that this office may be furnished with a statement of the amount on deposit to the credit of _____, U. S. Indian agent, with the within designated depositors, as per their reports for the month ending _____, 187.

Chief Accounts Division.

SECOND INDORSEMENT.

UNITED STATES TREASURY,

Respectfully returned to the Commissioner of Indian Affairs. It appears from the reports for the month ending _____, 187, that _____, U. S. Indian agent, had on deposit the following sums: _____ With: _____

For Treasurer U. S.

ESTIMATE OF INDIAN SUPPLIES, &c.,

Required for the service of the

GRAND RIVER AGENCY, DAKOTA,

During the Fourth Quarter, 1879.

To the Commissioner of Indian Affairs:

SIR: I have the honor to transmit an estimate of supplies, &c., required for the service at the agency under my charge, as above, amounting to \$3,300.00, and respectfully ask for the necessary authority to purchase the same ⁽¹⁾ under contract.

I also ask authority to publish an advertisement, inviting proposals in the case, in the ⁽²⁾ Yankton Free Press and Dakotian, and Bismarck Gazette, and to make contract with the lowest responsible bidder, or bidders, for the delivery of the articles estimated for.

I have on hand ⁽³⁾ \$1,125.00 available to the proposed purchase from appropriation fulfilling treaty with Sioux of different tribes, including Santee Sioux of Nebraska (civilization), 1880.

JOHN BROWN,
U. S. Indian Agent.

Dated October 25, 1879.

⁽¹⁾ "Under contract," or "in open market." ⁽²⁾ To be filled up properly in all cases where the amount exceeds \$1,000, or where it is designed to purchase a less amount under contract. ⁽³⁾ This space *must* be properly filled.

Estimates should be for a not less period than three months, and include as nearly as practicable *all* articles that will be required during the period estimated for, to avoid the necessity of special requisitions. The application to be made of each article, and the necessity for its purchase, must be clearly stated in the remarks. Insert extra leaves when the space is not sufficient.

To be made in duplicate: one copy to be retained
by Agent.

INDIAN SUPPLIES, &c.,
REQUIRED AT THE
GRAND RIVER, D. T., AGENCY,
During Fourth Quarter, 1879,
BY
JOHN BROWN, AGENT.

ABSTRACT of proposals received at Grand River Agency, D. T., Dec. 6, 1879, for beef, gross, for Grand River Agency. Quantity called for, 1,600,000 lbs.

No. of bid.	Name of bidder.	Place of delivery.	Quantity.	Rate.	Transportation.	Cost at agency.	Remarks.
4	John Smith	Agency	All..	\$2 90			
5	A. L. Katzenstein	do	All..	3 10			
6	Abel King	do	All..	2 95			
7	H. N. Power	do	All..	2 92			

I certify the above to be a complete abstract of all bids received at this Agency, under advertisement of Nov. 10, 1879, for beef, gross, deliverable at said Agency during the fiscal year of 1880.

JOHN BROWN,
U. S. Ind. Agt., Grand River Agency, D. T.

CONTRACT FOR BEEF.

THIS AGREEMENT, made and entered into this ninth day of December, one thousand eight hundred and seventy-nine, by and between John Brown, U. S. Indian Agent, Grand River Agency, Dakota, for and on behalf of the United States of America, party of the first part, and John Smith, of Yankton, Yankton County, Dakota Territory, party of the second part, for himself, his heirs, executors, administrators, and assigns—

Witnesseth: That the said parties have covenanted and agreed, and by these presents do covenant and agree, to and with each other, as follows:

ARTICLE 1. That the said party of the second part, for himself, his heirs, executors, and administrators, hereby covenants and agrees with the said party of the first part to furnish and deliver, at the places herein designated, to such agent or agents of the United States as may be appointed to receive them, beef cattle, on the hoof, in the quantities, and at the prices herein stated, and subject to such inspection by Army officers, or otherwise, as may be deemed necessary by the party of the first part, as follows:

Quantity.	Place of delivery.	Price per 100 pounds, gross weight, less 20 per cent. for cows.
One million six hundred thousand (1,600,000) pounds.	Grand River Agency, Dakota Territory.	Two dollars and ninety cents (\$2.90).

ARTICLE 2. That the party of the first part, however, reserves the right to require a greater or less quantity, not exceeding twenty-five per cent. in either case, than that specified in said schedule, at the price or prices therein stated, of which increase or decrease in the quantity required reasonable notice shall be given to the party of the second part.

ARTICLE 3. That the party of the first part agrees to pay, or cause to be paid, to the said party of the second part, his heirs, executors, and administrators, for all the cattle received under this contract, at the rate or price designated in the above schedule, payment to be made on presentation at the Office of Indian Affairs of proper receipts, in duplicate, of the respective agents, and certificates of inspection, in duplicate, of inspecting officers, when required by the party of the first part, after the same shall have been properly approved: *Provided*, That for all cows delivered under this contract a deduction of twenty (20) per centum on the price stipulated in article one (1) shall be made.

ARTICLE 4. That the party of the second part agrees to keep beef cattle, as described in article five (5) of this contract, in the vicinity of the places of delivery in such quantities as to give assurance of his ability to make deliveries when required; and should he fail to collect such cattle at such points fast enough, or should he fail to deliver them as required, the party of the first part shall have the right to purchase, or cause to be purchased, beef cattle, as he may elect, at the expense of the party of the second part.

ARTICLE 5. That it is further agreed by and between the parties hereto, that the beef cattle furnished under this contract shall be good, healthy, merchantable steers and cows (no bulls or stags), not over seven (7) years of age; that they shall be delivered on the Government scales, upon which the weight shall be ascertained (steers and cows to be weighed separately, or if weighed together they shall be accepted at an equal average per head for both classes, and payments therefor made as described in article three (3) hereof), at the agency aforesaid, at the times and in the quantities required by the respective Indian agents in charge, upon five (5) days' notice by said Indian agent to the said party of the second part, or his authorized agents or representatives; that they shall be "lotted" without food or water during the twelve hours immediately preceding each and every delivery; that the average gross weight thereof at each delivery from May 1st to December 1st shall not be less than eight hundred and fifty (850) pounds per head, and from December 1st to May 1st not less than eight hundred (800) pounds per head; that all animals offered under this contract weighing less than seven hundred (700) pounds gross, or being in such *condition* as to net less than *fifty* per centum of their gross weights

in good, merchantable beef, from May 1st to December 1st, or less than *forty-five* per centum in such beef from December 1st to May 1st, shall be rejected (except as they may be received under the provisions of article six (6) hereof) as inferior to the requirements of this article.

ARTICLE 6. That it is also further agreed by and between the parties hereto that for all the cattle offered under this contract which are not in conformity with the requirements of article five (5), but which the respective Indian agents may be compelled by the necessities of the service to receive, there shall be a deduction of one (1) per centum in the price agreed upon in article one (1) for each and every five (5) pounds, or fraction thereof, that said cattle so received shall fall short of the standard weights agreed upon in the preceding article. And if the respective Indian agents are compelled by the necessities of the service to receive cattle whose *condition* as to quality—although weighing the required average, as expressed in article five (5) of this contract—renders them inferior to the requirements of said article five (5), then the value of the cattle so received shall be determined by deducting from the price thereof, as agreed upon in article one (1) of this contract, such a percentage as may be agreed upon by the agent and (if practicable) a military officer detailed for that purpose by the commander of the nearest military post, upon the written request of said agent to said commander; the said agent and the officer so detailed as aforesaid to appoint, in case of their disagreement as to the percentage of said deduction, a third and disinterested person to form with them a board of survey; the decision of a majority of such board so constituted as aforesaid to be final and binding on the parties hereto.

ARTICLE 7. That it is also further agreed by and between the parties hereto that if any of the cattle offered for acceptance shall fail to conform to the requirements of this contract, the same, unless received under the provisions of article six (6), shall be rejected by the agent to whom the same is offered, who shall have authority to require of the said party of the second part the delivery, within five (5) days after such rejection, of proper cattle in the place of those rejected; and in case the said party of the second part shall fail to deliver cattle of the kind required within the said period of five (5) days, then the said party of the first part shall have the right to purchase, or cause to be purchased, in open market or otherwise, such cattle as may be required to supply the deficiency. And it is agreed and understood by the parties hereto that the said party of the second part and his sureties shall be held accountable, under the bond which may be given for the faithful performance of this contract, for any excess in the cost of the cattle so purchased over and above the cost of said cattle at the price or prices designated in said schedule.

ARTICLE 8. That it is agreed, however, that, before the United States shall be bound by this contract, the party of the second part shall furnish a joint and several bond, in the sum of forty (\$40,000) thousand dollars, duly executed, with two or more good and sufficient sureties, said bond to be conditioned for the faithful performance of this contract in all its particulars by the said party of the second part.

ARTICLE 9. That it is expressly understood by the party of the second part that, in conformity to the requirements of Section 3737 of the Revised Statutes, neither this contract nor any interest therein shall be transferred to any other party or parties, and that any such transfer shall cause the annulment of the contract so far as the United States are concerned; all rights of action, however, for any breach of this contract by the contracting parties being reserved to the United States.

ARTICLE 10. That it is agreed by and between the parties hereto that this contract may, by mutual consent, be changed, altered, modified, or abrogated, in whole or in part; but no such change, alteration, modification, or abrogation shall entitle the said party of the second part to increased rates of compensation over the rates herein specified.

ARTICLE 11. That it is further agreed that no member of, or delegate to, Congress, officer, agent, or employé of the Government shall be admitted to any share or part in this agreement, or derive any benefit to arise therefrom.

ARTICLE 12. That this agreement is made subject to the approval of the Commissioner of Indian Affairs, the Board of Indian Commissioners, and the Secretary of the Interior.

In witness whereof the undersigned have hereunto subscribed their names and affixed their seals the day and year first above written.

Witness:

WILLIAM WALTER. }
HENRY KING. }
JACOB WALKER. }
ARTHUR HENRY. }

For and on behalf of the United States:

JOHN BROWN, [SEAL.]
U. S. Indian Agent.
JOHN SMITH, [SEAL.]
Yankton, Yankton Co., Dakota.

READ AND FOLLOW DIRECTIONS FOR MAKING OUT CONTRACTS.

Contracts must be executed in quintuplicate.

Contracts executed by firms must be signed by *each* member of the firm. The ordinary firm signature is not sufficient. The "party of the second part," in the body of the contract, should be indicated thus: "John Smith, James Brown, and Wm. Jones, partners in business under the firm-name of Smith, Brown & Co."

Contracts executed by the president, secretary, or other officer of an incorporated company, must be accompanied by a certificate of the board of directors or executive committee thereof, under seal, that

the officer so signing was duly authorized to make contract for and on behalf of the company, and that the act of such officer in executing the contract is binding upon the company represented by him. The manner of affixing the signature must be as follows: "The Moline Wagon Co., by John Doe, Vice-President."

The Christian names of all parties appearing herein must be written and signed in full, and the signature of each contracting party witnessed by at least two persons. The signature of a witness should be written opposite to the signature witnessed.

An impression or seal of some adhesive substance must be affixed to the signature of each principal. Contracts signed by an agent of a firm, or by one member for another, or by an attorney, are not valid unless the same be accompanied by a duly executed power of attorney from the party or parties for whom such agent, member, or attorney shall sign (of date even with or prior—except in the case of a general power of attorney—to the date of the instrument), which power of attorney must set forth specifically the particular purpose for which it was given by describing in full the names of the contracting parties, and the date and object of the contract.

The post-office address of contracting parties and witnesses must be given.

Quantities should be stated in words as well as figures.

Point and time of delivery must be distinctly stated.

All dates must be carefully supplied.

The advertisement under which award is made must form part of, and be attached to, each contract. Erasures, interlineations, or other irregularities must be explained over the signatures and seals of the parties to this instrument.

Any contract not made in conformity with the above instructions will be rejected, and a corrected one required before any deliveries of supplies will be permitted thereunder.

When Indian agents use this form of blank, the number of copies indicated in the "brief" will be made and disposed of as there directed. Bonds with those for the Indian Office and the "returns office" only are required.

Bonds must be executed before the clerk of a court of record; or if before other officer, his authority attested by the certificate of such clerk of court.

DEPARTMENT OF THE INTERIOR,
OFFICE OF INDIAN AFFAIRS,

WASHINGTON, _____, 18 .

Approved _____

Commissioner.

BOARD OF INDIAN COMMISSIONERS,

WASHINGTON, _____, 18 .

The within contract is _____

} Ex. Com.

DEPARTMENT OF THE INTERIOR,

WASHINGTON, _____, 18 .

The action of the Executive Committee is hereby _____

Secretary.

ARTICLES OF AGREEMENT

FOR THE

DELIVERY OF BEEF CATTLE

BETWEEN

JOHN BROWN, U. S. INDIAN AGENT,

AND

JOHN SMITH.

Dated December 9, 1879.

Expires June 30, 1880.

Bond, \$40,000.

Sureties: { Walter Williams \$40,000
Henry Kelly \$40,000

Registered, Contract Book No. _____, p. _____.

When this form of blank is used by Indian agents quadruplicate copies must be made: one to be retained by agent, one to be delivered to contractor, two to be forwarded to Office of Indian Affairs, and one to "Returns Office."

[1-002.]

BOND.

KNOW ALL MEN BY THESE PRESENTS, That we, John Smith, of Yankton, county of Yankton, and Territory of Dakota, principal, and Walter Williams, of Yankton, county of Yankton, and Territory of Dakota, and Henry Kelly, of Sioux City, county of Woodbury, and State of Iowa, sureties, are held and firmly bound unto the United States of America in the sum of forty thousand (\$40,000.00) dollars, lawful money of the United States, for which payment, well and truly to be made, we bind ourselves and each of us, our, and each of our heirs, executors, administrators, and assigns, for and in the whole, jointly and severally, firmly by these presents.

Sealed with our seals, attested by our signatures, at Yankton, Dakota Territory, this 12th day of December, in the year of our Lord one thousand eight hundred and seventy-nine.

The nature of this obligation is such that if the said John Smith, his heirs, executors, administrators, and assigns, or any of them, shall, and do in all things well and truly observe, perform, fulfill, accomplish, and keep all and singular the covenants, conditions, and agreements whatsoever, which, on the part of the said John Smith, his heirs, executors, administrators, and assigns, are, or ought to be, observed, performed, fulfilled, accomplished, and kept, comprised, or mentioned in certain articles of agreement bearing date the ninth (9th) day of December, one thousand eight hundred and seventy-nine, between John Brown, U. S. Indian agent, Grand River Agency, Dakota Territory, and the said John Smith, concerning the furnishing and delivering of 1,600,000 lbs. beef, gross, at Grand River Agency, during the fiscal year of 1880, according to the true intent and meaning of said articles of agreement, then the above obligation to be void; otherwise, to remain in full force and virtue.

Signed, sealed, and delivered in the presence of—

JOHN SMITH. [SEAL.]
WALTER WILLIAMS. [SEAL.]
HENRY KELLY. [SEAL.]

JACOB WALKER. }
ARTHUR HENRY. } *Witnesses to signatures of Smith, Williams, and Kelly.*

TERRITORY OF DAKOTA,
County of Yankton, ss:

On this twelfth day of December, A. D. 1879, before me, the undersigned, a clerk of the superior court in and for the county and Territory aforesaid, personally appeared Walter Williams and Henry Kelly, who, being by me severally sworn, according to law, each upon his oath says that he owns and possesses property not exempt by law from execution, over and above all his debts and liabilities, and free from all incumbrances, of the value of the sum set opposite his name in connection herewith, viz: Forty thousand dollars, Walter Williams; forty thousand dollars, Henry Kelly.

Subscribed and sworn to before me at Yankton, Dakota Territory, this twelfth (12th) day of December, 1879.

[SEAL.]

ROBERT BURNAP,
Clerk of the Superior Court in and for the Territory aforesaid.

[1-002.]

BOND.

FOR THE FULFILLMENT OF THE CONTRACT

BETWEEN

JOHN BROWN, U. S. INDIAN AGENT,

AND

JOHN SMITH,

Dated December 9, 1879,

For beef, gross.

Amount, \$40,000.

Sureties.	{	Walter Williams,	\$40,000.00.
		Henry Kelly,	\$40,000.00.
		_____	\$ _____

All bonds must be sealed with wax or other adhesive substance.

[1-006.]

O A T H.

I do solemnly swear that the copy of contract hereunto annexed is an exact copy of contract made by me personally with John Smith, of Yankton, Dakota Territory; that I made the same fairly, without any benefit or advantage to myself, or allowing any such benefit or advantage corruptly to the said John Smith (for 1,600,000 pounds beef, gross), or any other person or persons; and that the papers accompanying include all those relating to the said contract, as required by the statute in such case made and provided.

JOHN BROWN,
U. S. Indian Agent.

Sworn to and subscribed before me, at Bismarck, Dak., this 15th day of December, 1879.

[SEAL.]

WALTER COMMONER,
Notary Public.

OATH OF DISINTERESTEDNESS,

PERSISTING TO CONTRACT BETWEEN

JOHN SMITH,

OR

YANKTON, DAKOTA TERRITORY,

AND

JOHN BROWN, U. S. INDIAN AGENT.

Dated December 9, 1879.

For 1,600,000 pounds of beef, gross.

This oath is to be affixed to copy of contract sent to the
Towns Office.

[5-210.]

[Original.]

This form must be exclusively used for beef received "under contract.

U. S. INDIAN SERVICE.

RECEIPT FOR BEEF AND BEEF-CATTLE DELIVERED UNDER CONTRACT.

(1) DECEMBER 29, 1879.

Received at Grand River Indian Agency, (2) Dakota, (3) December 29, 1879, of John Smith, (4) two hundred (200*) (5) head of Beef Cattle, weighing (6) one hundred and ninety thousand (9) (190,000) pounds gross (weight ascertained by (7) weighing same upon Agency scales), under his contract dated December 9, 1879, for subsistence of Indians at the said Agency, and for which I have signed receipts in duplicate.

I hereby certify that the *beef* here receipted for is fully equal to the requirements of the contract above mentioned, and in this delivery and receipt each and every condition, provision, and stipulation of the contract has been fully and honestly complied with, and that payment has not been made for the same.

* 175 steers = 169,998 pounds.
25 cows = 20,002 pounds.

200 cattle = 190,000 pounds.

(8) JOHN BROWN,
U. S. Indian Agent.

NOTES AND INSTRUCTIONS.

1. Address and date. Name of month should be stated, as June, October, &c.
2. State or Territory.
3. Date of receipt of beef.
4. Numbers, weights, prices, and quantities must be stated in words.
5. If delivered on the block "net," strike out "head" and "cattle."
6. Write "net" or "gross," as the contract calls for.
7. State specifically how weight is ascertained. If gross weight is estimated by weighing dressed beef, state what percentage was allowed for "tare."
8. Persons signing for "Agent" or "Acting Agent" must show written authority for so doing.
9. Erasures, alterations, or interlineations must be noticed as having been made before signing, and explanation signed by Agent.
10. Persons receiving this receipt are enjoined to see that it is properly filled up and signed.
11. Assignments should be specifically made the same as drafts are transferred, or by general written assignments, filed in each office revising the accounts.
12. Payment of this receipt will be made only at the Office of Indian Affairs.
13. Payment will be refused on any other Form.

The DUPLICATE of this receipt must be forwarded to the Commissioner of Indian Affairs by the first mail after the signing of the receipt.
No letter of transmittal is required.

5095 R I D—14

This receipt to be given to the contractor or his agent, who will see that it is properly filled and transmit the same to the Office of Indian Affairs for settlement. Settlement can be made ONLY on this ORIGINAL RECEIPT.

[1-006.]

[5-134.]

[Duplicate.]

U. S. INDIAN SERVICE.

CERTIFICATE OF INSPECTION OF BEEF CATTLE.

GRAND RIVER AGENCY, D. T.,
December 29, 1879.

I hereby certify that I have carefully inspected, for the Indian Department, two hundred (200) head of beef cattle (175 steers and 25 cows) received at Grand River Agency, D. T., December 29, 1879, weighing one hundred and ninety thousand (190,000) pounds, not, gross (the weight of the steers being 169,998 pounds and that of the cows being 20,002 pounds), and found the same to be good, healthy merchantable steers and cows, believed to be not over seven years old, and of quality fully equal to the requirements of the contract of John Smith and John Brown, U. S. Indian Agent, dated December 9, 1879, was awarded,

and I also certify that I have signed this certificate in duplicate.

THEODORE STOVER,
Inspector of Supplies, 1st Lieut. 36th Infantry, U. S. A.

The ORIGINAL of this certificate is to be delivered to the person furnishing the cattle.

CERTIFICATE OF INSPECTION

Of 200 head of beef cattle delivered by John Smith, under contract dated December 9, 1879, for Grand River, D. T., Agency. Inspected by Lieut. Theo. Stover, U. S. A., at Grand River Agency, D. T., December 29, 1879. Settled _____, 187, by _____
Clerk.

[Duplicate.]

[5-134.]

This certificate to be transmitted to the Commissioner of Indian Affairs by the Inspector, per first mail, unless inspection is made at the Agency, when it will be given to the Indian Agent for transmittal with his receipt. No letter of transmittal required.

[5-135.]

[Original.]

U. S. INDIAN SERVICE.

CERTIFICATE OF INSPECTION.

I HEREBY CERTIFY that I have carefully inspected, for the Indian Department, _____, 188 .

weighing _____

_____ pounds, net,

and found the same to be _____

and of quality fully equal to the sample on which M _____

contract dated _____, 188 , was awarded. The same has this

_____ day of _____, 188 , been properly marked by

the contractor, and stamped by me, and delivered to _____

for transportation to _____

and I also certify that I have signed this certificate in duplicate.

Inspector of Supplies.

The duplicate of this certificate to be transmitted to the Commissioner of Indian Affairs by the Inspector, per first mail, unless inspection is made at the Agency, when it will be given to the Indian Agent for transmittal with his receipt. No letter of transmittal required.

This certificate to be delivered to the person furnishing the supplies.

[5-340 (b).]

[Original.]

UNITED STATES INDIAN SERVICE.

[Certified voucher for open-market purchase.]

THE UNITED STATES,

TO CHARLES HALL, DR.

Date.		Dolls.	Cts.
1879. Sept. 20	To 117 head of beef cattle, 100,000 lbs. gross weight, at 3 c. See Weigher's Return and Certificate of Inspection herewith.	3,000	00

Both Original and Duplicate to be given to the Claimant.

I certify, on honor, that the above account is correct and just; that the articles therein named were required for immediate use, in consequence of (1) the failure of Robert Waters & Co. to deliver cattle at the date specified in their contract of July 5, 1879, as provided by article 4 of said contract; that here is no contract for the delivery thereof, and that the exigency would not admit of the delay incident to purchase by contract after advertisement; that the purchase was authorized by letter from the Commissioner of Indian Affairs, dated September 1, 1879; that the articles were purchased on the 20th day of September, 1879, of the person named in the original invoice of purchase annexed hereto, delivered by the vendor at (2) Grand River Agency, for the prices named in said invoice, and that the same will appear on my Return of Property for the third quarter, 1879.

I further certify that the prices charged therefor are reasonable, and the lowest obtainable; that there is due the said Charles Hall the sum of (3) three thousand ⁰⁰/₁₀₀ dollars; that I have paid no part thereof; and that I have issued this voucher in duplicate, in accordance with instructions from the Office of Indian Affairs dated September 1, 1879.

JOHN BROWN,
U. S. Indian Agent.

Dated at GRAND RIVER AGENCY, D. T.,
Sept. 20, 1879.

- (1.) Reasons for purchase MUST be stated.
 - (2.) If articles named in this voucher are delivered by the seller at a point other than the agency or place where they are to be used, and are to be transported thence to destination by a transportation contractor or common carrier, then the voucher must be accompanied by a "transporter's receipt," in duplicate, for the articles turned over for transportation, as required by Office circular "Finance," No. 6, dated August 8, 1878; or, if deliverable by the seller at the agency, the words "see receipt of transporter" in the certificate must be erased by the officer issuing this voucher.
 - (3.) The AMOUNT MUST be stated in WORDS.
- Under NO CIRCUMSTANCES will a certified voucher be issued, unless authority therefor has first been given.
No interlineations or erasures on this voucher will be accepted as valid, unless certified over the signature of the issuing officer.

DEPARTMENT OF THE INTERIOR,

OFFICE OF INDIAN AFFAIRS.

WASHINGTON, _____, 18 .

Approved _____

Commissioner.

BOARD OF INDIAN COMMISSIONERS.

WASHINGTON, _____, 18 .

The within contract is _____

Ex. Com.

DEPARTMENT OF THE INTERIOR,

WASHINGTON, _____, 18 .

The action of the Executive Committee is hereby _____

Secretary.

[5-54.]

ARTICLES OF AGREEMENT

BETWEEN

JOHN BROWN, U. S. INDIAN AGENT,

AND

THOMAS J. BATCHELLER,

FOR MILCH COWS WITH CALVES.

Dated November 10, 1879.

Expires June 30, 1880.

Bond, \$1,000,000.

Sureties: } W. T. Dawson \$4,000 00
 } J. Lovejoy \$4,000 00

Registered, Contract-Book No. _____, p. ---.

To be made in quintuplicate: one to be retained by Agent, one to be delivered to contractor, two to be forwarded to Office of Indian Affairs, and one to "Returns Office."
 All contracts must be sealed by wax or other adhesive substance.

[5-212 (a).]

[Original.]

This form must be exclusively used for flour and grain received "under contract."

U. S. INDIAN SERVICE—CONTRACT RECEIPT.

RECEIPT FOR (1) FLOUR.

(2) OCTOBER 11, 1879.

Received at Grand River Indian Agency, (3) Dakota, (4) October 10, 1879, of Charles Newcomer, (5) one hundred (100) sacks of flour, weighing (6) nine thousand seven hundred and seventy-one (9,771) pounds, (7) net (weight ascertained by weighing the same on Agency scales), under his contract, dated September 20, 1879, for subsistence of Indians at said Agency and for which I have signed receipts in *duplicate*.

I hereby certify that the flour here receipted for has been thoroughly inspected by Theodore Stover, 1st Lieut. 36th Infantry, U. S. A. (*see Inspector's certificate herewith*), and found to be fully equal to the requirements of the contract and sample agreed upon, and in this delivery and receipt each and every provision, stipulation, and condition of the contract has been fully and honestly complied with, and that payment has not been made for the same.

(7) JOHN BROWN,
U. S. Indian Agent.

NOTES AND INSTRUCTIONS.

1. Kind of supplies.
2. Address and date. Name of month should be stated, as June, October, &c.
3. State or Territory.
4. Date of receipt of supplies.
5. Numbers, weights, and quantities must be stated *in words*.
6. Write "net" or "gross," as the contract calls for.
7. Person signing for the Agent or as "Acting Agent" must show written authority for so doing.
8. Persons receiving this receipt are enjoined to see that it is properly filled up before accepting it.
9. Alterations, erasures, &c., must be noticed as having been done before signing, and explanation must be signed.
10. Payment on this receipt will be made only at the Office of Indian Affairs.
11. Inspection certificate must accompany these receipts.
12. Weigher's Return must accompany these receipts.

[5-176.]

[Original.]

U. S. INDIAN SERVICE.

WEIGHER'S RETURN.

GRAND RIVER AGENCY, DAKOTA,

October 10, 1879.

RETURN of one hundred (100) sacks of flour received from Charles Newcomer, and weighed by Theodore Stover, 1st Lieut. 36th Infantry, U. S. A., for U. S. Indian Agent John Brown:

5 = 495 pounds.	5 = 491 pounds.	5 = 494 pounds.	5 = 496 pounds.
5 = 498 pounds.	5 = 492 pounds.	5 = 496 pounds.	5 = 495 pounds.
5 = 496 pounds.	5 = 498 pounds.	5 = 495 pounds.	5 = 492 pounds.
5 = 494 pounds.	5 = 498 pounds.	5 = 496 pounds.	5 = 493 pounds.
5 = 495 pounds.	5 = 497 pounds.	5 = 496 pounds.	5 = 494 pounds.
<u>25 = 2,473 pounds.</u>	<u>25 = 2,476 pounds.</u>	<u>25 = 2,477 pounds.</u>	<u>25 = 2,470 pounds.</u>

25	= 2,473 pounds.
25	= 2,476 pounds.
25	= 2,477 pounds.
25	= 2,470 pounds.

100 sacks = 9,896 pounds, gross; 125 pounds tare = 9,771 pounds net weight.

The tare was arrived at by weighing five empty double sacks.

I certify, on honor, that the above is a true return of weights as weighed by me.

THEODORE STOVER,
1st Lieut. 36th Infantry, U. S. A.

I certify, on honor, that the above-named articles have been properly weighed by the party who has signed his name hereto, and that the weights as above given are correct.

JOHN BROWN,
U. S. Indian Agent.

This receipt to be given to the Contractor or his agent, who will see that it is properly made up. Payment can only be made on this Original receipt.

This return to be given to the contractor who delivers the goods, or to the transporters of the goods.

[5-119.]

[Original. The freight must be actually weighed at destination.]

U. S. BILL OF LADING.

RECEIVED from _____ at _____, 18 . the following articles and packages of Indian goods and supplies as specified below, in apparent good order and condition, to be forwarded to _____ by _____ contractor for transporting Indian supplies, &c., and there to be delivered in like good order and condition unto _____, for which I have signed Bills of Lading in duplicate. Freight to be paid by the proper officer of the United States at the rate of _____, and to the order of _____, on the presentation and surrender of both these Bills of Lading properly received by the party receiving the said supplies.

_____, Contractor, by _____, Agent.

Marks.	Number of packages.	Contents and numbers of packages.	Weight, pounds.

RECEIVED at _____, on the following dates _____, 18 . the Indian supplies, &c., specified above, in good order and condition, weighing _____ pounds, as shown by actually weighing the same on the scales at _____ (see weigher's return herewith), and for which I here sign duplicate Bills of Lading.

NOTE.—Each article or package must be actually weighed. If the agent or receiving officer purchased any of the above goods or supplies and turned them over to the freighter for transportation, he (the agent) should state at what points said supplies were turned over to the freighter for transportation at the expense of the United States.

Explanation regarding loss or shrinkage—to be made by Agent, who will state all the facts concerning the nature and extent of the loss or injury and how it occurred:

_____, U. S. Indian Agent.

- NOTE 1. Payment for transportation will only be made on properly receipted bills of lading, for which necessary blanks will be furnished by the Office of Indian Affairs, and upon presentation and surrender of each copy of such bill.
2. Upon the delivery of the goods they will be receipted by the consignee, or in his name by some one duly authorized to sign for him, which authority must be shown.
 3. In case of loss or damage of the public property while in the possession of the carrier, the actual value of such loss or damage, including transportation, should be stated on the bill of lading.
 4. It is desirable that the route that the goods are to be taken should be indicated. No payment to subsidized roads, or roads owned, leased, or controlled by the bonded roads, in any case will be allowed.
 5. Erasures, interlineations, or alterations in bills of lading must be explained thereon by the issuing or other competent officer, such explanation to be signed by him.
 6. When the agent purchases supplies at distant points and turns them over to the freighter for transportation, at the expense of the United States, he must state on the bill of lading at what place they were turned over to the freighters for said transportation. (See circular 64.)
 7. Goods and supplies must be actually weighed and only actual weight receipted for.

Shipped via _____

NOTE.—The carrier is expected to see that this bill of lading is properly filled up before accepting and forwarding the same for payment. Read the instructions.

[1-003.]

BOND.

KNOW ALL MEN BY THESE PRESENTS, That we, John Brown, of Yankton, Yankton County, Dakota Territory, as principal, and John Jones, of Yankton, county of Yankton, Dakota Territory, and William Williams, of Leadville, Colorado, as sureties, are held and firmly bound unto the United States of America in the full and just sum of twenty thousand (\$20,000) dollars, lawful money of the United States, to be paid to the United States: for which payment, well and truly to be made, we bind ourselves and each of us, and each of our heirs, executors, and administrators, jointly and severally, firmly by these presents. Signed with our hands and sealed with our seals this twenty-fifth day of June, in the year of our Lord one thousand eight hundred and seventy-nine.

The condition of the foregoing obligation is such that whereas the President of the United States has appointed the said John Brown to be agent for the Indians of the Grand River Agency, in Dakota Territory, to take effect July 1st, 1879, vice John Smith, resigned, by commission dated June 7th, 1879, and said John Brown has accepted said appointment: Now, therefore, if the said John Brown shall, at all times during his holding and remaining in said office, carefully discharge the duties thereof, and faithfully disburse all public moneys, and honestly account, without fraud or delay, for the same and for all public funds and property which shall or may come into his hands, then the above obligation to be void and of no effect; otherwise to remain in full force and virtue.

JOHN BROWN. [SEAL.]
JOHN JONES. [SEAL.]
WILLIAM WILLIAMS. [SEAL.]

Signed, sealed, and delivered in presence of—
JACOB WALKER, }
ARTHUR HENRY, } Witnesses as to all.

OATH.

I, John Brown, do solemnly swear that I have never voluntarily borne arms against the United States since I have been a citizen thereof; that I have voluntarily given no aid, countenance, counsel or encouragement to persons engaged in armed hostility thereto; that I have neither sought nor accepted nor attempted to exercise the functions of any office whatever under any authority or pretended authority in hostility to the United States; that I have not yielded a voluntary support to any pretended government, authority, power, or constitution within the United States hostile or inimical thereto. And I do further swear that, to the best of my knowledge and ability, I will support and defend the Constitution of the United States against all enemies, foreign and domestic; that I will bear true faith and allegiance to the same; that I take this obligation freely, without any mental reservation or purpose of evasion, and that I will well and faithfully discharge the duties of the office on which I am about to enter: SO HELP ME GOD.

JOHN BROWN.

Sworn to and subscribed before me this 25th day of June, A. D. 1879.

[SEAL.]

JOHN Q. ADAMS,
Notary Public.

TERRITORY OF DAKOTA,

County of Yankton, ss:

I, Robert Burnap, County Clerk, do hereby certify that John Q. Adams, who administered the above oath, was at the time of doing so a notary public in and for said county, duly qualified to act as such, and that I believe his signature, as above written, is genuine.

In testimony whereof I have hereto set my hand and affixed the seal of said county this [SEAL.] 25th day of June, one thousand eight hundred and seventy-nine.

ROBERT BURNAP,
County Clerk.

OFFICIAL BOND

OF

_____ 188

Inclusives.

OFFICE OF INDIAN AFFAIRS.

188

Respectfully forwarded to the Secretary of the Interior for his approval.

Commissioner.

DEPARTMENT OF THE INTERIOR.

188

The within bond is hereby approved and returned to the Commissioner of Indian Affairs, to be forwarded to the Second Comptroller of the Treasury.

Secretary.

DEPARTMENT OF THE INTERIOR.

OFFICE OF INDIAN AFFAIRS.

188

Respectfully forwarded to the Second Comptroller of the Treasury.

CERTIFICATE OF UNITED STATES JUDGE OR ATTORNEY.

I, Robert W. Palmer, U. S. District Judge for the District of Dakota, do hereby certify that the persons who, as sureties, have signed the foregoing bond, with John Brown as principal, are sufficient sureties for the penalty of said bond.

ROBERT W. PALMER,
U. S. District Judge.

YANKTON, DAKOTA, June 25, 1879.

[1-008.]

INCLOSURE _____

AFFIDAVIT OF SURETY.

_____ OF _____

County of _____, ss:

I, _____, one of the sureties on the official bond of _____ as _____

do depose and say that I am worth, in unencumbered property, not exempt from execution under the laws of the _____ of _____ dollars and upward, after payment of my just debts and liabilities, as follows:

Real estate, valued at \$ _____, and consisting of* _____

_____ and _____

Personal estate, valued at \$ _____, and consisting of † _____

(Signature:) _____

(Post-office address:) _____

Sworn to and subscribed before me this _____ day of _____, 188 .

[SEAL] _____

_____ OF _____

County of _____, ss:

I, _____

do hereby certify that _____

who administered the above oath, was, at the time of doing so, a _____

in and for said _____, duly qualified to

act as such, and that I believe his signature, as above written, is genuine.

In testimony whereof I have hereto set my hand and affixed the seal of _____

_____ this _____ day of _____ one thousand

eight hundred and eighty _____.

* Here state whether city property, improved or unimproved, or improved farms or unimproved lands, and where situated.

† Here describe the nature of the property; whether bonds, stocks, merchandise, &c.

BOND.

KNOW ALL MEN BY THESE PRESENTS, That we,¹

_____, as principal,
and _____

_____, as sureties, are held and firmly bound unto the United States of America in the sum of TEN THOUSAND DOLLARS, lawful money of the United States, for the payment of which, well and truly to be made, we bind ourselves and each of us, our heirs, executors, and administrators, jointly and severally, firmly by these presents. Sealed with our seals, and dated this _____ day of _____, eighteen hundred and eighty-

The condition of this obligation is such that whereas the above-bounden _____

as principal, hath made application to the Commissioner of Indian Affairs for a license to trade with the _____ tribe of Indians, of the _____ the following-described place within the boundaries of the country occupied by the said tribe, viz:

Now, if the said application shall be granted and the said license be issued, and if the said _____, so licensed, shall faithfully conform to and observe all the laws and regulations made, or which shall be made, for the government of trade and intercourse with the Indian tribes, and in no respect violate the same, and shall trade at the aforesaid place and no other, and shall in all respects act conformably with the license granted to _____, then this obligation to be void; else to remain in full force and virtue.

Signed and sealed in presence of—²

[SEAL.]
[SEAL.]
[SEAL.]
[SEAL.]

The foregoing bond is approved:³

- 1st. The Christian names and residences of principals and sureties must be given, and there must be at least two sureties.
- 2d. There must be at least two witnesses to the signatures of each of the principals and sureties, although the same two persons may witness all the signatures.
- 3d. A seal must be attached by some adhesive substance to the signatures of principals and sureties.
- 4th. The bond must be approved by a U. S. judge, attorney, or commissioner.
- 5th. The designation of the location of the agency must appear in the body of the bond.
- 6th. Applications for licenses in the Cherokee, Choctaw, or Chickasaw Nations of Union Agency must be accompanied by a permit.

Recorded in License Book No. _____ Page _____

on the _____ day of _____
tribe of Indians _____
Licensed to trade with _____
of _____
BOND

CONTRACT FOR GOODS OR SUPPLIES.

THIS AGREEMENT, made and entered into this _____ day of _____, one thousand eight hundred and eighty-_____, by and between _____, Commissioner of Indian Affairs, for and on behalf of the UNITED STATES OF AMERICA, party of the first part, and _____

party of the second part, for _____ heirs, executors, administrators, and assigns—
Witnesseth: That the said parties have covenanted and agreed, and by these presents do covenant and agree, to and with each other, as follows:

ARTICLE 1. That the said party of the second part, for _____ heirs, executors, and administrators, hereby agrees to furnish and deliver in the Government warehouse, (a) or such other place or places in the city of _____ as may be designated by the said party of the first part, (b) at the agencies named in the schedule hereunto annexed, to such agent of the United States as may be designated to receive the same, and within _____ days from the date hereof, in accordance with the terms of the advertisement of the said party of the first part, dated _____, hereto attached, and which is made a part of this agreement, such of the articles named in the said schedule (which schedule it is agreed shall also form a part of this agreement) as may not be stricken therefrom by the party of the first part before he signs this agreement.

ARTICLE 2. That the party of the first part, however, reserves the right to require a greater or less quantity, not exceeding twenty-five per cent. in either case, of any of the goods or supplies than that specified in the said schedule, at the price or prices therein stated.

ARTICLE 3. That the party of the first part agrees to pay, or cause to be paid, to the said party of the second part, _____ heirs, executors, or administrators, for all the goods and supplies received under this agreement, at the rate or price affixed to each article designated in said schedule; payment to be made on presentation, at the Office of Indian Affairs, of invoices of the goods received after the same shall have been properly approved.

ARTICLE 4. That the party of the second part agrees that all goods or supplies to be furnished under this agreement shall be properly packed and marked, ready for shipment, according to directions, which will be given by said party of the first part.

ARTICLE 5. That it is agreed by and between the parties hereto that all goods or supplies offered for acceptance under this agreement shall be inspected by the samples thereof submitted with the proposals, by persons properly designated for that purpose by the party of the first part, and at such place as he may designate; and if, on such inspection, any of the said goods or supplies shall fail to conform to or equal said samples, the same shall be rejected, and the party of the first part shall have authority to require of the said party of the second part the delivery, within five days after such rejection, of proper goods or supplies in the place of those rejected. In case said party of the second part shall fail to deliver such proper goods or supplies within the said period of five days, then the said party of the first part shall have the right to purchase, or cause to be purchased, in open market, or otherwise, such goods or supplies as may be required to supply the deficiency. And the party of the second part, and _____ sureties, shall be held accountable, under the bond which may be given for the faithful performance of this agreement, for any excess in the cost of the goods or supplies so purchased over and above the cost of the same at the price or prices designated in the schedule hereunto annexed. Provided, That in the case of any article to be furnished under this contract, if the quality of that offered shall be inferior to the standard of the sample upon which the contract was awarded, and the necessities of the service be such as to compel the party of the first part, or his agents, to accept the article or articles offered, then the same may be received subject to the inspection and test of a competent inspector, to be designated by the party of the first part, to determine the percentage of value less than the sample aforesaid, and upon whose findings payment shall be made at a percentage of deduction twice greater than the difference in value between the articles so furnished and the price herein agreed to be paid.

ARTICLE 6. That it is agreed, however, that, before the United States shall be bound by this agreement, the party of the second part shall furnish a joint and several bond, in the sum of _____ thousand dollars, duly executed, with two or more good and sufficient sureties; said bond to be conditioned for the faithful performance of this agreement, in all its particulars, by the said party of the second part.

a If the contractor delivers at the agencies, this clause should be stricken out.
b If the contractor does not deliver at the agencies, this clause should be stricken out.

ARTICLE 7. That it is agreed by the party of the second part that, in conformity to the requirements of section 3737 of the Revised Statutes, neither this agreement nor any interest therein shall be transferred to any other party or parties, and that any such transfer shall cause the annulment of the agreement so far as the United States are concerned; all rights of action, however, for any breach of this agreement by the contracting parties being reserved to the United States.

ARTICLE 8. That it is agreed by and between the parties hereto that this contract may, by mutual consent, be changed, altered, modified, or abrogated, in whole or in part; but no such change, alteration, modification, or abrogation shall entitle the said party of the second part to increased rates of compensation over the rates herein specified.

ARTICLE 9. That it is further agreed by and between the parties hereto that no member of or delegate to Congress, officer, agent, or employé of the Government, shall be admitted to any share or part in this agreement, or derive any benefit to arise therefrom.

ARTICLE 10. That this agreement is made subject to the approval of the Secretary of the Interior. In witness whereof the undersigned have hereunto subscribed their names and affixed their seals the day and year first above written.

For and on behalf of the United States:

Witness:

_____[SEAL.]
Commissioner of Indian Affairs.
 _____[SEAL.]

SCHEDULE OF ARTICLES referred to in the foregoing contract between _____, Commissioner of Indian Affairs, and _____.

No.	Quantity.	Articles.	Price.	Total.
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				
15				
16				
17				
18				
19				
20				
		Total.....		

ARTICLES OF AGREEMENT

FOR THE

DELIVERY OF GOODS OR SUPPLIES,

BETWEEN

Commissioner of Indian Affairs,

AND

Secretary.

DEPARTMENT OF THE INTERIOR,

Washington, _____ 188 .

The within contract is hereby _____

For _____
 Dated _____
 Expires _____
 Bond, \$ _____

Sureties: _____

Registered, Contract Book, No. _____, p. _____

[5-085.]

THIS AGREEMENT, made and entered into this _____ day of _____,
one thousand eight hundred and _____, by and between _____
for and on behalf of the United States of America, party of the first part, and _____

_____, party of the second part, for _____

Witnesseth. That the said parties have covenanted and agreed, and by these presents do covenant and agree, to and with each other as follows:

ARTICLE 1. The said party of the second part, in consideration of the compensation hereinafter named, agrees to carry on and conduct, under his own immediate supervision, during the fiscal year ending June 30, 188 _____, with such vacations as may be mutually agreed upon, the Industrial Boarding School at _____, for the benefit of such Indian children of both sexes as may be induced to attend, it being understood that the average attendance shall be maintained at _____; and the terms of this contract shall be construed as operative from such time at or since the commencement of the fiscal year as the said school shall have been opened by the said party of the second part. And the said party of the second part agrees to employ and maintain at his own cost a sufficient number of competent teachers and employes, not less than _____ in number, to be subsisted by the party of the second part; who shall instruct the pupils and perform all the duties required at such school, including the preparation of food, making, repairing, and care of the clothing of the pupils, and the cleaning and proper attention to the rooms and care of the school property and appliances.

The party of the second part further agrees _____

to instruct said pupils in the ordinary branches of an English education, and in addition thereto to instruct the boys in farm and garden culture and other industrial and mechanical pursuits adapted to their ages, and to instruct the girls in sewing and house-work. And the party of the second part agrees to furnish monthly reports in duplicate to the Agent at the end of each month upon the blanks provided therefor. The school is to be kept open for instruction five days in each week, holidays excepted, and in case of failure to keep the school open for such time the compensation shall abate pro rata.

ARTICLE 2. The party of the first part, in consideration of the faithful performance by the party of the second part of the aforesaid agreements and stipulations, hereby agrees to furnish to said party of the second part for the school purposes named, the use of the boarding-school buildings at said Agency, with the furniture, crockery utensils, and appliances thereunto belonging and necessary to carry on said school, together with the use of sufficient land for farm and garden purposes, and necessary tools and seeds for cultivating and planting the same, and all books, stationery, and school appliances considered necessary by the party of the first part, and all necessary subsistence and clothing for the school children during the continuance of this contract. Said buildings furniture, and appliances, land and tools, and remaining proceeds of the land to be surrendered by the party of the second part on the termination of this contract, in good order, reasonable wear and tear excepted. And the party of the first part also agrees to pay to said party of the second part the sum of _____ per quarter for each scholar taught in said school during said quarter as hereinbefore specified, payment to be made at the end of each quarter of the fiscal year, upon vouchers in duplicate, duly certified by the U. S. Indian Agent at said Agency that the school has been carried on according to the true intent and meaning of this contract; and payments shall be computed upon the average attendance of pupils in each quarter; provided, however, that the whole aggregate compensation hereunder shall not exceed the sum of _____

ARTICLE 3. In case of the failure of the said party of the second part to comply with the stipulations of this contract according to the true intent and meaning thereof, then the party of the first part shall have the power to annul the same, on ten days' notice to said party of the second part, in which case said party of the second part shall have no claim for compensation for services hereunder from and after such annulment. The party of the first part reserves the right of visitation to the school at all times by the Agent and all persons duly authorized by the party of the first part or the Indian Office, and to dismiss such employes as may be considered unsuitable for their respective positions, or for any other cause.

ARTICLE 4. It is expressly understood by the party of the second part that, in conformity to the requirements of section 3737 of the Revised Statutes, neither this contract nor any interest therein shall be transferred to any other party or parties, and that any such transfer shall cause the annulment of the contract so far as the United States are concerned: all rights of action, however, for any breach of this contract by the contracting parties being reserved to the United States.

ARTICLE 5. It is expressly agreed, and stipulated between the parties to this contract that, upon mutual agreement, it may be changed, altered, modified, or abrogated, in whole or in part; but no such change, alteration, modification, or abrogation shall entitle the said party of the second part to increased rates of compensation over the rates herein specified.

ARTICLE 6. That it is further expressly agreed and understood that no member or delegate to Congress, officer, agent, or employe of the Government shall be admitted to any share or part in this agreement, or derive any benefit to arise therefrom.

ARTICLE 7. That this agreement is made subject to the approval of the Commissioner of Indian Affairs, the Board of Indian Commissioners, and the Secretary of the Interior.

In witness whereof the undersigned have hereunto subscribed their names and affixed their seals the day and year first above written.

Witness:

[SEAL.]

[SEAL.]

ARTICLES OF AGREEMENT

DEPARTMENT OF THE INTERIOR,
OFFICE OF INDIAN AFFAIRS,
Washington, _____, 188 .

Approved _____

Commissioner.

BOARD OF INDIAN COMMISSIONERS,
Washington, _____, 188 .

The within contract is _____

_____ } Ex. Com.

DEPARTMENT OF THE INTERIOR,
Washington, _____, 188 .

The action of the Executive Committee is hereby _____

Secretary.

BETWEEN

AND

For _____
Dated _____
Expires _____

Bond, \$ _____

Sureties: _____
_____ }
_____ }
_____ }
_____ }

Registered, Contract Book No. _____, p. _____

To be made in quintuplicate: one to be retained by agent, one to be delivered to contractor, two to be forwarded to Office of Indian Affairs, and one to "Returns Office."
All contracts must be sealed by wax or other adhesive substance.

[5-086.]

CONTRACT FOR TRANSPORTATION.

THIS AGREEMENT, made and entered into this _____ day of _____, eighteen hundred and eighty-_____, by and between _____

_____, and his successors in office, for and on behalf of the UNITED STATES, of the first part, and _____

of the second part, for _____ heirs, executors, administrators, and assigns—
Witnesseth: That the said parties have covenanted and agreed, and by these presents do covenant and agree, to and with each other as follows, viz:

ARTICLE I. That the said party of the second part shall receive, from and after the date of the execution of this contract, all such goods and supplies of the Indian Department for use during the fiscal year ending June 30, 188 , as may be offered or turned over to _____ for transportation by the party of the first part, or his agents, and shall transport the same without delay, agreeably to the instructions of the said party of the first part, and the stipulations of this contract, and shall deliver them in like good order and condition to the officers or agents of the Indian Department designated to receive them, at the several points named and for the rates given in the tabular statement hereto annexed, which tabular statement is hereby made part hereof.

ARTICLE II. That the supplies to be transported under this agreement shall be consigned to their respective destinations direct, on bills of lading, showing the number, kind, weight, and designation of the several packages or articles, which bills of lading shall be received by the said party of the second part, or _____ authorized agent, and said party of the second part shall be responsible for said supplies until they are delivered according to consignment; then the bill of lading shall be received by the proper officer of the Indian Department at the place of destination for the full quantity of supplies that shall be delivered in good condition, or as found by a Board of Survey, as hereinafter provided.

ARTICLE III. That all supplies transported under this agreement shall be delivered at their destination within the time specified in the tabular statement, from and after the date they are turned over to the party of the second part; and that for any and all delay in the delivery of said supplies beyond the period herein specified, the party of the second part shall be charged at the rate of two dollars per diem for each 1,000 pounds of supplies so delayed, and that all wagons used for the transportation of supplies under this agreement shall be serviceable, well covered, and satisfactory to the party of the first part.

ARTICLE IV. That the party of the second part shall provide any and all warehouse facilities, without charge, which may be required between points of shipment and place of destination, and shall deliver the supplies therein, and shall promptly pay or cause to be paid all freight charges or charges for hauling, handling, storing, or loading; and whenever the supplies are detained and held by any railroad company, officer, agent, or other person, for the payment of such charges, said party of the second part shall forfeit and pay the sum of two dollars per diem for each 1,000 pounds so detained and held over and above the period of five days.

ARTICLE V. That when supplies have been transported by the party of the second part under this agreement and loss, damage, or deficiency has occurred, the agent of the Government receiving such supplies shall forthwith determine the amount of such loss, damage, or deficiency, and advise the said party of the second part or _____ agent of his findings, and charge _____ with the amount so determined. The said party of the second part or _____ agent may, however, within twenty-four hours from the receipt of said notice, call for a Board of Survey to examine the findings of said agent, which Board shall thereupon be promptly convened by the said agent, and shall consist of himself and a military officer detailed for that purpose by the commander of the nearest military post, upon the written request of said agent to said commander, whenever said military post be not more than fifteen miles distant; otherwise said Board to be composed of the said agent and some disinterested person to be chosen by him; which Board shall report the causes and amount of said loss, damage, or deficiency. In case of a disagreement between the members of said Board as to the amount of such loss, damage, or deficiency, or the responsibility of the party of the second part therefor, they shall appoint a third and disinterested person to form with them said Board; the decision of a majority of such Board, so constituted as aforesaid, to be final and binding on the parties hereto, and the record of the appointment and findings of said Board of Survey to be attached to the bills of lading and to govern payment thereunder.

For loss of weight due to natural shrinkage, the party of the second part shall not be held liable if the packages are delivered in good order and condition, and the Board of Survey shall be satisfied that such shrinkage did not result from want of care on the part of the party of the second part or agents.

For loss or deficiency attributable to the party of the second part or agents shall pay the cost of the supplies, together with the cost of transportation to the place of destination, and no freight whatever shall be paid on supplies deficient and not made good.

ARTICLE VI. That in case of failure from any cause of the party of the second part to meet the requirements of this contract in a proper manner after due notice shall have been given or agents, then the party of the first part or his agents shall have power to supply the deficiency, either by hire or special contract, or the use of Government transportation, as he may elect, and the said party of the second part, and the sureties on the bond given for the faithful performance of this contract, shall be charged with the additional cost or expense thus incurred.

ARTICLE VII. That in case any one or more of the wagon trains of the said party of the second part shall be delayed by authority of any Government officer or agent at any place upon their route for any time exceeding two days, the said party of the first part shall pay to the said party of the second part, upon a certificate of such agent or officer setting forth a satisfactory reason or cause for issuing such orders, the sum of one dollar per diem for each and every 1,000 pounds so delayed.

ARTICLE VIII. That payment shall be made for all transportation performed under this contract from appropriations made for the current and contingent expenses of the Indian Department for the fiscal year ending June 30, 188 , upon presentation to the Office of Indian Affairs of the bills of lading, named in Article II of this agreement, properly receipted in duplicate, and at the rates specified in the tabular statement hereto annexed, which rates for the entire routes from the places named at the head of said tabular statement to those on the side thereof are expressed, in cents per one hundred pounds, by the figures placed at the intersections of the respective columns.

ARTICLE IX. That, before the United States shall be bound by this contract, a joint and several bond in the sum of thousand dollars, conditioned for the faithful performance of this contract, shall be executed by the said party of the second part, with two or more good and sufficient sureties.

ARTICLE X. That upon mutual agreement this contract may be changed, altered, modified, or abrogated in whole or in part, but no such change, alteration, modification, or abrogation shall be construed as entitling the party of the second part to increased rates of compensation over the rates herein specified, by the figures set under the points of shipment and opposite the points of destination: Provided, That the party of the first part hereto may stop any of the goods to be transported under and by virtue of this contract, at any point on the route by him designated, and compensation for the transportation thereof for the distance so transported shall be paid the party of the second part in proportion to the rate provided herein for the whole distance.

ARTICLE XI. That it is expressly understood by the party of the second part that, in conformity to the requirements of section 3737 of the Revised Statutes, neither this contract nor any interest therein shall be transferred to any other party or parties, and that any such transfer shall cause the annulment of the contract so far as the United States are concerned; all rights of action, however, for any breach of this contract by the contracting parties being reserved to the United States.

ARTICLE XII. That it is further expressly agreed and understood that no member of or delegate to Congress, officer, agent, or employé of the Government, shall be admitted to any share or part in this agreement or derive any benefit to arise herefrom. See section 3739, Revised Statutes.

ARTICLE XIII. That this agreement is made subject to the approval of the Secretary of the Interior. In witness whereof the undersigned have hereunto subscribed their names and affixed their seals the day and year first above written.

Witness: For and on behalf of the United States:

Witness lines with [SEAL.] and Commissioner of Indian Affairs.

TABULAR STATEMENT referred to in Articles I and VIII of the foregoing agreement, and made a part thereof.

Table with columns To, From, and Goods to be delivered within, viz:

ARTICLES OF AGREEMENT FOR TRANSPORTATION BETWEEN AND Dated Expires Bond, \$ Sureties: Registered, Contract Book No., p.

DEPARTMENT OF THE INTERIOR, Washington, 188. The within contract is Secretary.

[5-121.]

INDIAN AGENCY.—ss.

I, _____, United States Indian Agent for the Indians of the _____ Agency in _____ do solemnly _____ that in the application of _____, herewith submitted, I have no interest, directly or indirectly, present or prospective, in the proposed business or the profits arising therefrom, nor any person for me, and that no arrangement for any benefit to myself or other person or persons on my behalf is in contemplation in case this application shall be granted and the license issued.

Sworn to and subscribed before me this _____ day of _____, A. D. 188 .

(To accompany Circular 84, 1881.)

[5-120.]

UNITED STATES INDIAN SERVICE,

_____ Agency, _____

_____, 188 .

SIR: You are hereby authorized during my absence* _____ to take charge of this Agency and transact for me the business thereof, and to sign my name officially to all papers pertaining to said transactions per your name and position, and I will be responsible for all acts of yours under this authority.

U. S. Indian Agent.

*State cause of absence; if on "leave," date of commencement and length thereof; if under orders, a copy should be annexed.

To be made in *triplicate*; one copy to be forwarded to Office of Indian Affairs, one to be given to the party authorized, and to be retained in the Agency files.

See section 181 Regulations Indian Department, 1884.

[5-141.]

Use a separate sheet for each school in your Agency, whether conducted by Government or other parties, and whether boarding, day, or night school.

- | | | | | | | | | | | | | | | | | | | | | | | |
|---|--|----------------------|--------|----------|--------|--|--|--|--------------|----------------------|---------|--|--|---------|--|--|--------|--|--|-----------------|--|--|
| <ol style="list-style-type: none"> 1. Name of school, 2. Boarding, day, or night, 3. How sustained, 4. No. of teachers: Male, Female, 5. No. of pupils who can be accommodated in the school, (a) 6. Whole number of different scholars who have attended the school one month or more during the year, (b) Male, Female, 7. No. of months during which the school has been maintained, 8. Average attendance during that time, 9. Largest average attendance during any one month, 10. Name of the month, 11. Total cost of maintaining the school, (c) <ol style="list-style-type: none"> (a) Salaries of teachers and employés, (b) All other expenses, 12. Amount of funds expended for support of the school, (c) <ol style="list-style-type: none"> (a) By Government, (b) By other parties, (d) | <ol style="list-style-type: none"> 13. Industries taught in the school, 14. No. of acres cultivated by the school, 15. Amount and kind of crops raised, 16. Stock belonging to the school: Horses, <table style="margin-left: 20px; border: none;"> <tr> <td>Cattle,</td> <td>Swine,</td> <td>Domestic</td> </tr> <tr> <td>fowls,</td> <td></td> <td></td> </tr> </table> 17. Increase during the year: <table style="margin-left: 20px; border: none;"> <tr> <td></td> <td>By purchase.</td> <td>By natural increase.</td> </tr> <tr> <td>Horses,</td> <td></td> <td></td> </tr> <tr> <td>Cattle,</td> <td></td> <td></td> </tr> <tr> <td>Swine,</td> <td></td> <td></td> </tr> <tr> <td>Domestic fowls,</td> <td></td> <td></td> </tr> </table> | Cattle, | Swine, | Domestic | fowls, | | | | By purchase. | By natural increase. | Horses, | | | Cattle, | | | Swine, | | | Domestic fowls, | | |
| Cattle, | Swine, | Domestic | | | | | | | | | | | | | | | | | | | | |
| fowls, | | | | | | | | | | | | | | | | | | | | | | |
| | By purchase. | By natural increase. | | | | | | | | | | | | | | | | | | | | |
| Horses, | | | | | | | | | | | | | | | | | | | | | | |
| Cattle, | | | | | | | | | | | | | | | | | | | | | | |
| Swine, | | | | | | | | | | | | | | | | | | | | | | |
| Domestic fowls, | | | | | | | | | | | | | | | | | | | | | | |

(a) If a boarding school, state also the number of day pupils, if any, who can be accommodated in addition to boarders.

(b) If a boarding school, give day pupils, if any separate from the boarders.

(c) Total of (a) and (b) in question 11 should equal total of (a) and (b) in question 12.

(d) Name of the parties making the contributions and the amount given by each.

STATISTICS

ACCOMPANYING

ANNUAL REPORT.

School.

Agency.

[5-279.]

[This requisition must be made out and forwarded in duplicate.]

No. _____

Reg. No. _____

UNITED STATES INDIAN SERVICE,

Agency, _____

8

The Hon. Commissioner of Indian Affairs.

SIR: I have the honor to request that the following articles of stationery be furnished for official use in this office during the fiscal year ending June 30, 188 .

Very respectfully,

U. S. Indian Agent.

Item No. on Department schedule.	Quantity.	Description of articles.	Price.		Aggregate cost.	
			Dolls.	Cts.	Dolls.	Cts.
1	reams	Foolscap paper per ream				
2	reams	Legal-cap paper per ream				
4	reams	Letter paper, as follows:				
		reams whole sheets, printed official heading per ream				
		reams half sheets, printed official heading per ream				
8	reams	Note paper, printed official heading per ream				
15	quires	Envelope paper, buff per ream				
19	quires	Manila wrapping paper, 24 by 36 inches, per ream				
21	quires	Blotting paper, 19 by 24 inches per ream				
35		Envelopes, white, 8 $\frac{3}{8}$ by 3 $\frac{3}{8}$, printed official heading per M.				
36		Envelopes, white, 8 $\frac{3}{8}$ by 3 $\frac{3}{8}$, printed official heading per M.				
37		Envelopes, white, 10 by 4 $\frac{1}{2}$, printed official heading per M.				
40		Envelopes, manila, 11 $\frac{1}{2}$ by 5 inches, printed official heading per M.				
41		Envelopes, manila, 10 $\frac{1}{2}$ by 6 $\frac{1}{2}$ inches, printed official heading per M.				
47		Envelopes, white, No. 6, printed official heading per M.				
50	gross	Rubber bands, as follows:				
		gross No. 00 $\frac{1}{2}$; gross No. 00 $\frac{1}{2}$;				
		gross No. 000 $\frac{1}{2}$ per gross				
51	gross	Rubber bands, as follows:				
		gross No. 11; gross No. 16; gross No. 32 per gross				
52	gross	Steel pens, as follows:				
		gross				
		gross				
		gross				
		gross per gross				
64	dozen	Pen-holders, assorted per dozen				
70	dozen	Black lead-pencils, Faber's, as follows:				
		doz. No. 1; doz. No. 2; doz. No. 3; doz. No. 4 per dozen				
73	dozen	Pencils, Dixon's, red, blue, and green, as follows:				
		doz. red; doz. blue; doz. green per dozen				
74	dozen	Black lead-pencils, Dixon's, as follows:				
		doz. "M."; doz. "S. M."; doz. "S." per dozen				
78	bottles	Crimson ink, Carter's, 4-ounce per dozen				
79	quarts	Black ink, Davids' per dozen				
80	quarts	Fluid, Spencerian per dozen				
81	quarts	Fluid, Arnold's per dozen				
		Amount carried forward				

Item No. on Department schedule.	Quantity.	Description of articles.	Price.		Aggregate cost.	
			Dolls.	Cts.	Dolls.	Cts.
		Amount brought forward.....				
83	quarts	Writing and copying ink, Carter's..... per dozen				
84	quarts	Copying ink, French.....				
86	bottles	Carmine ink, Davids', 2-ounce..... per dozen				
89	quarts	Mucilage.....				
90	bottles	Mucilage, 8-ounce, with brush..... per dozen				
91		Pen racks..... per dozen				
93		Rulers, wooden, as follows:				
	 15 inch; 18 inch..... per dozen				
98		Paper-folders, ivory..... per dozen				
99		Ink-stands, as follows:				
	 2½-inch, fluted; 2½-inch, round, per dozen				
100		Copying brushes..... per dozen				
101		Sponge-cups, glass..... per dozen				
103		Mucilage stands..... per dozen				
104	cakes	Artist's rubber (..... lbs.)..... per lb.				
107		Steel erasers, spear..... per dozen				
113	cakes	Rubber ink erasers (..... lbs.)..... per lb.				
114		Press copy-books, 10 by 12 inches..... per dozen				
122	spools	Red tape..... per dozen				
128	boxes	Paper fasteners, McGill's (100 to each box) per box.....				
129	pounds	Sealing-wax, red..... per lb.				
133	papers	Pins, No..... per dozen				
134	pounds	Sponge, for sponge-cups..... per lb.				
136	pounds	Hemp twine, as follows:				
	 pounds small; pounds medium; pounds large..... per lb.				
145	sheets	Oiled paper for press copying..... per sheet.				
147	dozen	Black lead-pencils, Eagle, rubber heads, per dozen.....				
148	dozen	Black lead-pencils, in cedar..... per dozen				
149	dozen	Ink, in small bottles..... per dozen				
155	dozen	Black lead-pencils, Eagle, as follows:				
	 doz. No. 1; doz. No. 2; doz. No. 2½; doz. No. 3..... per dozen				
		Total.....				

NOTE No. 1.—Steel pens may be selected from the following variety: Gillott's, Nos. 170, 294, 232, 303, 390, and 404; Esterbrook's, Nos. 9, 11, 14, 24, 048, 049, 97, 122, and 130; Spencerian, Nos. 1, 2, and 3; Dreka's, Nos. 1 and 2 (engrossing); Perry's, Nos. 2, 27, and 127. The name of each kind of pen desired should be inserted in the list opposite item 52, and the total quantity entered in the proper column.

NOTE No. 2.—If any articles are required which are not named in the foregoing list a separate requisition must be made out for them.

NOTE No. 3.—Requisition, MADE OUT IN DUPLICATE, should be forwarded on the first of February preceding the commencement of the fiscal year for which the stationery is required, for a supply sufficient to last one year.

NOTE No. 4.—School books and stationery for schools must be estimated for on the form provided for that purpose, and not included in this requisition.

Requisition for printing envelopes, No. _____ Requisition for printing paper, No. _____

Issued _____, 188 , by _____

Packed _____, 188 , by _____

_____ boxes shipped per _____

_____ , _____, 188 { A. _____ lbs. } Total weight, _____ lbs.

_____ } B. _____ lbs. }
 _____ } C. _____ lbs. }

Transportation Receipt No. _____

_____ packages by mail, namely: Misc. articles, _____; Paper, _____; Envelopes, _____

Shipped _____, 188 . Date of invoice, _____, 188 .

[5-979.]

U. S. INDIAN SERVICE,

OFFICE OF INDIAN AFFAIRS,

Agency, _____, 188 .

Washington, _____, 188 .

Respectfully forwarded to the Hon. Secretary of the Interior with the recommendation that stationery be supplied to the Indian Agent as herein requested.

STATIONERY

FOR THE

REQUISITION

U. S. Indian Agent.

Commissioner.

Fiscal year ending June 30, 188 .

_____ OF _____
 County of _____, State of _____, ss:
 On this _____ day of _____, A. D. one thousand eight hundred
 and eighty-_____, personally appeared before me, a _____ in and for
 the _____ and county aforesaid, _____, who, being duly sworn
 according to law, declares that he is the publisher of the _____,
 a* _____ newspaper published in the _____ of _____,
 in the county of _____, State of _____; that the rates for advertising in
 said newspaper, as shown in the following schedule, are the regular commercial rates charged to pri-
 vate individuals, with the usual discounts; that _____ is the kind of type used, and that
 the charges are made by the line or square of _____ lines.

	One time.	Two times.	Three times.	Four times.	Five times.	Six times.	Two weeks.	Three weeks.	One month.
One daily									
One every other day									
One twice a week									
One once a week									
One in weekly edition									

_____ Publisher of _____

Sworn to and subscribed before me this _____ day of _____, A. D.

eighteen hundred and eighty-_____

[SEAL.] _____

Extract from act of Congress approved June 20, 1878.—"That hereafter all advertisements, notices, proposals for contracts, and all forms of advertising required by law for the several Departments of the Government may be paid for at a price not to exceed the commercial rates charged to private individuals, with the usual discounts; such rates to be ascertained from sworn statements to be furnished by the proprietors or publishers of the newspapers proposing so to advertise."

* Daily or weekly.

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