

After the printed sheets are taken from the machine, they are used to fill in the detailed figures in the hundred and one varieties of tables which will ultimately be prepared. It will then be possible, for example, to ascertain rapidly how many plumbers there are in any particular Electoral Division, or how many plumbers there are between the ages of 30 and 35, or with or without dependants, or working in the building trade, or in the shipbuilding trade, and so on. There is practically no limit to the amount of detailed information which can be extracted from the machine cards with very little effort, once the details from the Personal Cards have been transferred to them.

The tabulation of the Property Cards will entail considerably more clerical work. Apart from the purely clerical work, adding machines will be used for verifying the accuracy of the figures and for some of the tabulations that will be required. In general, however, a rather similar method to that used for the Personal Cards will be followed. For this purpose, a somewhat different type of machine is used, but it is so very complex that I could not describe it in a short talk. The main point about it, however, is that it will add up amounts of money represented by the punching in the columns of the cards. Not only will it do this, but it will itself punch a new summary card containing the totals for any group of cards which it has added up.

This is my last talk to you about the National Register. In concluding it, I must express my thanks to the Australian Broadcasting Commission for permitting me to speak so often over the National Network. I hope that what I have said by way of explanation and suggestion may prove to have been helpful.

I will end by reminding you again that the return of National Register cards, duly filled in, is a duty imposed by law, and that the last day for posting your cards is next Saturday, the 29th July. Please don't wait for the last day. Act at once.

NATIONAL REGISTER : CENSUS OF MEN.

INSTRUCTIONS FOR FILLING IN PERSONAL CARD.
FORMS SHOULD BE FILLED IN AND POSTED WITHOUT DELAY.

PENALTY.—A person failing to send in a form, or knowingly making a false statement in a form, is liable to a maximum penalty of £50, or three months' imprisonment, or both.

PERSONS REQUIRED TO SEND IN A FORM.—All male persons who have attained the age of 18 years and have not attained the age of 65 years must send in a form.

WRITE CLEARLY. Fill in your card IN INK.

Do not enclose any other documents with your card.

NAME.—Print in your SURNAME in BLOCK LETTERS. Give ALL your Christian or other names. For example—

SURNAME..... JENKINSCHRISTIAN NAMES..... John William.....

USUAL POSTAL ADDRESS.—Give the address where you USUALLY reside. This is the one which will most readily find you, no matter where you may happen to be temporarily. Make the address as full as possible. For example—
"Mentone", 47 Hollerith Road, Globe, Sydney, STATE N.S.W.

NOTE.—All male persons who attain, or have already attained, the age of 18 years, and have not attained the age of 21, are required to notify any change of address within 80 days after changing their address. Cards for this purpose will be available at all Post Offices by 31st July.

COMMONWEALTH ELECTORAL DIVISION IN WHICH USUAL RESIDENCE IS SITUATED.—If uncertain of the name of the Division, inquire of any Postal or Police Official or Electoral Registrar.

QUESTION 1.—AGE LAST BIRTHDAY.—Be sure to state your age at your LAST birthday. If you are uncertain of your exact age, you must endeavour to ascertain it. If that be found impossible, insert what you believe to be your age LAST birthday.

QUESTION 2.—COUNTRY OF BIRTH.—If either you yourself, or your father, or your mother, were BORN IN AUSTRALIA, insert the name of the STATE OR TERRITORY. IF BORN OUTSIDE AUSTRALIA, insert the name of the COUNTRY, NOT the town or other locality. For example—

Country of birth of yourself..... N.S.W.
" " your father..... England.
" " your mother..... Victoria.

QUESTION 3.—NATIONALITY.—If you are a British subject enter a cross (X) in one square only and be sure that it is the correct square. If British by naturalization also state FULL particulars so that your claim can be readily verified. For example—

British, natural born British, naturalized
Place and date of naturalization } Melbourne.
} 14th May, 1932.

If you are of foreign nationality, do not enter anything in either square, but write in on the line provided the name of the foreign country or state of which you are still legally a subject or citizen.

QUESTION 4.—CONJUGAL CONDITION.—Enter a cross (X) in the correct square (one square only). Widowers and divorced persons who have remarried, and persons "judicially separated" must state themselves as "Married".

QUESTION 5.—DEPENDENT RELATIVES.—This question relates only to relatives who are wholly or in substantial degree DEPENDENT upon you. Enter a cross (X) in the square or squares for "Father", "Mother", or "Wife", where such dependency exists. On the lines "Number of Children under 16 years" and "Other Dependent Relatives" enter the actual NUMBERS, not a cross. In giving the number of "Other dependent relatives", count brothers, sisters, wife's parent or parents, &c., if wholly or substantially dependent upon you. Do not include your own father, mother or wife in the figure (if any) for other dependent relatives. For

example, if you have, in addition to your wife and two children under the age of 16, your own mother and one other relative substantially dependent upon you, show thus—

DEPENDENT RELATIVES (if any)—Father Mother Wife

Number of children under 16 years..... 2
Number of other dependent relatives..... 1

QUESTION 6.—HEALTH.—Enter a cross (X) in the correct square (one square only). Answer "GOOD" if your health is usually satisfactory, even though you are suffering temporarily from a minor ailment. Answer "BAD" if you are suffering from an acute illness or serious chronic complaint. Answer "INDIFFERENT" if your health is usually not good, but is not as bad as just indicated.

QUESTION 7.—PERMANENT PHYSICAL DISABILITIES.—State briefly but exactly the nature of any permanent disability, of the kinds indicated, whether or not it affects your capacity to follow your calling. If you have lost a limb, state which limb. Thus—
Slightly deaf; or Lost second finger of right hand; or Blind in right eye; or Totally deaf and dumb; &c., as the case may be.

QUESTION 8.—GRADE OF OCCUPATION.—Enter a cross (X) in the square opposite the description which applies to you at present. Do NOT ENTER a cross IN MORE THAN ONE OF THE SIX SQUARES SHOWN UNDER QUESTION 8.

If you are eligible for and receiving Work for Sustenance or Relief Work, whether or not you are actually engaged on such work at the time of filling in your card, put a cross (X) in the square numbered 5.

All persons to whom the description given in parts (a), (b), (c) and (d) of the question do not apply, e.g., pensioners, retired persons, persons of independent means, scholars, dependants, &c., should show themselves as "(e) OTHERS" by putting a cross (X) in the square numbered 6.

QUESTION 9.—UNEMPLOYMENT.—(a) If you have been unemployed at any time during the past 12 months, state the TOTAL number of weeks you have been unemployed against the line (a). Count any period of Sustenance or Relief Work as a period of unemployment.

(b) If you are AT PRESENT unemployed, state on the line provided the period since you were last employed in ANY occupation (other than Sustenance or Relief Work), even though your last occupation was not your usual one.

For example, a carpenter who had been completely unemployed in the first three months of the past year, engaged intermittently on Sustenance or Relief Work for the next three, and then employed as a builder's labourer for the last six months, should write "26" weeks in answer to (a) and should make no entry under (b). (He should have already placed a cross in the square numbered 4 under Question 8.)

QUESTION 10.—CRAFT OR OCCUPATION.—In answer to part (1) of this question state EXACTLY WHAT KIND OF WORK YOU NOW PERFORM AS AN INDIVIDUAL—NOT the industry, trade or organized service in which it is performed. If unemployed, state your usual occupation. If the conditions of your employment are regulated by law, use the designation in the award, determination or agreement which applies to you. It is most important that you should answer this question as clearly and as explicitly as possible, and state exactly the standard or class of your qualifications. For example—

Bank teller; Machinist, first-class (slotting); Bricklayer's labourer; Plasterer's apprentice (in 3rd year); Engineering student (in 2nd year); Carpenter and Joiner (tradesman) or (stockwork); Electrical fitter (tradesman); Drop hammer-smith.

In answer to part (11) insert the exact description of any other craft or occupation which you are competent to follow, or any other special qualifications you may possess. Indicate briefly your degree of skill or training. For example—

Carpenter (not served apprenticeship); Watch repairer (served apprenticeship); Model maker (self-taught); Artist (water colour and oil); Wireless telegraphist; Linguist (fluent in French and German).

State, in order of proficiency, on the lines provided, not more than two such alternative occupations. If you could follow any others, or have insufficient space to describe your special qualifications, write any further DETAILS on the back of the card.

QUESTION 11.—INDUSTRY.—State here THE PARTICULAR BRANCH OF INDUSTRY TRADE OR SERVICE, or the profession in which you are NOW engaged, especially if your employer is engaged in several branches of one or more industries. If employed by a Government or other public body state the branch of its activity in which you are engaged. If unemployed, state usual industry, trade or service. If not actively engaged in industry, trade or service of any kind state the reason, e.g., "pensioner", "dependant", "retired", "independent means", "student", "invalid", &c.

If you possess any special qualifications which are not provided for on the card, and which you think would fit you for some special service in an emergency, please give the particulars as concisely as possible on the back of the card.

ROLAND WILSON,
Commonwealth Statistician.

(Please turn over.)

NATIONAL REGISTER: CENSUS OF PROPERTY.

INSTRUCTIONS FOR FILLING IN PROPERTY CARD.

FORMS SHOULD BE FILLED IN AND POSTED WITHOUT DELAY.

PENALTY.—A person failing to send in the required form or forms, or knowingly making a false statement therein, is liable to a maximum penalty of £50, or three months' imprisonment, or both.

PERSONS REQUIRED TO SEND IN FORMS.

1. Every person who owns property in his own right of a value not less than £500 must furnish a separate card in respect of his own property.

2. In his representative capacity—

- (a) the legal representative of a company or other corporate body,
- (b) the agent of a person permanently or temporarily absent from Australia,
- (c) the trustee of a trust estate,
- (d) the legal representative of a person who is under legal disability—

must furnish a separate card in respect of the property of each person, corporate body or estate represented if the value of that property is not less than £500.

3. In his representative capacity, the secretary, manager or a director of a company must furnish a separate card in respect of the total value (if not less than £500) of any shares in or debentures of that company, owned by persons permanently resident outside Australia. (Insert the words "Absentee share and debenture holders" after name of company at top of card. The names and addresses of individual share and debenture holders are not required. Fill in the particulars opposite Questions 6 (a) and 6 (b) in Column (B) of the card.)

DATE OF RETURN.—The particulars must be filled in as at the 30th June, 1939. With respect to TRADE ASSETS AND LIABILITIES ONLY the particulars will be accepted as at the LATEST balancing date on or after the 30th June, 1938.

METHODS OF VALUATION.—Except where otherwise indicated, the MARKET VALUE of the assets must be given. In the case of Government and other Public Securities, and Company Shares and Debentures which are quoted on the Stock Exchanges, market values can be ascertained from the daily press and other sources. The market value of public securities, shares and debentures which are not publicly quoted should be estimated as accurately as possible. "BOOK" VALUES may be used in substitution for market values by individuals and corporations customarily trading in securities.

WRITE CLEARLY. Fill in cards in INK.

NAME.—If filling in the card in respect of your own property, or the property of an individual, print in first the SURNAME in BLOCK LETTERS. Give ALL Christian or other names, and add either Mr., Mrs. or Miss. If filling in the card for a company or other corporate body, print in the name in full in BLOCK LETTERS.

USUAL POSTAL ADDRESS.—For an individual, give in full the address of USUAL residence. If the return applies to an individual TEMPORARILY absent from Australia, give usual AUSTRALIAN address. For a corporate body, give in full the address of the Registered Office.

ASSETS ON 30th JUNE, 1939 (TO NEAREST £).

QUESTION 1.—CASH IN HAND.—Include all money, such as pocket-money, till-money money in any safe or safe-deposit, &c. If exact amount at 30th June is not known, make the best estimate you can. The answer "Not known" will not be accepted.

QUESTION 2.—SAVINGS BANK DEPOSITS.—The balance as at 30th June, including accrued interest, must be inserted here. This can be ascertained from your deposit book or by inquiry at the bank. Include all savings bank balances except deposit stock, which must be included in answer to Question 4.

QUESTION 3.—MONEY AT CURRENT ACCOUNT IN BANKS, ETC.—This can be ascertained from your bank pass-book, &c. Show the balance as at 30th June. If the balance is a debit, the amount of the overdraft must be shown in answer to Question 18. Savings Bank balances must NOT be shown here, but in answer to Question 2.

QUESTION 4.—FIXED DEPOSITS IN BANKS, BUILDING SOCIETIES, ETC.—The aggregate of all your fixed deposits with banks, building societies and other institutions (including savings bank deposit stock) must be stated here.

QUESTION 5.—GOVERNMENT AND OTHER PUBLIC SECURITIES, ETC.—Insert here the market value as at 30th June of all your Government and Local Government Stocks, Bonds, &c., and securities issued by other public bodies.

QUESTION 6.—(a) SHARES IN COMPANIES.—The market value as at 30th June of all your shares in companies of all kinds must be inserted here.

(b) **DEBENTURES OF COMPANIES.**—The market value as at 30th June of all the debentures you hold in companies of all kinds must be inserted here.

NOTE.—The companies referred to in this question are incorporated companies, whether public, private or proprietary, and NOT partnerships and syndicate undertakings, which are referred to in Question 14.

QUESTION 7.—AMOUNTS OWING (TO YOU OR TO THE PERSON TO WHOM THE RETURN APPLIES).—

(a) **MORTGAGES ON LAND.**—The total amount outstanding on all loans made by you on mortgages on land must be stated here.

(b) **OTHER AMOUNTS.**—The total amount of all other debts owing to you, whether secured or unsecured, must be stated here.

QUESTION 8.—VALUE OF STOCK-IN-TRADE.—The estimated value of the stock as at 30th June should be stated here. Trading stock may be valued either at cost price or market selling value, or the price at which it can be replaced.

QUESTION 9.—VALUE OF LIVE STOCK.—State here the total value of all animals of economic value belonging to you as sole owner. Include the value of your share as part owner of any stock NOT included in answer to Question 14. Animals of economic value include animals such as sheep, goats, horses, cattle, poultry, &c.

QUESTION 10.—VALUE OF PLANT, INCLUDING MACHINERY, TOOLS, IMPLEMENTS, VEHICLES, ROLLING STOCK, ETC., USED FOR TRADE PURPOSES.—The value required is the estimated value as at 30th June. Include the value of motor cars and other motor vehicles used mainly or exclusively for trade purposes.

QUESTION 11.—VALUE OF FURNITURE AND FITTINGS USED FOR TRADE PURPOSES.—The value required is the estimated value as at 30th June. Do not include household furniture here, but in answer to Question 15.

QUESTION 12.—VALUE OF LAND OWNED.—The UNIMPROVED VALUE of the land is the total value less the value of all improvements thereon. The VALUE OF IMPROVEMENTS is the value of buildings, fences, walls, &c., not already included in answer to Questions 10 and 11. The separate valuations of unimproved value and of improvements must NOT be entered in the ruled columns, but must be entered on the lines inset, and the TOTAL ONLY extended into the appropriate column on the line opposite the bracket. Do not use this line unless you are sole owner.

WHERE YOU ARE NOT THE SOLE OWNER of any land, state in the appropriate column on the second line the value of your interest only in the land, including all improvements not already included in answer to Questions 10 and 11.

Do NOT make any deductions for amounts owing on mortgages, which should be stated in answer to Question 19. Reference may be made to notices of assessment from Local Government and Land Taxation Authorities to arrive at the values required.

QUESTION 13.—NET VALUE OF INTERESTS IN LEASES HELD.—

(a) **FROM PRIVATE PERSONS.**—Insert here the estimated amount that the unexpired term of the lease might be expected to realize if offered for sale on such reasonable terms as a *bona fide* seller would require.

(b) **FROM THE CROWN.**—If you hold a conditional purchase lease insert here the market value of the lease, less any payments due to the Crown. If the lease is not of this character, insert the estimated amount that the unexpired term of the lease might be expected to realize if offered for sale on such reasonable terms as a *bona fide* seller would require.

QUESTION 14.—VALUE OF SHARE OF NET ASSETS IN PARTNERSHIP OR SYNDICATE UNDERTAKINGS.—If you have a share in any such undertakings, the value of your share of the net assets of the partnership or syndicate must be inserted here. The total value of all the net assets of the undertaking must first be determined as in the case of an individual, each item being valued according to the instructions contained herein.

QUESTION 15.—VALUE OF HOUSEHOLD FURNITURE AND EFFECTS AND PERSONAL EFFECTS (INCLUDING VEHICLES AND PLANT USED FOR OTHER PURPOSES THAN TRADE OR OCCUPATION).—The estimated total value of all items of this kind must be inserted here. Include the estimated market value of motor cars, motor bicycles, &c., used mainly or exclusively for private pleasure.

QUESTION 16.—VALUE OF INTERESTS AS A BENEFICIARY IN TRUST ESTATES.—If you have any pecuniary interests as a beneficiary in trust estates, whether as life-tenant, reversioner or otherwise, the estimated value of such interests must be inserted here. If in doubt as to the value of your interest, consult the trustees. Write the name of the trust estate, and the name(s) of the trustee(s) on the back of the card.

QUESTION 17.—VALUE OF PROPERTY NOT ENUMERATED ABOVE, EXCLUSIVE OF LIFE ASSURANCE AND FRIENDLY SOCIETY POLICIES.—All other property of any monetary value, exclusive of Life Assurance and Friendly Society policies, must be valued at what it would bring in the market, and the total inserted on this line.

LIABILITIES ON 30th JUNE, 1939 (TO NEAREST £).

QUESTION 18.—BANK OVERDRAFT.—The total of your outstanding overdraft(s) or other advance(s), if any, from banks as at 30th June must be inserted here. Do not include any advances secured by mortgages on land.

QUESTION 19.—AMOUNTS OWING ON MORTGAGES ON LAND.—The total amount owing by you on the security of mortgages on land must be shown here.

QUESTION 20.—ALL OTHER AMOUNTS OWING (BY YOU OR BY THE PERSON TO WHOM THE RETURN APPLIES).—The total amount owing by you (other than bank overdrafts and any amounts secured by mortgages on land) must be shown on this line.

SIGNATURE.—Each card must be signed at the foot by the person who fills it in. If the details do not relate to his own property, he must state the capacity in virtue of which he renders the return on behalf of the person, corporate body or estate described at the head of the card.

ROLAND WILSON,
Commonwealth Statistician.
(Please turn over.)

WRITE CLEARLY.

COMMONWEALTH OF AUSTRALIA: NATIONAL REGISTER.

SURNAME..... CHRISTIAN NAMES..... STATE.....
(Block letters.)
USUAL POSTAL ADDRESS.....
(If away from usual residence when filling in card, give address of usual residence.)
COMMONWEALTH ELECTORAL DIVISION IN WHICH USUAL RESIDENCE IS SITUATED.....

1. Age last birthday..... years.
2. Country of birth of yourself.....
" " your father.....
" " your mother.....
- * 3. Nationality—
British, natural born British, naturalized
Place and date of naturalization.....
Foreign (state country).....
- * 4. State whether ¹ Never Married ² Married ³ Widower ⁴ Divorced
- * 5. Dependent Relatives (if any)—Father Mother Wife
Number of children under 16 years..... Number of other dependent relatives.....
- * 6. My general health is Good ¹ Bad ² Indifferent ³
7. If blind, deaf, dumb, crippled or otherwise maimed, state nature of disability—
.....

- * 8. GRADE OF OCCUPATION—
- (a) Employer of labour other than domestic 1
(b) Working on own account but not employing labour 2
(c) Employee (including apprentices but not sustenance or relief workers)—
 { working at usual occupation 3
 or
 { working at other than usual occupation 4
(d) Unemployed (including Sustenance and Relief Workers) 5
(e) Others (including pensioners, dependants, "retired", "independent means", &c.) 6
9. UNEMPLOYMENT—
(a) State total number of weeks unemployed in past 12 months.....
(b) If unemployed now, state period since last employed in any occupation (other than Sustenance or Relief Work)—
 Months Weeks Days.
10. CRAFT OR OCCUPATION—
(i) State craft or individual occupation in which now engaged—
.....
(ii) State any other skilled craft or occupation in which you have special skill or training—
No. 1.....
No. 2.....
11. INDUSTRY—
State branch of industry or profession in which now engaged—
.....

* Where marked * enter a cross in appropriate square (one square only for each question except No. 5). Date..... Signature.....

PERSONAL CARDS—WORK DOCKET.

State..... Electoral Division..... Code.....

Box No..... First Card No..... Last Card No.....

Particulars.	Questions 1 to 7.		Questions 8 to 11.	
	By.	Date.	By.	Date.
Coded				
Check Coded				
Numbered. By.	Date.	Card Punching.		
Last Card previous box (Box No.....)			By.	Date.
Address Cards. By.	Date.	Key-punched .. Verified .. Re-punched .. Gang-punched ..		
Typed.....				
Checked.....				
Numbers re-checked—By.....	Date.....			

COMMONWEALTH OF AUSTRALIA : NATIONAL REGISTER.

To be filled in by every male person who attains or has attained the age of 18 years and has not attained the age of 21 years, who changes his address.

SURNAME.....
(Block letters.)

CHRISTIAN NAMES.....

Present Address.

Usual Postal Address.....

STATE

Commonwealth Electoral Division
in which usual residence is situated.....

Former Address.

Address

STATE

Commonwealth Electoral Division
in which former residence was situated.....

Signed.....

Date.....

N.R. 24.

[PLEASE TURN OVER.]

Section 22 of the *National Registration Act 1939* provides that—

"Any male person who has attained the age of eighteen years, or who, after the commencement of this Act, attains the age of eighteen years, and has not attained the age of twenty-one years shall, within thirty days of any change occurring in his address, notify that change of address in the prescribed manner."

The Regulations under the Act provide that—

"A person required by section 22 of the Act to notify his change of address shall notify that change by obtaining from a post office or postal receiving office a card provided for the purpose and filling in and transmitting the card to the Commonwealth Statistician."

Penalty: Any person who fails to comply with any provision of the Act or the Regulations thereunder is liable to a maximum penalty of £50 or three months' imprisonment, or both.

NATIONAL REGISTRATION ACT, 1939.

N.R. 7.

The Postmaster,

The following documents referred to in National Register Special Circulars dated 19th May, and 15th June, 1939, are enclosed herewith—

.....Wealth Cards.....Personal Cards.....Instruction Sheets

Please check the contents of the parcel and sign and return this card to me by return mail.

ROLAND WILSON,

Commonwealth Statistician.

COMMONWEALTH BUREAU OF CENSUS AND STATISTICS.

ACKNOWLEDGEMENT.

The documents specified above were received by me on.....

8236...

.....*Postmaster.*

NATIONAL REGISTRATION ACT, 1939.

N.R. 8.

The Postmaster,

The following documents referred to in National Register Special Circular dated 19th May, 1939, are enclosed herewith—

.....Envelopes.

Please check the contents of the parcel and sign and return this card to me by return mail.

ROLAND WILSON,

COMMONWEALTH BUREAU OF CENSUS AND STATISTICS

Commonwealth Statistician.

ACKNOWLEDGEMENT.

The documents specified above were received by me on.....

9218 1/2

.....Postmaster.

NATIONAL REGISTRATION ACT, 1939.

N.R. 9.

The Postmaster,

The following documents referred to in National Register Special Circular dated 9th May, 1939, are enclosed herewith—

.....Poster.

Please check the contents of the parcel and sign and return this card to me by return mail.

COMMONWEALTH BUREAU OF CENSUS AND STATISTICS.

ROLAND WILSON,
Commonwealth Statistician.

ACKNOWLEDGEMENT.

The documents specified above were received by me on.....

.....Postmaster.

3420...

NATIONAL REGISTER: STOCK RECORD.

N.R. 42.

FROM THE POSTMASTER,

4650....

Particulars.	CARDS.		Envelopes,	Instruction Sheets.
	Personal.	Property.		
1. Material originally issued				
2. Material subsequently acquired				
TOTAL AVAILABLE				
3. Issued to other Post Offices, &c.				
4. Stock on hand 31/8/39				
SUB-TOTAL				
5. Balance: Issued to Public				

Date.....

Signature.....

NATIONAL REGISTRATION ACT, 1939.

N.R. 17.

The Postmaster,

The following documents referred to in National Register Special Circular dated 10th July, 1939, are enclosed herewith—

.....Change of Address Cards.

Please check the contents of the parcel and sign and return this card to me by return mail.

ROLAND WILSON,

COMMONWEALTH BUREAU OF CENSUS AND STATISTICS.

Commonwealth Statistician.

ACKNOWLEDGEMENT.

The documents specified above were received by me on.....

Information Notice - (Poster)

"National Register Censuses."

Please see this page (folder)

on next 35mm Jacket

NATIONAL REGISTER: CENSUS OF PROPERTY.
INSTRUCTIONS FOR FILLING IN PROPERTY CARD.
FORMS SHOULD BE FILLED IN AND POSTED WITHOUT DELAY.

PENALTY.—A person failing to send in the required form or forms, or knowingly making a false statement therein, is liable to a maximum penalty of £50, or three months' imprisonment, or both.

PERSONS REQUIRED TO SEND IN FORMS.

1. Every person who owns property in his own right of a value not less than £500 must furnish a separate card in respect of his own property.
2. In his representative capacity—
 - (a) the legal representative of a company or other corporate body,
 - (b) the agent of a person permanently or temporarily absent from Australia,
 - (c) the trustee of a trust estate,
 - (d) the legal representative of a person who is under legal disability—

must furnish a separate card in respect of the property of such person, corporate body or estate represented if the value of that property is not less than £500.

3. In his representative capacity, the secretary, manager or a director of a company must furnish a separate card in respect of the total value (if not less than £500) of any shares in or debentures of that company, owned by persons permanently resident outside Australia. (Insert the words "Absentee share and debenture holders" after name of company at top of card. The names and addresses of individual share and debenture holders are not required. Fill in the particulars opposite Questions 6 (a) and 6 (b) in Column (B) of the card.)

DATE OF RETURN.—The particulars must be filled in as at the 30th June, 1939. With respect to **TRADE ASSETS AND LIABILITIES ONLY** the particulars will be accepted as at the **LATEST** balancing date on or after the 30th June, 1938.

METHODS OF VALUATION.—Except where otherwise indicated, the **MARKET VALUE** of the assets must be given. In the case of Government and other Public Securities, and Company Shares and Debentures which are quoted on the Stock Exchanges, market values can be ascertained from the daily press and other sources. The market value of public securities, shares and debentures which are not publicly quoted should be estimated as accurately as possible. "BOOK" VALUES may be used in substitution for market values by individuals and corporations customarily trading in securities.

WRITE CLEARLY. Fill in cards IN INK.

NAME.—If filling in the card in respect of your own property, or the property of an individual, print in first the **SURNAME IN BLOCK LETTERS**. Give ALL Christian or other names, and add either Mr., Mrs. or Miss. If filling in the card for a company or other corporate body, print in the name in full in **BLOCK LETTERS**.

USUAL POSTAL ADDRESS.—For an individual, give in full the address of usual residence. If the return applies to an individual **TEMPORARILY** absent from Australia, give usual **AUSTRALIAN** address. For a corporate body, give in full the address of the Registered Office.

ASSETS ON 30th JUNE, 1939 (TO NEAREST £).

QUESTION 1.—CASH IN HAND.—Include all money, such as pocket-money, till-money money in any safe or safe-deposit, &c. If exact amount at 30th June is not known make the best estimate you can. The answer "Not known" will not be accepted.

QUESTION 2.—SAVINGS BANK DEPOSITS.—The balance as at 30th June, including accrued interest, must be inserted here. This can be ascertained from your deposit book or by inquiry at the bank. Include all savings bank balances except deposit stock, which must be included in answer to Question 4.

QUESTION 3.—MONEY AT CURRENT ACCOUNT IN BANKS, ETC.—This can be ascertained from your bank pass-book, &c. Show the balance as at 30th June. If the balance is a debit, the amount of the overdraft must be shown in answer to Question 18. Savings Bank balances must not be shown here, but in answer to Question 2.

QUESTION 4.—FIXED DEPOSITS IN BANKS, BUILDING SOCIETIES, ETC.—The aggregate of all your fixed deposits with banks, building societies and other institutions (including savings bank deposit stock) must be stated here.

QUESTION 5.—GOVERNMENT AND OTHER PUBLIC SECURITIES, ETC.—Insert here the market value as at 30th June of all your Government and Local Government Stocks, Bonds, &c., and securities issued by other public bodies.

QUESTION 6.—(a) SHARES IN COMPANIES.—The market value as at 30th June of all your shares in companies of all kinds must be inserted here.

(b) **DEBENTURES OF COMPANIES.**—The market value as at 30th June of all the debentures you hold in companies of all kinds must be inserted here.

NOTE.—The companies referred to in this question are incorporated companies, whether public, private or proprietary, and NOT partnerships and syndicate undertakings, which are referred to in Question 14.

QUESTION 7.—AMOUNTS OWING (TO YOU OR TO THE PERSON TO WHOM THE RETURN APPLIES)—

(a) **MORTGAGES ON LAND.**—The total amount outstanding on all loans made by you on mortgages on land must be stated here.

(b) **OTHER AMOUNTS.**—The total amount of all other debts owing to you, whether secured or unsecured, must be stated here.

QUESTION 8.—VALUE OF STOCK-IN-TRADE.—The estimated value of the stock as at 30th June should be stated here. Trading stock may be valued either at cost price or market selling value, or the price at which it can be replaced.

QUESTION 9.—VALUE OF LIVE STOCK.—State here the total value of all animals of economic value belonging to you as sole owner. Include the value of your share as part owner of any stock not included in answer to Question 14. Animals of economic value include animals such as sheep, goats, horses, cattle, poultry, &c.

QUESTION 10.—VALUE OF PLANT, INCLUDING MACHINERY, TOOLS, IMPLEMENTS, VEHICLES, ROLLING STOCK, ETC., USED FOR TRADE PURPOSES.—The value required is the estimated value as at 30th June. Include the value of motor cars and other motor vehicles used mainly or exclusively for trade purposes.

QUESTION 11.—VALUE OF FURNITURE AND FITTINGS USED FOR TRADE PURPOSES.—The value required is the estimated value as at 30th June. Do not include household furniture here, but in answer to Question 15.

QUESTION 12.—VALUE OF LAND OWNED.—The **UNIMPROVED VALUE** of the land is the total value less the value of all improvements thereon. The **VALUE OF IMPROVEMENTS** is the value of buildings, fences, wells, &c., not already included in answer to Questions 10 and 11. The separate valuations of unimproved value and of improvements must NOT be entered in the ruled columns, but must be entered on the lines inset, and the **TOTAL ONLY** extended into the appropriate column on the line opposite the bracket. Do not use this line unless you are sole owner.

WHERE YOU ARE NOT THE SOLE OWNER of any land, state in the appropriate column on the second line the value of your interest only in the land, including all improvements not already included in answer to Questions 10 and 11.

Do NOT make any deductions for amounts owing on mortgages, which should be stated in answer to Question 19. Reference may be made to notices of assessment from Local Government and Land Taxation Authorities to arrive at the values required.

QUESTION 13.—NET VALUE OF INTERESTS IN LEASES HELD.—

(a) **FROM PRIVATE PERSONS.**—Insert here the estimated amount that the unexpired term of the lease might be expected to realize if offered for sale on such reasonable terms as a *bona fide* seller would require.

(b) **FROM THE CROWN.**—If you hold a conditional purchase lease insert here the market value of the lease, less any payments due to the Crown. If the lease is not of this character, insert the estimated amount that the unexpired term of the lease might be expected to realize if offered for sale on such reasonable terms as a *bona fide* seller would require.

QUESTION 14.—VALUE OF SHARE OF NET ASSETS IN PARTNERSHIP OR SYNDICATE UNDERTAKINGS.—If you have a share in any such undertakings, the value of your share of the net assets of the partnership or syndicate must be inserted here. The total value of all the net assets of the undertaking must first be determined as in the case of an individual, each item being valued according to the instructions contained herein.

QUESTION 15.—VALUE OF HOUSEHOLD FURNITURE AND EFFECTS AND PERSONAL EFFECTS (INCLUDING VEHICLES AND PLANT USED FOR OTHER PURPOSES THAN TRADE OR OCCUPATION).—The estimated total value of all items of this kind must be inserted here. Include the estimated market value of motor cars, motor bicycles, &c., used mainly or exclusively for private pleasure.

QUESTION 16.—VALUE OF INTERESTS AS A BENEFICIARY IN TRUST ESTATES.—If you have any pecuniary interests as a beneficiary in trust estates, whether as life-tenant, reverser or otherwise, the estimated value of such interests must be inserted here. If in doubt as to the value of your interest, consult the trustees. Write the name of the trust estate, and the name(s) of the trustee(s) on the back of the card.

QUESTION 17.—VALUE OF PROPERTY NOT ENUMERATED ABOVE, EXCLUSIVE OF LIFE ASSURANCE AND FRIENDLY SOCIETY POLICIES.—All other property of any monetary value, exclusive of Life Assurance and Friendly Society policies, must be valued at what it would bring in the market, and the total inserted on this line.

LIABILITIES ON 30th JUNE, 1939 (TO NEAREST £).

QUESTION 18.—BANK OVERDRAFT.—The total of your outstanding overdraft(s) on other advances(s), if any, from banks as at 30th June must be inserted here. Do not include any advances secured by mortgages on land.

QUESTION 19.—AMOUNTS OWING ON MORTGAGES ON LAND.—The total amount owing by you on the security of mortgages on land must be shown here.

QUESTION 20.—ALL OTHER AMOUNTS OWING (BY YOU OR BY THE PERSON TO WHOM THE RETURN APPLIES).—The total amount owing by you (other than bank overdrafts and any amounts secured by mortgages on land) must be shown on this line.

SIGNATURE.—Each card must be signed at the foot by the person who fills it in. If the details do not relate to his own property, he must state the capacity in virtue of which he renders the return on behalf of the person, corporate body or estate described at the head of the card.

ROLAND WILSON,

Commonwealth Statistician.

(Please turn over.)

NATIONAL REGISTER: CENSUS OF MEN.

INSTRUCTIONS FOR FILLING IN PERSONAL CARD.

FORMS SHOULD BE FILLED IN AND POSTED WITHOUT DELAY.

PENALTY.—A person failing to send in a form, or knowingly making a false statement in a form, is liable to a maximum penalty of £50, or three months' imprisonment, or both.

PERSONS REQUIRED TO SEND IN A FORM.—All male persons who have attained the age of 18 years and have not attained the age of 65 years must send in a form.

WRITE CLEARLY. Fill in your card IN INK.

Do not enclose any other documents with your card.

NAME.—Print in your SURNAME in BLOCK LETTERS. Give ALL your Christian or other names. For example—

SURNAME..... JENKINS..... CHRISTIAN NAMES..... John William.....

USUAL POSTAL ADDRESS.—Give the address where you USUALLY reside. This is the one which will most readily find you, no matter where you may happen to be temporarily. Make the address as full as possible. For example—
"Mentone", 47 Hollerith Road, Glebe, Sydney, STATE N.S.W.

NOTE.—All male persons who attain, or have already attained, the age of 18 years, and have not attained the age of 21, are required to notify any change of address within 30 days after changing their address. Cards for this purpose will be available at all Post Offices by 31st July.

COMMONWEALTH ELECTORAL DIVISION IN WHICH USUAL RESIDENCE IS SITUATED.—If uncertain of the name of the Division, inquire of any Postal or Police Official or Electoral Registrar.

QUESTION 1.—AGE LAST BIRTHDAY.—Be sure to state your age at your LAST birthday. If you are uncertain of your exact age, you must endeavour to ascertain it. If that be found impossible, insert what you believe to be your age LAST birthday.

QUESTION 2.—COUNTRY OF BIRTH.—If either you yourself, or your father, or your mother, were BORN IN AUSTRALIA, insert the name of the STATE OR TERRITORY. If BORN OUTSIDE AUSTRALIA, insert the name of the COUNTRY, NOT the town or other locality. For example—

Country of birth of yourself..... N.S.W.
" " your father..... England.
" " your mother..... Victoria.

QUESTION 3.—NATIONALITY.—If you are a British subject enter a cross (X) in one square only and be sure that it is the correct square. If British by naturalization also state FULL particulars so that your claim can be readily verified. For example—

British, natural born British, naturalized
Place and date of } Melbourne.
naturalization } 14th May, 1932.

If you are of foreign nationality, do not enter anything in either square, but write in on the line provided the name of the foreign country or state of which you are still legally a subject or citizen.

QUESTION 4.—CONJUGAL CONDITION.—Enter a cross (X) in the correct square (one square only). Widowers and divorced persons who have remarried, and persons "judicially separated" must state themselves as "Married".

QUESTION 5.—DEPENDENT RELATIVES.—This question relates only to relatives who are wholly or in substantial degree DEPENDENT upon you. Enter a cross (X) in the square or squares for "Father", "Mother", or "Wife" where such dependency exists. On the lines "Number of Children under 16 years" and "Other Dependent Relatives" enter the actual NUMBERS, not a cross. In giving the number of "Other dependent relatives", count brothers, sisters, wife's parent or parents, &c., if wholly or substantially dependent upon you. Do not include your own father, mother or wife in the figure (if any) for OTHER dependent relatives. For

example, if you have, in addition to your wife and two children under the age of 16, your own mother and one other relative substantially dependent upon you, show thus—

DEPENDENT RELATIVES (if any)—Father Mother Wife

Number of children under 16 years..... 2..... Number of other dependent relatives..... 1.....

QUESTION 6.—HEALTH.—Enter a cross (X) in the correct square (one square only). Answer "Good" if your health is usually satisfactory, even though you are suffering temporarily from a minor ailment. Answer "Bad" if you are suffering from an acute illness or serious chronic complaint. Answer "INDIFFERENT" if your health is usually not good, but is not as bad as just indicated.

QUESTION 7.—PERMANENT PHYSICAL DISABILITIES.—State briefly but exactly the nature of any permanent disability, of the kinds indicated, whether or not it affects your capacity to follow your calling. If you have lost a limb, state which limb. Thus—
Slightly deaf; or Lost second finger of right hand; or Blind in right eye; or Totally deaf and dumb; &c., as the case may be.

QUESTION 8.—GRADE OF OCCUPATION.—Enter a cross (X) in the square opposite the description which applies to you at present. Do NOT ENTER A CROSS IN MORE THAN ONE OF THE SIX SQUARES SHOWN UNDER QUESTION 8.

If you are eligible for and receiving Work for Sustenance or Relief Work, whether or not you are actually engaged on such work at the time of filling in your card, put a cross (X) in the square numbered 5.

All persons to whom the description given in parts (a), (b), (c) and (d) of the question do not apply, e.g., pensioners, retired persons, persons of independent means, scholars, dependants, &c., should show themselves as "(c) OTHERS" by putting a cross (X) in the square numbered 6.

QUESTION 9.—UNEMPLOYMENT.—(a) If you have been unemployed at any time during the past 12 months, state the TOTAL number of weeks you have been unemployed against the line (a). Count any period of Sustenance or Relief Work as a period of unemployment.

(b) If you are AT PRESENT unemployed, state on the line provided the period since you were last employed in ANY occupation (other than Sustenance or Relief Work), even though your last occupation was not your usual one.

For example, a carpenter who had been completely unemployed in the first three months of the past year, engaged intermittently on Sustenance or Relief Work for the next three, and then employed as a builder's labourer for the last six months, should write "26" weeks in answer to (a) and should make no entry under (b). (He should have already placed a cross in the square numbered 4 under Question 8.)

QUESTION 10.—CRAFT OR OCCUPATION.—In answer to part (i) of this question state EXACTLY WHAT KIND OF WORK YOU NOW PERFORM AS AN INDIVIDUAL—NOT the industry, trade or organized service in which it is performed. If unemployed, state your usual occupation. If the conditions of your employment are regulated by law, use the designation in the award, determination or agreement which applies to you. It is most important that you should answer this question as clearly and as explicitly as possible, and state exactly the standard or class of your qualifications. For example—

Bank teller; Machinist, first-class (slotting); Bricklayer's labourer; Plasterer's apprentice (in 3rd year); Engineering student (in 2nd year); Carpenter and Joiner (tradesman) or (stockwork); Electrical fitter (tradesman); Drop hammermith.

In answer to part (ii) insert the exact description of any other craft or occupation which you are competent to follow, or any other special qualifications you may possess. Indicate briefly your degree of skill or training. For example—

Carpenter (not served apprenticeship); Watch repairer (served apprenticeship); Model maker (self-taught); Artist (water colour and oil); Wireless telegraphist; Linguist (fluent in French and German).

State, in order of proficiency, on the lines provided, not more than two such alternative occupations. If you could follow any others, or have insufficient space to describe your special qualifications, write any further DETAILS on the BACK of the card.

QUESTION 11.—INDUSTRY.—State here THE PARTICULAR BRANCH OF INDUSTRY TRADE OR SERVICE, or the profession in which you are NOW engaged, especially if your employer is engaged in several branches of one or more industries. If employed by a Government or other public body state the branch of its activity in which you are engaged. If unemployed, state usual industry, trade or service. If not actively engaged in industry, trade or service of any kind state the reason, e.g., "pensioner", "dependant", "retired", "independent means", "student", "invalid", &c.

If you possess any special qualifications which are not provided for on the card, and which you think would fit you for some special service in an emergency, please give the particulars as concisely as possible on the back of the card.

ROLAND WILSON,
Commonwealth Statistician.

(Please turn over.)

WRITE CLEARLY.

COMMONWEALTH OF AUSTRALIA: NATIONAL REGISTER.

To be filled in by all persons (including corporate bodies and the agents of persons absent from Australia) who own or hold on trust property of a value exceeding £500. Name in full of person to whom this return applies—

(If an individual, write surname first in BLOCK LETTERS. State if Mr., Mrs. or Miss.)

Usual Postal Address of person to whom this return applies—

State

(If away from usual residence when filling in card, give address of usual residence.)

What was the approximate value of Real and Personal Property owned or held by you on 30th June, 1939, comprising—

	(A)—On Own Account.	(B)—On Account of Other Persons, Companies or Absentees.
	£	£
Assets on 30th June, 1939		
1. Cash in hand
2. Savings Bank Deposits
3. Money at current account in Banks, &c.
4. Fixed deposits in Banks, Building Societies, &c.
5. Government and other Public Securities, &c.
6. (a) Shares in Companies
(b) Debentures of Companies
7. Amounts owing—(a) Mortgages on Land
(b) Other Amounts
8. Value of Stock-in-trade
9. Value of Live Stock
10. Value of Plant, including Machinery, Tools, Implements, Vehicles, Rolling Stock, &c., used for trade purposes
11. Value of Furniture and Fittings used for trade purposes
12. Value of Land Owned—		
If sole owner { Unimproved Value £..... }		
{ Value of Improvements (including Buildings) £..... }		
If not sole owner, Value of your Interests
13. Net Value of Interests in Leases held—		
(a) From Private Persons
(b) From the Crown
14. Value of Share of Net Assets in Partnership or Syndicate undertakings
15. Value of Household Furniture and Effects and Personal Effects (including Vehicles and Plant used for other purposes than trade or occupation)
16. Value of Interests as a Beneficiary in Trust Estates
17. Value of Property not enumerated above, exclusive of Life Assurance and Friendly Society Policies
TOTAL ASSETS
Liabilities on 30th June, 1939		
18. Bank Overdraft
19. Amounts owing on Mortgages on Land
20. All other Amounts Owing
TOTAL LIABILITIES
Difference between Assets and Liabilities

NOTE.—With respect to Trade Assets and Liabilities only, the particulars as per the latest balancing date on or after the 30th June, 1938, may be used for the purposes of this Form.

Signature and Address of the Person required to make the Return :—

Signature..... Address.....

Date.....

COMMONWEALTH OF AUSTRALIA.

National Registration Act 1939.

NATIONAL REGISTER OF MEN.

1. EVERY MALE PERSON WHO ATTAINS THE AGE OF 18 YEARS must send a Personal Card to the Commonwealth Statistician within 30 days after attaining the age of 18 years.

2. EVERY MALE PERSON AGED 18 AND UNDER 65 YEARS WHO ARRIVES IN THE COMMONWEALTH for the purpose of residing therein for more than 12 months, must send a Personal Card to the Commonwealth Statistician within 30 days after his arrival.

3. EVERY REGISTERED PERSON UNDER THE AGE OF 21 YEARS WHO CHANGES HIS USUAL POSTAL ADDRESS must send a Change-of-Address Card to the Commonwealth Statistician within 30 days after the change.

**THE REGISTRATION OF ALL MALE PERSONS AGED
18 AND UNDER 65 YEARS IS COMPULSORY.**

IF YOU HAVE NOT ALREADY REGISTERED, DO SO AT ONCE.

MAXIMUM PENALTY: £50 OR 3 MONTHS IMPRISONMENT, OR BOTH.

Personal Cards, post-free envelopes, instruction sheets and change-of-address cards are obtainable at Post Offices.

N.R. 39.

4623.

ROLAND WILSON,
Commonwealth Statistician.

By Authority: L. F. JOHNSON, Commonwealth Government Printer, Canberra.

COMMONWEALTH OF AUSTRALIA.

NATIONAL REGISTER CENSUSES.

17th to 29th JULY, 1939.

Every Male Person aged 18 and under 65 years must obtain and furnish a Personal Card.

Every Person, irrespective of sex or age (including corporate bodies and the agents of persons overseas), who owns or holds on trust Property of a value not less than £500 must obtain and furnish one or more Property Cards.

Cards, pre-addressed Envelopes, and Instruction Sheets will be available on demand at all Post Offices from the 17th July to 29th July, 1939, inclusive.

PENALTY: A person failing to send in the required form or forms, or knowingly making a false statement therein, is liable to a maximum penalty of £50, or 3 months' imprisonment, or both.

ROLAND WILSON,
Commonwealth Statistician.

DRAFT NATIONAL REGISTER ADVERTISEMENT:

To be published by—

Daily Papers: Three insertions, viz.—17th, 24th and 27th July.

Tri-weekly Papers: Three insertions, viz.—17th or 18th, 24th or 25th, and 27th or 28th July.

Bi-weekly Papers: Two insertions, viz.—17th, 18th or 19th, and 24th, 25th or 26th July.

Weekly Papers: One insertion, viz.—Between 17th and 22nd July.
(Or at discretion, but only when above dates are definitely impossible.)

ON HIS MAJESTY'S SERVICE.

POST FREE.

NATIONAL REGISTER.
(NATIONAL REGISTRATION PAPERS ONLY.)

**The Commonwealth Statistician,
SYDNEY.**

DIRECTIONS.

1. Every person required by the National Registration Act to furnish a return must fill in the particulars accurately in accordance with the instructions and sign his name to the form.
2. Forms for all members of any household should preferably be enclosed in the one envelope.
3. The envelope with the form or forms contained therein is to be posted without delay. No stamp is required.

ROLAND WILSON, *Commonwealth Statistician.*

1871....

19th May, 1939.

STRICTLY CONFIDENTIAL.*The Postmaster,***NATIONAL REGISTER SPECIAL CIRCULAR.**

(19th MAY, 1939.)

It is expected that a Bill to establish a National Register will shortly become law. For the purpose of establishing the Register, it is proposed to take a Census of all male persons aged 18 and under 65 some time during June, although the exact date has not yet been determined. The Bill provides that this will be done by making Cards, Instruction Sheets and Envelopes available on application at all post offices throughout the Commonwealth and requiring the persons concerned to call and obtain copies.

The object of this circular is to inform you in advance of the procedure to be followed in connexion with the taking of the Census.

It would be greatly appreciated by the Commonwealth Statistician if you would make yourself familiar with the Card and Instructions and thus be able to offer such advice and assistance to the public as may be sought by persons filling in their returns. It will be unnecessary to emphasize the great importance of securing complete and accurate answers if the National Register is to serve the purpose for which it is designed. Because of its close relation to preparations for defence it is confidently expected that you will render all the assistance within your power.

2. Supply of Cards, Instructions and Envelopes, Posters, &c.

Before the opening date of the period fixed for the taking of the Census you should receive from the Commonwealth Statistician, Canberra, A.C.T.—

- (i) a consignment (in one or more parcels) of Cards and Instruction Sheets,
- (ii) a consignment of pre-addressed Envelopes (in one or more parcels), and
- (iii) at least one envelope containing a Poster or Posters.

3. Procedure.

The material referred to above should be dealt with as indicated hereunder:—

- (a) **Cards and Instructions.**—The Cards, and Instruction Sheets to guide people in filling in their Cards, must be made available to the public on application at the counter, as from the opening date of the Census period (which will be specified on the Poster). Care should be taken to see that everyone obtaining a Card also obtains an Instruction Sheet. The Cards and Instruction Sheets should not be issued indiscriminately, and reasonable inquiries might be made where necessary as to the names of the persons for whom they are intended. Cards and Instruction Sheets should not be issued in bulk except in very special cases, and then only when the authority of the person demanding the bulk supply to obtain cards on behalf of others is clearly evident to you or some other responsible officer. It is important that this instruction should be strictly followed, otherwise there may be danger of waste and of the supply of Cards falling short of requirements.
- (b) **Envelopes.**—Care should be taken to see that everyone obtaining a Card and Instruction Sheet also obtains an Envelope. The number of Envelopes supplied will not be as great as the number of Cards supplied, as it is anticipated that there will be a greater spoilage of Cards, while some Envelopes may be used to enclose two or more Cards. The instructions already given with regard to the indiscriminate issue of Cards apply equally to Envelopes.

The Cards, Instruction Sheets and Envelopes are to be made available between the dates shown on the Poster referred to in paragraph (c) below. To provide for those people who have omitted to obtain their Cards within the specified time, a small supply should be kept available, particularly during the few days following the close of the Census period. Further instructions will be issued at a later date with regard to the disposal of any surplus stock. It is pointed out now, however, that there will be a continuing obligation on persons reaching the age of 18 years and on immigrants to furnish returns from time to time, so that it will be necessary always to keep a small supply on hand. This matter will be dealt with more fully in a later communication.

- (c) **Poster(s).**—You will receive fairly shortly, from the Commonwealth Statistician, Canberra, A.C.T., an envelope containing a Poster measuring 20 in. x 12½ in., which must be exhibited in a conspicuous position at your office immediately on receipt, and displayed until further notice. Should any further supply of Posters be received, they should be dealt with in accordance with the instructions printed thereon.

4. Acknowledgments of Receipt.

Each package of material forwarded to you will contain a pre-addressed acknowledgment card which should be checked off, signed, dated and posted by return mail to the Commonwealth Statistician at the address printed on the card. **This is important.**

5. Extra Supplies of Cards, Instruction Sheets and Envelopes.

If, during the period in which the Census is being taken, your supply of Cards, Instruction Sheets or Envelopes appears to be falling dangerously low, you should communicate immediately (by "collect" telegram if necessary) with the person who will arrange for the forwarding of an extra supply. **All requests for extra supplies should state the number of each type of article required.** In the case of post offices situated a long distance from the capital city, an effort should be made to borrow supplies temporarily from a neighbouring post office, or to obtain extra supplies from the main post office in the nearest large centre. Postmasters receiving such requests should comply as far as possible and, if necessary, replenish their own stocks from the capital city.

6. Failure to Receive Supplies.

- (a) Should you fail to receive, two days before the beginning of the period during which the Census is to be taken, your supply of Cards, Instruction Sheets, Envelopes and Poster(s), you should communicate immediately with the person who will arrange for the forwarding of an extra supply. ★
- (b) Should your supplies not have arrived by the beginning of the Census period, as shown on the Poster, you should **post up a suitable notice in a prominent position, indicating when supplies are expected.** When supplies are actually received, the notice should be amended to that effect. An endorsement should be made on the main Poster indicating the local closing date for the posting of Cards. This will be **14 days after the date on which the cards first become available at your office.**

7. National Register Cards and Papers are Post Free.

Your attention is invited to the fact that all papers provided for by the proposed Act or its Regulations may be transmitted through the post **free of charge**, subject to any Postal Regulations. The envelopes containing such papers will be endorsed with the words "Post Free" and the words "National Registration Act 1939".

8. Important.

This circular should be retained carefully pending the taking of the Census, and should be filed with any other Special Circulars that may be issued on this subject. It is to be regarded as strictly confidential pending the passage of the National Registration Bill through Parliament.

V. E. BUTLER,

Acting Deputy Director, Posts and Telegraphs.

★ Postal address :
Telegraphic address :
Telephone number :

STRICTLY CONFIDENTIAL.

15th June, 1939.

The Postmaster,

NATIONAL REGISTER SPECIAL CIRCULAR.

(15th June, 1939.)

This circular amends "National Register Special Circular" of 19th May, 1939, in a number of respects. **Please read it carefully in conjunction with the first Special Circular.**

The *National Registration Act 1939* has now been passed, but it provides for a general **Census of Property as well as for the Personal Census** of male persons aged 18 and under 65 referred to in the first Special Circular. As a result of this change, it now becomes necessary to issue you with a supply of Property Cards, which are to be made available to the public in the same way as the Personal Cards. The "Instructions" relating to both cards are being printed on the same Instruction Sheet, one side of which relates to the Personal Card and the other to the Property Card. It is anticipated that the supplies of envelopes which are now in course of delivery will be sufficient to meet all demands from persons filling in either or both Personal and/or Property Cards in the smaller centres, but **further** supplies of envelopes are being sent to a selected number of post offices serving large populations. Postmasters who are to receive an **extra** supply of envelopes will be advised in a separate communication.

The time for the taking of the Census (both Property and Personal) has now been fixed as the period between the 17th and 29th July, 1939.

It would be greatly appreciated by the Commonwealth Statistician if you would make yourself familiar with **both cards and both sets of instructions** for the purpose of offering such advice and assistance as may be sought by persons filling in their returns.

2. Supply of Cards, Instructions and Envelopes, Posters, &c.

Under the new arrangements you should receive from the Commonwealth Statistician, Canberra, A.C.T., **before the 17th July—**

- (i) a consignment (in one or more parcels) of Personal Cards, Property Cards and Instruction Sheets,
- (ii) a consignment of pre-addressed Envelopes (in one or more parcels), and
- (iii) one envelope containing a Poster or Posters.

Note.—Post Offices which are to receive more than one consignment of Envelopes will be specially advised to this effect.

3. Procedure.

The material should be dealt with as follows:—

- (a) **Cards and Instructions.**—The Cards (Personal and Property) and Instruction Sheets must be made available to the public on application at the counter as from the opening date of the Census period, viz., Monday, 17th July, 1939. Care should be taken to **see that everyone obtaining a Personal Card or Property Card also obtains an Instruction Sheet.** The advice given in the first Special Circular with regard to indiscriminate issue should be observed.
- (b) **Envelopes.**—Care should be taken to see that everyone obtaining a Card (or Cards) and Instruction Sheet also obtains an Envelope. Both the Personal Cards and the Property Cards may be returned to the Statistician in the one Envelope, **and the public should be advised to this effect.** As the number of Envelopes supplied to post offices will not be as great as the number of Cards supplied, care should be taken to limit the issue of Envelopes to the minimum of legitimate requirements.

The Cards, Instruction Sheets and Envelopes are to be made available to the public on application as from the opening of business on 17th July, 1939. While the Census period ends on 29th July, Cards, &c., should continue to be issued on application even after the closing date. Please note instructions in the first Special Circular with regard to the keeping of supplies available for late applicants and persons who become liable to furnish a Personal Card on reaching the age of 18 or entering Australia from overseas.

(c) **Poster(s).**—Posters are now being forwarded, and should be dealt with in accordance with the instructions previously given.

4. Acknowledgments of Receipt.

The instructions previously given should be followed. **This is important.**

5. Extra Supplies of Cards, Instruction Sheets and Envelopes.

The instructions previously given should be followed.

6. Failure to Receive Supplies.

(a) Should you fail to receive, before Friday, the 14th July, your supply of Personal Cards, Property Cards, Instruction Sheets, Envelopes and Poster(s), you should communicate immediately with the **COMMONWEALTH STATISTICIAN, SYDNEY.**★

(b) Should your supplies not have arrived by the 17th July, you should **post up a suitable notice in a prominent position, indicating when supplies are expected.** When supplies are actually received, **the notice should be amended** to that effect. An endorsement should be made on the main Poster indicating the local closing date for the posting of Cards. This will be **14 days after the date on which the Cards first become available at your office.**

7. National Register Cards and Papers are Post Free.

8. Important.

This circular should be retained carefully pending the taking of the Census of Persons and Property, and should be filed with the Special Circular dated 19th May, 1939, and any others that may be issued on this subject.

V. E. BUTLER,

Acting Deputy Director, Posts and Telegraphs.

Note Specially !

★ *Postal address :* Commonwealth Statistician, Sydney.

Telegraphic address : Commonwealth Statistician, Sydney.

Telephone number : B 5754.

(All communications with regard to supplies of material are to be sent to this address.)

N.R.15.

Postmaster-General's Department,
General Post Office,
BRISBANE.

16th June, 1939.

The Postmaster:

NATIONAL REGISTER SPECIAL CIRCULAR.

(16th June, 1939.)

EXTRA SUPPLY OF ENVELOPES.

I refer to National Register Special Circular dated 15th June, 1939 (with which this communication is being enclosed).

You will be forwarded a second consignment of National Register Envelopes in addition to those referred to in National Register Special Circular dated 19th May. The extra number supplied will be indicated on the acknowledgement card(s) enclosed with the parcel(s), and will be approximately from one-quarter to one-third the number supplied in the first consignment.

Should this second consignment fail to arrive by the 14th July please follow the instructions given in paragraph 6 of Special Circular dated 15th June, 1939.

F. V. BECKE,

Acting Deputy Director, Posts and Telegraphs

N.R.19.

Postmaster-General's Department,
General Post Office,
SYDNEY.

10th July, 1939.

THE POSTMASTER,
(at the Post Office named on the envelope).

NATIONAL REGISTER SPECIAL CIRCULAR.

(10th July, 1939.)

This circular is supplementary to the "National Register Special Circular" of 15th June, 1939.

Enclosed herewith* you will find a supply of National Register "Change of Address" cards which is estimated to be sufficient to meet your requirements for at least twelve months. The cards are to be made available to the public on application at the counter, and a pre-addressed envelope should be handed out with each card. For the time being, the envelopes to be used for this purpose are those already supplied for the purpose of returning National Register Cards. At a later date, it is probable that you will be supplied with envelopes of a more suitable size, and possibly bearing a different address. The public has already been notified that the cards will be available as from the 31st July, but they should be made available immediately on receipt.

An Acknowledgment Card is being enclosed* with the "Change of Address" cards, and should be posted back to the Commonwealth Statistician, Canberra, on receipt of the cards.

Your attention is called to the extracts from the National Registration Act 1939 and the Regulations thereunder, which are printed on the back of the cards themselves.

A further Special Circular will be sent shortly advising you of the action to be taken with regard to surplus stocks of Personal and Property Cards, Envelopes and Instruction Sheets. This material should be preserved carefully pending the receipt of further instructions.

V. E. BUTLER,
Acting Deputy Director, Posts and Telegraphs.

* Should no Acknowledgment Card be received in this envelope, you should assume that the quantity of cards is too large to be enclosed herewith, and that they are being forwarded from Canberra under separate cover.

POSTMASTER-GENERAL'S DEPARTMENT,
GENERAL POST OFFICE,
PERTH.

18th August, 1939.

The Postmaster,

(at the Post Office named on the envelope.)

NATIONAL REGISTER SPECIAL CIRCULAR.

(18th August, 1939.)

1. I am enclosing herewith a new National Register Poster (N.R. 39) and a postcard addressed to the Commonwealth Statistician, Canberra, showing the position of stocks of National Register material remaining in your possession (N.R. 42).

2. Your attention is called to the following sections of the *National Registration Act 1939* :—

" 21. Any male person who, after the taking of the first census under this Act—

(a) attains the age of eighteen years ; or

(b) being not less than eighteen years, nor more than sixty-five years, of age, arrives in the Commonwealth or in a Territory of the Commonwealth for the purpose of residing therein for more than twelve months,

shall, within thirty days after his attainment of the age of eighteen years or within thirty days after the date of his arrival, as the case may be, obtain, fill in and furnish to the Commonwealth Statistician a form in accordance with that contained in the Second Schedule to this Act."

" 22. Any male person who has attained the age of eighteen years, or who, after the commencement of this Act, attains the age of eighteen years, and has not attained the age of twenty-one years shall, within thirty days of any change occurring in his address, notify that change of address in the prescribed manner."

3. In order to comply with the Act, it will be necessary for Personal Cards, Instruction Sheets and Envelopes to be kept on hand and made available to the public on application at the counter until further notice. There will be a continuing demand for cards, &c., from persons attaining the age of eighteen years, and permanent new arrivals in the Commonwealth. There will also be a certain demand during the next few months from persons who have not yet furnished their Personal and Property Cards.

4. **Stocks of Material.**—It is most important that the " stock record card " should be completed accurately as at the 31st August, 1939, and returned without delay to the Commonwealth Statistician. The purpose of the card is primarily to ascertain the present position of your stocks, but it is also desired to ascertain the net quantity of material issued through your office as a guide for any future action. You should be particularly careful to adjust the record correctly for inter-office transfers of material.

Under item 1 enter the quantities originally issued to you by the Commonwealth Statistician. Under item 2 enter the quantities subsequently issued by the Commonwealth Statistician together with any quantities obtained from other post offices. Under item 3 enter the total of any quantities issued by you to other post offices or returned to the Commonwealth Statistician or other issuing authority. Under item 4 enter the stocks of each item still in your possession on the 31st August, 1939. (If the quantities are considerable it will not be necessary to count every article. A close estimate should be made, either by weighing (or measuring) the quantities of material, and multiplying the results by a conversion factor ascertained by weighing (or measuring) and counting a sample of each article.) For item 5, subtract the "sub-total" of items 3 and 4 from the "Total Available", which should give the quantity of each item issued to the public over the counter at your office.

[P.T.O.]

Should your present stocks be regarded as excessive for anticipated future demands, you will be advised accordingly. If no further communication is received, all the material should be carefully preserved to meet future demands.

5. Further Supplies of National Register Material.—If your supplies of National Register material fall at any time to a point below anticipated demands in the ensuing twelve months, you should communicate immediately with the Deputy Director, stating the stocks on hand and the numbers of each article required. This applies also to "Change of Address" cards and any new envelopes therefor which may be issued in the future.

6. "Change of Address" Cards.—The instructions given in National Register Special Circular of 10th July, 1939, should be carefully observed. No record of stocks of "Change of Address" cards is asked for at present.

7. New Poster.—The new National Register Poster (N.R. 39) should be substituted for the National Register Census Poster (N.R. 11), which may now be destroyed. The new Poster should be exhibited in a conspicuous position, immediately on receipt, and should be displayed until further notice.

8. Property Cards.—While the period of the Census of Property has now expired, many extensions have been granted, particularly to business firms, accountants, solicitors, &c. It is thus probable that there will be a moderate demand for Property Cards for some time to come, and supplies should be kept available. Cards should be issued to reputable business people, even in bulk, without very close inquiry.

9. A message has been received from the Commonwealth Statistician asking me to thank all Postmasters and other postal officials concerned with the distribution and collection of National Register cards for the very fine work they have performed in connexion with the National Register Censuses.

F. W. ARNOLD,
Deputy Director, Posts and Telegraphs.

BUREAU OF CENSUS AND STATISTICS.

NATIONAL REGISTER

CENSUS OF MEN.

INSTRUCTIONS FOR CODING THE PARTICULARS ENTERED
ON THE LEFT HAND SIDE OF THE
PERSONAL (GREY COLOURED) CARD.

A CODE NUMBER IS TO BE INSERTED FOR THE WRITTEN REPLY TO EACH QUESTION (except Nos. 4 and 6) in order that the information supplied may be transferred in code to punched cards for subsequent sorting and counting by electrical tabulating machinery.

The code number must be written IN BLACK INK in the column provided at the right hand side of the reply.

It is essential that the CODE NUMBERS SHOULD BE ENTERED ACCURATELY AND LEGIBLY on the Census cards so that the punching machine operators can complete their part of the work satisfactorily and expeditiously.

No alterations are to be made to the replies given to the questions on the card except as provided in these instructions. Every alteration or addition to the replies stated on the card must be "ringed".

In all cases where a code number for the reply to any question cannot be located in the appropriate index the matter should be referred to the section leader. Arbitrary assumptions must not be made for any replies not mentioned in the code index. ADDITIONS TO ANY INDEX MUST NOT BE MADE WITHOUT SPECIAL INSTRUCTION.

Where the term "refer to section leader" is used in these instructions, the coding clerk should enter on his query sheet the particulars to which he desires to direct the attention of his section leader. In such cases, the relevant card or cards must be turned on end to permit of speedy reference by the section leader.

COMMONWEALTH ELECTORAL DIVISION IN WHICH
USUAL RESIDENCE IS SITUATED.

No code is required to be inserted.

The coder should scrutinize the name of the Electoral Division to ensure that all cards in the box being dealt with relate to the correct Electoral Division.

QUESTION 1. - AGE.

SINGLE AGE -- No code is necessary. Where age is stated in years and part of a year, strike out the part. WHERE AGE IS NOT STATED, REFER CARD TO SECTION LEADER.

GROUPED AGE -- The code for the age group should be inserted immediately opposite the single age entry in the column set apart for codes, according to the following code list:-

GROUPED AGE:

Code	Age last Birthday	Code	Age last Birthday	Code	Age last Birthday
Y	18-19	3	30-34	7	50-54
0	20	4	35-39	8	55-59
1	21-24	5	40-44	9	60-64
2	25-29	6	45-49	X	Not Stated

QUESTION 2. - COUNTRY OF BIRTHPLACE -
(Yourself; your father; your mother).

Insert code number as shown in the Birthplace list referring, where necessary, to the Birthplace Index.

Country of Birthplace of yourself.

Where NO REPLY is given to Question 2, treat as follows:-

Where either parent was born in Australia insert code 08 (Australia undefined).

If a satisfactory reply is given to Question 3 - Nationality - insert code XX (Not Stated) opposite answer to Question 2 - "Country of birthplace of yourself". IN OTHER CASES REFER TO SECTION LEADER.

Country of Birthplace of your father.

Country of Birthplace of your mother.

If no reply is given to either or both of these questions, code XX (not stated).

1. BIRTHPLACE LIST.

AUSTRALASIA.

- Commonwealth of Australia--
- New South Wales
- Victoria
- Queensland
- South Australia
- Western Australia
- Tasmania
- Northern Territory
- Australian Capital Territory
- Australia (undefined)
- Norfolk Island
- Papua
- New Guinea (Mandated Territory)
- Nauru (Mandated Territory)
- New Zealand

EUROPE.

- England
- Wales
- Scotland
- Ireland
- Isle of Man
- Channel Islands
- Malta
- Other European British Possessions
- Albania
- Austria
- Belgium
- Bulgaria
- Czechoslovakia
- Denmark
- Estonia
- Finland
- France
- Germany
- Greece
- Hungary
- Italy
- Latvia
- Lithuania
- Netherlands
- Norway
- Poland
- Portugal
- Rumania
- Russia
- Spain
- Sweden
- Switzerland
- Turkey
- Yugoslavia
- Other European Countries

ASIA

- British India
- Ceylon
- Cyprus
- Malay States (Federated)

ASIA--continued

- 53. Malay States (Unfederated)
- 54. Hong Kong
- 55. Straits Settlements
- 56. Other Asiatic British Possessions
- 57. Afghanistan
- 58. China
- 59. Japan
- 60. Java
- 61. Philippine Islands
- 62. Syria (including Lebanon)
- 63. Timor
- 64. Other Asiatic Countries

AFRICA

- 65. Mauritius
- 66. St. Helena
- 67. South African Union
- 68. Other African British Possessions
- 69. Algeria
- 70. Cape Verde Islands
- 71. Egypt
- 72. Other African Countries

AMERICA

- 73. Barbados
- 74. Bermudas
- 75. British Guiana
- 76. British West Indies (n.e.i.)
- 77. Canada
- 78. Jamaica
- 79. Newfoundland
- 80. Other American British Possessions
- 81. Argentine
- 82. Brazil
- 83. Chile
- 84. Cuba
- 85. Mexico
- 86. Paraguay
- 87. Peru
- 88. United States of America
- 89. West Indies (n.e.i.)
- 90. Other American Countries

POLYNESIA

- 91. Fiji
- 92. Friendly Islands
- 93. Solomon Islands
- 94. Other Polynesian British Possessions
- 95. Hawaiian Islands
- 96. New Caledonia
- 97. New Hebrides
- 98. Society Islands
- 99. Other Polynesian Islands

OTHER

- YY. At Sea
- XX. Not Stated

QUESTION 3.- NATIONALITY.

Insert code number for the reply or replies given, in accordance with the following list:-

Code No.	Nationality	Code No.	Nationality	Code No.	Nationality
	BRITISH--		FOREIGN (Contd.)		FOREIGN (Contd.)
01	Natural Born ..	15	Chinese ..	28	Polish ..
02	Naturalized	16	Czechoslovakian ..	29	Portuguese ..
	(date or place	17	Dutch ..	30	Rumanian ..
	stated) ..	18	Finnish ..	31	Russian ..
03	(date or place	19	French ..	32	Servian ..
	<u>not</u> stated)..	20	German ..	33	Spanish ..
	FOREIGN -	21	Greek ..	34	Swedish ..
10	Afghan ..	22	Hungarian ..	35	Swiss ..
11	Arabian ..	23	Italian ..	36	Turkish ..
12	Austrian ..	24	Japanese ..	37	U. S. America ..
13	Belgian ..	25	Mexican ..	38	Yugoslavian ..
14	Bulgarian ..	26	Norwegian ..	39	Other ..
		27		XX	(iii) NOT STATED

Where no reply to question 3 is given insert code number for nationality corresponding to the reply stated to question 2 "country of birthplace of yourself".

All persons born in any British Dominion, Colony or Protectorate are to be entered as British nationality. IN OTHER CASES, REFER TO SECTION LEADER.

QUESTION 4.- CONJUGAL CONDITION.

Replies to this question do not require a code.

If an X has been placed in the square relating to WIFE in answer to question 5. "Dependent relatives," place an X in red ink in the square MARRIED. IN OTHER CASES REFER TO SECTION LEADER.

QUESTION 5.- DEPENDENT RELATIVES.

(i) Father, Mother, Wife:

Where X (or any other indicative marking) has been stated in any of the three squares relating to FATHER, MOTHER, WIFE, use the following code list and insert the appropriate code at the RIGHT-HAND side of the square relating to WIFE.

1. Wife only
2. Father only
3. Mother only
4. Father and Mother
5. Father and Wife
6. Mother and Wife
- X. No reply,

but where the reply given to question 4. indicates that the returner is married, insert code 2. IN OTHER CASES, REFER TO SECTION LEADER.

- (ii) Number of children under 16 years:
 (iii) Number of other dependent relatives:

No code is necessary, unless a reply is not stated.

Where no reply is given insert code "X" on the lines provided for the replies.

QUESTION 6. - GENERAL HEALTH.

No code is necessary if reply is given.

Where no reply is given insert code "X" at the RIGHT-HAND side of the square relating to "Indifferent".

QUESTION 7. - DISABILITIES.

Code the replies given according to the following list:-

- 0 Answer indicating no disabilities.
- 1 Loss of one hand (or arm)
- 2 Loss of both hands (or arms)
- 3 Loss of one foot (or leg)
- 4 Loss of both feet (or legs)
- 5 Blind - one eye
- 6 Totally blind
- 7 Deaf and Dumb
- 8 Other major disabilities
- 9 Minor disabilities
- X No reply given, code X (not stated)

BUREAU OF CENSUS AND STATISTICS

NATIONAL REGISTER

CENSUS OF MEN

REVISED INSTRUCTIONS FOR CODING QUESTION 7 OF THE PERSONAL CARD

1. The Code list previously given is to be cancelled, and the following Code + List substituted:

Code the replies given according to the following list:-

- 0. Answer indicating no permanent physical disabilities.
Loss of, or substantial loss of the use of -
 - 1. One hand (or arm).
 - 2. Both hands (or arms).
 - 3. One foot (or leg).
 - 4. Both feet (or legs).
 - 5. Blind or almost blind in one eye.
 - 6. Blind or almost blind in both eyes.
 - 7. Deaf and dumb.
 - 8. Other major permanent physical disabilities.
 - 9. Other minor permanent physical disabilities.
 - X. No reply given, code X (not stated).

2. A large number of answers given to this question appear to relate to "State of Health", not to permanent physical disabilities of the kinds indicated on the card, viz. - "blind", "deaf", "dumb", "crippled", "otherwise maimed". Such answers are relevant to Question 6, therefore, but not to Question 7.

Unless the facts indicated fall within the above categories (e.g. "blind", "paralysed", etc.), or are closely related thereto (e.g. "very bad eyesight", "disabled arm", etc.) the answer should be disregarded as an answer to Question 7, and should be coded "0" = no disabilities. Reference should be made to Question 6, however, to verify the correctness of the answer given thereto. The answer to Question 6 should be corrected if necessary.

3. The following interpretations of cases that have been submitted are given as a rough guide for future action.

Answer Irrelevant to Question 7.
(Code "0" and verify answer to Question 6).

Parkinsons disease (Bad)
Gassed at War (Bad)
Coronary Sclerosis (Bad)
Spots in left lung showing signs T.B. (Bad)
Gastric ulcer (stomach) (Bad)
Diabetes (Bad)
Stomach ulcer - 57 years of age (Indifferent)
Enlarged spleen due acute dysentery (in Mesopotamia with B.E.F.) (Indifferent)
Leaky valve of heart (Bad)
Mustard gas from late War (Bad)
Operation on lung
General and cardiac neurosis (Bad)
General debility (50 years old)
Spondalitis - gastric ulcer (Bad)
Asthma
Epileptic (mild)
Discharged unfit for military service C.M.F.
Medically unfit discharged A.I.F.
Heart - War disability (Bad)
Discharged physically unfit Naval Service (41 years of age)

War Pensioner - War injury 1918
Duodenal ulcer (chronic) (Bad)
Recovering from feet operation, temporary disability
Chronic Bronchitis, Palholigal, gall bladder, etc. (Bad)
Bronchial trouble.

Code "1".

(Loss of, or substantial loss of the use of, one hand (or arm)).

Disabled right arm - about one fourth useful
Collapsed muscles of upper right arm due to infantile paralysis
Thumb on right hand missing and hand maimed
Left arm disabled
Permanent disabled right arm
Wastage right arm - bronchial asthma - spondalitis
Lost forefinger - half thumb - half 2nd finger, half 3rd finger left hand

Code "3".

(Loss of, or substantial loss of the use of, one foot (or leg)).
Lost big toe left foot - crushed big toe and first toe right foot.
One leg affected from paralysis and one foot dead through cut with axe.
Infantile paralysis (Right leg)
Infantile paralysis (Left leg)
Lame - contracted muscles right let
Stiff leg (knee and hip, result T. B. Arthritis)
Split cartilage in left knee.

Code "4".

(Loss of, or substantial loss of the use of, both feet (or legs)).

Incomplete flexibility either leg (War wounds)

Code "5".

(Blind, or almost blind, in one eye)

Removal of left medial meniscus
Right eye - very little vision
Left eye - very little vision.

Code "8".

(Other major permanent physical disabilities).

Deformed right shoulder
Loss of gall bladder prevents following usual occupation
Crippled, result shoulder and leg injuries
Fractured spine
Infantile paralysis

Code "9".

(Other minor permanent physical disabilities)

Bad eyesight
Short-sighted
Weak eyesight
Partially blind
Defective eyesight
Deaf
Deaf (left ear)
Deaf (right ear)
Deaf, slightly
Hard of hearing
Double Optic Neuritis - Epilepsy - double hammer toe (Bad)
Both knees dislocated - now fairly good
Fractured femur of both legs
Gunshot wound in abdomen (War)
Left Foot deformed
Slightly lame right leg - result infantile paralysis
Hernia
Bullet wound right knee joint
Deaf in one ear, suffer from headaches, result of fractured skull

/Digestive

Digestive disorders due to War service
Varicose veins - two legs
Inguinal Hernia
War wound, chest and left arm
Acute Hernia
Fractured Patella - War disability, left Hernia
War injury, right leg
Contraction of fibrous tissues both hands
Slight curvature of spine
Gunshot wound right buttock - neurasthenia otis media
Bad leg also bad side
War pension for knee trouble
Dislocated cartilage right knee
Minor disability right eye - result corneal ulceration
Twenty-five per cent. disability owing to war injuries
Defective eyesight
Gunshot wounds left arm
Left arm slightly impaired (War wounds)
Right ankle joint permanently stiff, result of accident
Broken cartilage knee
Gunshot wound right wrist
Torn ligament right leg
Slight hip disease
Early central cataract in both eyes
Flat feet (51 years old)
Deaf in one ear - have a bad varicosele
Gunshot wound, head
Minor trouble with right knee
Left arm and knee badly injured 1923 - knee still under treatment
Epidemittis, have to wear support belt
Rupture (hernia), 61 years old
Right ankle broken - still slightly weak after 10 years
Shoulder injury, dislocation, not properly set
Ear disease
Suffering from Hemorrhoids
Gas
Lost third and fourth fingers of left hand
Permanent injury to left knee owing to three complete dislocations of the
patella
Hammer toes

Roland Wilson

(ROLAND WILSON)
Commonwealth Statistician

P. E. R. J.

BUREAU OF CENSUS AND STATISTICS.

NATIONAL REGISTER
CENSUS OF MEN.

INSTRUCTIONS FOR CODING THE PARTICULARS ENTERED
ON THE LEFT HAND SIDE OF THE
PERSONAL (GREY COLOURED) CARD.

AMENDMENT No. 1.

QUESTION 5: Insert the following additional code
after "6. Mother and Wife":-

7. Father, Mother, Wife.

In last line of instruction amend for the words
"Insert Code 2" read:-

"Insert Code 1".

ROLAND WILSON
Commonwealth Statistician.

BUREAU OF CENSUS AND STATISTICS

NATIONAL REGISTER

CENSUS OF MEN

INSTRUCTIONS FOR CODING THE PARTICULARS ENTERED
ON THE RIGHT HAND SIDE OF THE PERSONAL
(GREY COLOURED) CARD.

A CODE NUMBER IS TO BE INSERTED FOR THE WRITTEN REPLY TO EACH QUESTION (except No. 8) in order that the information supplied may be transferred in code to punched cards for subsequent sorting and counting by electrical tabulating machinery.

The code number must be written IN BLACK INK in the code column provided at the right hand side of the reply.

It is essential that the CODE NUMBERS SHOULD BE ENTERED ACCURATELY AND LEGIBLY on the Census cards so that the punching machine operators can complete their part of the work satisfactorily and expeditiously.

No alterations are to be made to the replies given to the questions on the card except as provided in these instructions. Every alteration or addition to the replies stated on the card must be "ringed".

In all cases where a code number for the reply to any question cannot be located in the appropriate index the matter should be referred to the section leader. Arbitrary assumptions must not be made for any replies not mentioned in the code index. ADDITIONS TO ANY INDEX MUST NOT BE MADE WITHOUT SPECIAL INSTRUCTION.

Where the term "refer to section leader" is used in these instructions, the coding clerk should enter on his query sheet the particulars to which he desires to direct the attention of his section leader. In such cases, the relevant card or cards must be turned on end to permit of speedy reference by the section leader.

Before commencing coding, the Instructions for filling in the Personal Card should be very carefully studied.

QUESTION 8. - GRADE OF OCCUPATION

No code is necessary unless

- (i) a reply has not been given, or
- (ii) an "X" has been inserted in more than one square,

in either of which cases, refer to section leader.

QUESTION 9. - UNEMPLOYMENT

Question 9(a) -

If the answer to Question 9(a) is stated in anything other than weeks, e.g. months or days, convert into weeks by the methods indicated under Question 9(b), and insert appropriate code-number in the code-column. No code is necessary for replies already correctly stated in weeks.

When no answer is given, insert code "99". When the answer "nil" or "0" or "-", etc. is given, code "XX".

/Question

Question 9(b) -

Before inserting the code number appropriate to the period of unemployment stated in reply to Question 9(b) the coder should see that the reply to Question 8. - Grade of Occupation is stated as (d) i.e. indicated by an "X" in square numbered 5.

The following code lists should be used :-

CODE FOR PERIOD OF UNEMPLOYMENT

Note: If the period of unemployment is one week or more -
 (a) Ignore periods of 1, 2 or 3 days.
 (b) Count periods of 4, 5 or 6 days as 1 week.

Periods under one year	Code	Periods of one year and upwards	Code
Less than 1 week	00	12 months ..	52
1 week ..	01	13 " ..	53
2 weeks ..	02	14 " ..	54
3 " ..	03	15 " ..	55
4 " ..	04	16 " ..	56
5 " ..	05	17 " ..	57
6 " ..	06	18 " ..	58
7 " ..	07	19 " ..	59
8 " ..	08	20 " ..	60
9 " ..	09	21 " ..	61
10 " ..	10	22 " ..	62
11 " ..	11	23 " ..	63
12 " ..	12	24 " ..	64
13 " ..	13	25 " ..	65
14 " ..	14	26 " ..	66
15 " ..	15	27 " ..	67
16 " ..	16	28 " ..	68
17 " ..	17	29 " ..	69
18 " ..	18	30 " ..	70
19 " ..	19	31 " ..	71
20 " ..	20	32 " ..	72
21 " ..	21	33 " ..	73
22 " ..	22	34 " ..	74
23 " ..	23	35 " ..	75
24 " ..	24	36 " ..	76
25 " ..	25	37 " ..	77
26 " ..	26	38 " ..	78
27 " ..	27	39 " ..	79
28 " ..	28	40 " ..	80
29 " ..	29	41 " ..	81
30 " ..	30	42 " ..	82
31 " ..	31	43 " ..	83
32 " ..	32	44 " ..	84
33 " ..	33	45 " ..	85
34 " ..	34	46 " ..	86
35 " ..	35	47 " ..	87
36 " ..	36	48 months and over	88
37 " ..	37	Not stated (a)	99
38 " ..	38	Not unemployed (b)	XX
39 " ..	39	Never employed (c)	YY
40 " ..	40		
41 " ..	41		
42 " ..	42		
43 " ..	43		
44 " ..	44		
45 " ..	45		
46 " ..	46		
47 " ..	47		
48 " ..	48		
49 " ..	49		
50 " ..	50		
51 " ..	51		

Notes -

3.

- (a) To be used when the answer to Question 8 is "unemployed" but no answer is given to Question 9(b).
- (b) To be used when the answer to Question 8 is a cross in any square except Number 5 and no answer (or "nil") is given to Question 9(b).
- (c) To be used when this answer is written on the card.

If reply is stated in days - divide by 6 to ascertain the number of weeks.

If reply is stated in months - convert to weeks on the following basis :-

Months = Weeks		Code	Months = Weeks		Code
1	4	04	7	30	30
2	9	09	8	35	35
3	13	13	9	39	39
4	17	17	10	43	43
5	22	22	11	48	48
6	26	26	12	52	52

If reply is stated in months and weeks - add the number of weeks as stated to the number of weeks equivalent to the months stated (see above), and code accordingly e.g. a reply stating unemployed "6 months and 3 weeks" equals 29 weeks for which code 29 should be inserted.

QUESTION 10. - CRAFT OR OCCUPATION AND
QUESTION 11. - INDUSTRY

General

Before commencing the coding of replies to these questions, the coder should properly appreciate the distinction between the respective terms, and a careful study is to be made of the "Introduction" printed on page 4 of the "Classifications of Industries and Occupations".

The following general instructions relating to the coding of replies to these questions should also be carefully studied.

(i) Arrangement of Classifications.

The coder should first learn the arrangement and full titles of the Orders and Sub-Orders before endeavouring to acquire a general knowledge of the main groupings of the "Classifications of Industries and Occupations".

(ii) Coding from Index.

The codes for Industry and Craft or Occupation must be ascertained from the Alphabetical Index.

(iii) Marking of Index.

It is very important that coders should place a tick (✓) in the alphabetical index for each Industry and Craft or Occupation when the item is used for the first time.

(iv) Industries and Crafts or Occupations not in Index.

When any Industrial or Craft or Occupational term is not included in the index, the card is to be referred to section leader.

/(v) Query

(v) Query Sheets.

The query sheets provided are intended to be used freely and there is no reflection on the ability of a coder who frequently refers queries to his section leader. The query sheet serves a dual purpose, viz.

- (a) As each coder is required to code a certain quantity of work per day, a considerable amount of time is saved by coders and section leaders in dealing with doubtful cases, and
- (b) It enables the correct classification of doubtful cases to be circulated to all sections, thus ensuring uniformity of treatment.

(vi) Supplementary Instructions.

From time to time supplements to these instructions will be issued. These supplements will include, e.g. Industries and Crafts or Occupations not in the index; rulings and modification of existing rulings; etc. Each coder will be responsible for correcting his instruction book in accordance with these supplements. The supplements must be kept by him in good order AND MUST NOT BE DESTROYED after the corrections have been carried out.

(vii) Instructions to be retained.

These instructions are to be carefully preserved and all subsequent rulings, and additions to the indexes neatly entered therein. On the completion of the coding operations, all instructions are to be handed in to the section leader.

QUESTION 10. - CRAFT OR OCCUPATION

1. PARTICULARS TO BE CODED. Persons have been directed to state the

- (i) Craft or Occupation in which now engaged and
- (ii) any other skilled crafts or occupations (limited to two) in which they have any special skill or training.

Codes are required for the replies given on all three lines, if the answers given are adapted to coding.

If no reply is given to Question 10(i) refer to section leader. On the other hand, if no reply is given to either questions 10(ii) 1 and/or 2 insert code 4314 - (Occupation not stated)

2. INFLUENCE OF STATUS. Before deciding the code to be given to any particular occupation, reference must be made to the answer given to Question No. 8. - "Grade of Occupation", and to the position or status which the person occupies in his trade or business. The following rules are to be observed :-

(a) PERSONS RETURNING THEIR GRADE OF OCCUPATION AS "EMPLOYER"

If the person shows himself as an "employer" he should be given the "employer" occupational code-number in the Order or Sub-Order corresponding to his Industrial Order or Sub-Order.

In Order 2, Agricultural, Pastoral and Dairying Occupations, and Order 7, Persons engaged in Commerce and Finance, separate codes have been given for employers in certain occupations within those orders and one number assigned to all others not

/specifically

specifically mentioned. In Order 8, Persons engaged in Professional Occupations, no separate number has been given for "Employer", and employers are therefore coded to their occupation as stated, e.g. Architect, etc. In Order 9, Persons engaged in Entertainment, Sport and Recreation, and Order 10, Persons engaged in Personal and Domestic Service, the following employers are to be coded to their occupation as stated -

Billiard Saloon keeper	Restaurant keeper
Trainer (racehorse)	Tea-room keeper
Bookmaker	Caterer
Professional boxer, wrestler	Hairdresser
Professional golfer	Manicurist
Professional, other sports	Chiropodist
Physical culture teacher	Toilet specialist
Hotelkeeper, publican	Beauty specialist
Boarding-house keeper	Chimney sweep

All others are to be given the code-number assigned to employer, n.e.i. in Order 9 or Order 10.

(b) PERSONS RETURNING THEIR GRADE OF OCCUPATION AS "WORKING ON OWN ACCOUNT"

Except in Orders 2 and 7, where persons working on their own account and not employing labour have been specially provided for under the same heading as "Employers", all such persons are to be coded according to their occupation as stated, and not as "Employers".

(c) PERSONS DESCRIBED AS MANAGERS OR DIRECTORS (BUT NOT EMPLOYERS)

Managers and directors are to be coded to the same occupational order or sub-order as they are for industry, and to the group provided for them in such order or sub-order, except in Order 7, where code-numbers have been allotted to the Managers and Directors of certain types of businesses. Look under "Manager" in the alphabetical index and, if the type of business is not enumerated there, refer to the section leader. The following terms may be regarded for coding purposes as synonymous with Manager :-

Assistant Manager	Managing director
Chairman	Mill manager
Company director	Staff superintendent
Departmental manager	Superintendent
Director	Under Manager
Factory manager	Warehouse manager
Factory superintendent	Works manager
General manager	Works superintendent

(d) PERSONS DESCRIBED AS FOREMEN OR OVERSEERS

Look under "Foreman" in the index; if the term is found there code accordingly, otherwise refer to section leader. It is important to realise that, whereas Employers and Managers are coded to the same occupation order or sub-order as they are for industry, this is not necessarily so with Foreman. For example, a foreman bricklayer working in an iron foundry is coded to Iron and Steel Foundries, Code No. 154 in Sub-Order 5D for Industry, but is coded to Foreman Code No. 2402 in Sub-Order 5S for Occupation.

The following terms may be regarded as synonymous with "Foreman" -

Boss
 Charge hand
 Charge man
 Factory foreman
 Factory overseer
 Forewoman
 Gaffer
 Ganger
 Head man

Overlooker
 Overman
 Overseer
 Store foreman
 Stores foreman
 Supervisor
 Warehouse foreman
 Yard foreman

(e) PERSONS DESCRIBED AS ASSISTANT FOREMAN,
UNDER FOREMAN

Persons so returned are not to be classed as Foreman, but are to be coded to the occupation stated. Any term mentioned in instruction 4(d), if prefixed by the word "Assistant", would come under this ruling.

3. DEPARTMENTAL STORE MANAGERS AND ASSISTANTS. These must be coded to the department in which they are employed. If the department is not stated, or is not provided for in the list, code to 3247 or 3272 as the case may be.

4. APPRENTICES. These are to be coded to the trade to which they are apprenticed.

5. GRADE OF OCCUPATION.

(a) All cases where the grade of occupation stated conflicts with the occupation returned must be referred to the section leader, e.g. "Farmers" should invariably be Employers or Working on own account. "Managers and directors" should be "employees" and not "employers". "Labourers" should not be employers or working on own account.

(b) Clergy and Members of Religious Orders must be treated as "Others" - correct to code No. 6 for Grade of Occupation irrespective of what grade is shown on the card.

(c) Where a correction is made to "Grade", draw two parallel lines through the original cross (X), and "ring" the new cross (X).

6. OCCUPATIONS APPARENTLY INCONSISTENT WITH AGE, SEX, ETC. The coder must consider whether the code he enters is consistent with the age, sex and circumstances of the individual. He must refer the following cases to the section leader :-

(a) Males returning occupations almost invariably followed by females only.

(b) Young persons described as engaged in crafts or occupations inconsistent with their age.

(c) Persons described as "Employer" in industries nearly always carried on by Companies or municipal or semi-governmental authorities.

(d) Persons described as working on "Own Account" in businesses which could scarcely be carried on without employees.

REMEMBER! ALWAYS CODE FROM THE ALPHABETICAL INDEX

QUESTION 11. - INDUSTRY

Persons have been directed to state "the branch of industry or profession in which now engaged". The code number appropriate to the reply stated is to be ascertained from the alphabetical index of Industries and inserted in the code column.

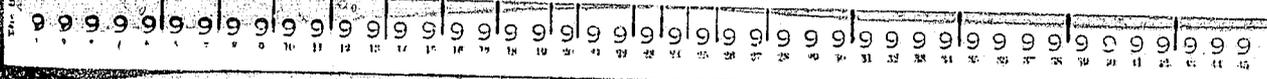
/Where

7.

Where replies in answer to this question are not given or are stated in a manner which leaves any doubt as to the Industry, Trade, Service or Profession in which engaged refer to section leader.

Refer to section leader any cases for which the Industry, etc. stated does not appear in the alphabetical Index.

REMEMBER! ALWAYS CODE FROM THE ALPHABETICAL INDEX



WRITE CLEARLY.

COMMONWEALTH OF AUSTRALIA: NATIONAL REGISTER.

No. 5

SURNAME (Block letters) CHRISTIAN NAMES
USUAL POSTAL ADDRESS (If away from usual residence when filling in card, give address of usual residence.) STATE
COMMONWEALTH ELECTORAL DIVISION IN WHICH USUAL RESIDENCE IS SITUATED

- 1. Age last birthday.....years. 2
- 2. Country of birth of yourself..... 2
 " your father..... 2
 " your mother..... 2
- * 3. Nationality--
 British, natural born British, naturalized 1
 Place and date of }
 naturalization } 2
 Foreign (state country)..... 2
- * 4. State whether Married Widower Divorced 1
 Never Married Married Widower Divorced 1
- * 5. Dependent Relatives (if any)—Father Mother Wife 2
 Number of children Number of other
 under 16 years..... dependent relatives.....
- * 6. My general health is Good Bad Indifferent 3
- 7. If blind, deaf, dumb, crippled, or otherwise maimed, state nature of disability—

- * 8. GRADE OF OCCUPATION—
 (a) Employer of labour other than domestic 1
 (b) Working on own account but not employing labour 2
 (c) Employee (including apprentices but not sustenance or relief workers)—
 working at usual occupation 3
 or 4
 working at other than usual occupation 5
 (d) Unemployed (including Sustenance and Relief Workers) 6
 (e) Others (including pensioners, dependants, "retired", "independent means", &c.) 6
- 9. UNEMPLOYMENT—
 (a) State total number of weeks unemployed in past 12 months..... 7
 (b) If unemployed now, state period since last employed in any occupation (other than Sustenance or Relief Work)—
 Months..... Weeks..... Days..... 7
- 10. CRAFT OR OCCUPATION—
 (i) State craft or individual occupation in which now engaged—
 8
 (ii) State any other skilled craft or occupation in which you have special skill or training—
 No. 1..... 8
 No. 2..... 8
- 11. INDUSTRY—
 State branch of industry or profession in which now engaged—
 8

* Where marked * enter a cross in appropriate square (one square only for each question except No. 5). Date..... Signature.....

N.R. 22.

NATIONAL REGISTER.

CENSUS OF MEN AND CENSUS OF PROPERTY.

I am returning herewith your communication on the above subject, together with _____ National Register Card(s), an Instruction Sheet and a pre-addressed envelope for the return of the Card(s).

It is provided under the National Registration Act, 1939 that the cards must be signed by the persons responsible for making the returns.

Please complete your card(s) in accordance with the instructions, and post before the 29th July to the address printed on the envelope.

ROLAND WILSON
Commonwealth Statistician

OFFICIAL COMMUNICATIONS SHOULD
BE ADDRESSED AS FOLLOWS:—
THE COMMONWEALTH STATISTICIAN
CANBERRA, A.C.T.

ADDRESS TELEGRAMS:—
COMMONWEALTH STATISTICIAN,
CANBERRA.

TELE 561, 562.



COMMONWEALTH BUREAU OF CENSUS AND STATISTICS.

Canberra A.C.T.

PLEASE QUOTE THIS NUMBER IN REPLY.

N.R.27.

NATIONAL REGISTER
CENSUS OF PROPERTY

In reply to your request of _____ August, 1939,
for an extension of the time within which the National Register
Property Card(s) relating to the property of -

may be furnished, I have to inform you that there will be no
objection to the transmission of these cards being delayed pro-
vided they are forwarded to the Commonwealth Statistician not
later than the _____ 1939.

Roland Wilson

Commonwealth Statistician

TELEPHONES—
CANBERRA 581 AND 582.
OFFICIAL COMMUNICATIONS SHOULD
BE ADDRESSED TO
THE COMMONWEALTH STATISTICIAN,
CANBERRA, A.C.T.

COMMONWEALTH BUREAU OF CENSUS AND STATISTICS,
Canberra, A.C.T.,

N.R. 33

NATIONAL REGISTER CENSUS.

The correction to the particulars supplied on your National Register Card, advised in your communication of the August, 1939, has been noted.

It will not be necessary for you to take any further action in this matter.

Roland Wilson
(ROLAND WILSON)
Commonwealth Statistician.

OFFICIAL COMMUNICATIONS SHOULD
BE ADDRESSED AS FOLLOWS:—
THE COMMONWEALTH STATISTICIAN
CANBERRA, A.C.T.
ADDRESS TELEGRAMS:—
COMMONWEALTH STATISTICIAN,
CANBERRA.

TELE 581. 582.



COMMONWEALTH BUREAU OF CENSUS AND STATISTICS.

Canberra A.C.T.

PLEASE QUOTE THIS NUMBER IN REPLY.

N.R.34.

NATIONAL REGISTER

CENSUS OF PROPERTY.

In reply to your communication of _____, 1939, it does not appear, from the circumstances to which you call my attention, that the Property Card(s) in question could not be supplied by the due date.

Although the period fixed under the Act for sending in forms ends on the 29th July, the Government has decided that no action will be taken with regard to delay in the sending in of any form provided it is posted by the 10th August, 1939.

Your attention is invited to the fact that, with respect to trade assets and liabilities only, the particulars as per the latest balancing date on or after the 30th June, 1938, may be used for the purposes of the Property Card.

In the absence of any substantial reasons which would prevent you from completing the Card(s) by the due date, I regret that I am unable to grant your request.

Roland Wilson

Commonwealth Statistician

OFFICIAL COMMUNICATIONS SHOULD
BE ADDRESSED AS FOLLOWS:—
THE COMMONWEALTH STATISTICIAN
CANBERRA, A.C.T.

ADDRESS TELEGRAMS:—
COMMONWEALTH STATISTICIAN,
CANBERRA.

TELE 581, 582.



COMMONWEALTH BUREAU OF CENSUS AND STATISTICS.

N.R.35

Canberra A.C.T.

PLEASE QUOTE THIS NUMBER IN REPLY.

RW/JS

Dear Sir,

In reply to your communication of _____, 1939, you will be required to furnish a Personal Card if you are a male person who has attained the age of 18 years but has not attained the age of 65 years. Your Personal Card should be posted not later than the 10th August, 1939.

You will be required to furnish a Property Card if you possess property to the value of £500 or more. Your Property Card should be posted not later than the 10th August, 1939. If it is impossible for you to post it by that date, you should apply in writing for an extension of time, and state the reasons which prevent you from posting it by the due date.

Yours faithfully,

Roland Wilson

(ROLAND WILSON)
Commonwealth Statistician.

OFFICIAL COMMUNICATIONS SHOULD
BE ADDRESSED AS FOLLOWS:—
THE COMMONWEALTH STATISTICIAN
CANBERRA. A.C.T.
ADDRESS TELEGRAMS:—
COMMONWEALTH STATISTICIAN.
CANBERRA.

TELE 581. 582.



COMMONWEALTH BUREAU OF CENSUS AND STATISTICS.

N.R.36

Canberra A.C.T.

PLEASE QUOTE THIS NUMBER IN REPLY.

RW/JS

Dear Sir,

In reply to your letter of _____, 1939,
you are required to furnish a Property Card if the value of your
interest in the estate in question, together with the value of
your other assets, amounts to £500 or more.

If you are unable to ascertain the value of your
interest in the estate in question, you should write all the
relevant facts briefly on the back of the card, and give the
names of the trust estate and of the trustees.

Yours faithfully,

Roland Wilson.

(ROLAND WILSON)
Commonwealth Statistician.

TELEPHONES—
CANBERRA 581 AND 582.
OFFICIAL COMMUNICATIONS SHOULD
BE ADDRESSED TO:
THE COMMONWEALTH STATISTICIAN,
CANBERRA, A.C.T.

COMMONWEALTH BUREAU OF CENSUS AND STATISTICS,
Canberra, A.C.T.

N.R.41.

NATIONAL REGISTER - CENSUS OF PROPERTY

In reply to your communication of _____
I desire to advise that the reasons which have prevented you from
completing and forwarding the Property Card(s) by the due date have
not been stated.

Consideration will be given to your request on receipt
of this information.

ROLAND WILSON
Commonwealth Statistician



COMMONWEALTH BUREAU OF CENSUS AND STATISTICS.

RW/MP.

Canberra A.C.T.

PLEASE QUOTE THIS NUMBER IN REPLY.

Dear Sir,

In reply to your letter of the _____, 1939, it has been notified for public information that, if a person or firm satisfies me that he is definitely unable to furnish complete particulars by the due date, no objection will be taken to the late arrival of the return, provided application is made for an extension of time, and the return is furnished not later than such date as is specified.

Although the period fixed under the Act for sending in forms ends on the 29th July, the Government has now decided that no action will be taken with regard to delay in the sending in of any form provided it is posted on or before the 10th August, 1939.

I am not in a position to grant a further extension of time to persons who do not make written application either directly or through an authorised agent. I shall be prepared, however, to consider granting you a further extension of time on behalf of your clients on receipt of the names and addresses of those who have authorised you to act on their behalf. In view of your special position, I shall be prepared to consider acting in advance of their personal applications on receipt of your assurance that you will be authorised to act on their behalf.

The extension to be allowed will have to be considered after receipt of the names and addresses of your clients.

Your attention is drawn to the fact that, with respect to trade assets and liabilities only, the particulars as per the latest balancing date on or after the 30th June, 1938 may be used for the purpose of the Property Card. Persons or firms who normally balance their books on the 30th June, and have not completed this year's balance by the 29th July, will be entitled to base their returns on the Balance Sheet figures of 30th June, 1938, provided no interim balance has been completed after that date.

Yours faithfully,

Roland Wilson.

(ROLAND WILSON)
Commonwealth Statistician

COMMONWEALTH OF AUSTRALIA.

N.R. 38.

National Registration Act 1939.

National Register Branch Office,
Phillip Street,
SYDNEY, New South Wales.

NATIONAL REGISTER.—CENSUS OF MEN.

Your National Register (Personal) Card is incomplete or insufficiently specific in respect of the answers required to the questions indicated in red ink on the form enclosed herewith.

In pursuance of the powers vested in me by Section 19 of the National Registration Act 1939, I hereby require you to supply full and correct answers to the questions so indicated, in accordance with the instructions given in the enclosed Instruction Sheet. You are required to sign the form and post it to me in the addressed post-free envelope forwarded herewith, within seven days from the receipt of this letter.

Roland Wilson

Commonwealth Statistician.