

the office and the other by the train Conductor alternately each day. From that which is kept in the office a third car record book will be written up, so that at all times the Office will have a complete record of cars moved. For convenience in writing up records, the station numbers designated on the Time Table will be used.

CHECKING FREIGHT.

16—Freight received for shipment to Coal Creek will be checked by the Agent at owner's risk as indicated previously; freight received at Coal Creek for Fernie will be checked by the Crow's Nest Pass Coal Company's Warehouseman.

17—When freight is delivered it should be checked off by the Agent or Warehouseman, as the case may be, and any shortages, breakages, etc., noted on the Expense Bills, and the waybills should be brought back at once by the Conductor and handed in to the Accountant's Office. Conductor will sign his name on all waybills handled by him. These waybills must be sorted in order as soon as received and prompt enquiry made if any are missing.