

(58) **Requisitions to be on Special Forms.**—Requisitions to the Central Office for instruments, forms, &c., should *not* form *part of a letter*, but be written on a requisition postal card, or on some other requisition form, or on paper that contains no other matter.

Explanations of the special reasons for the requisition, when necessary, may be made in a letter with or without other matter.

(59) **Instruments not to be sent away from a Station on Loan without Authority.**—An observer having on loan an instrument the property of the Dominion of Canada, must not transfer it to another station without definite instructions from the Central Office, even though he may not (as he supposes) have need for it himself, as such action defeats the purposes for which the additional instrument was furnished to him; one of which is to guard against the stoppage of the observations by accidents to instruments in use.

If any observer should know of any qualified person in a suitable locality who desires to engage in meteorological work, he should report the case to the Central Office, Toronto; but he should not furnish the proposed station with instruments intended for his own use.

(60) **Blank Forms to be Carefully Preserved.**—Observers are requested to keep all articles of stationery connected with the observations in a safe place, and apart from other stationery, so as to diminish the risk of loss.

(61) **List of Books on Meteorology.**—Observers who desire to engage in the study of Meteorology, are recommended to consult one or more of the following works:

Buchan, A. Handy Book on Meteorology.

Herschell, Sir John. Meteorology.

Loomis, Professor E. Treatise on Meteorology.

Scott, R. H. Weather Charts and Storm Warnings.