

N. B.—This intimation should be given to all the Superintendents within the District, or County, immediately upon receiving the money.

3RD FORMULA—XI. SECTION.

Form of Notice of the apportionment of the Provincial Grant.

SIR: I have to acquaint you that the sum of [*here state the sum*] has been apportioned to your [*Township, Town, or City, as the case may be*] by the Chief Superintendent of Common Schools, from the Provincial Grant for the year 18—, in accordance with the School Act, 7th Victoria, cap. 29.

I am, sir, your obedient servant,

A— B—, Sup't — District [*or County*].

C— D—, [*Township, Town, or City Sup't.*
as the case may be].

N. B.—Until the Township Councils are established, this notice should be sent to the Town and City Clerks, and a copy of the whole apportionment to the District should be sent to the District Clerk, that he may lay it before the first meeting of the Municipal Council, as that body at present, under the 68th section, have the whole power of raising the Assessment; and the provisions of the 12th section apply to them.

It is also recommended, until Township Councils are established, that the above notice should be sent to each Township Superintendent; instead of the Township Clerk, as there can be no such Clerk as the law contemplates till the Township Councils are instituted. Besides, it is necessary for Township Superintendents to have early notice of the apportionment to enable them to make and intimate the division among the School Districts, as required in the fourth division of the 14th section of the Act, and without which apportionment being made known to the Trustees, they cannot make out the Quarterly Rate Bills. The Superintendents, in making apportionments to School Districts, should attend to the 18th and 19th sections.

4TH FORMULA—XIV. SECTION, 7TH DIVISION.

Form of a Certificate of Qualification to a Teacher from a [Township, Town, or City] Superintendent.

I hereby certify that [*here insert the name*] of the [*Roman Catholic or Protestant faith, as the case may be,*] having applied for a certificate of qualification to teach a Common School, and having produced satisfactory testimonials of correct moral character, was taken upon trial by me, and found well qualified to teach [*here insert the branches which the teacher is well qualified to give instructions in,*] [and is hereby authorized to teach any Common School within the [*Township, Town, or City*] of ——— for one year from and after the date hereof.