

4. Those Parents and Guardians who pay the Rate Bills to the Secretary-Treasurer, or Collector, *within ten days* from the date of such Rate Bill, and without being called upon for it, will be exempt from paying the Collector's Fees.

5. The Collector, by virtue of the Warrant from the Trustees, can enforce payment of the Rate Bill by distress and the sale of goods, from any person who resides, or has goods and chattles within the limits of the School Section. For the mode of proceeding in case of persons rated, who may not at the time of collecting the Rate Bill reside or have goods and chattles within the limits of the School Section, see *seventh* division of the 27th Section of the Act.

6. The Trustees should make the apportionment for Fuel *in money*, as one item in the Rate Bill, and then exercise their own discretion as to whether the item for fuel should be paid in money or wood—fixing the price per cord, to be allowed for the wood, describing the kind of wood, and the manner in which it should be prepared for the School. In case any person should fail to pay the amount of his wood-bill, in the manner and at the time prescribed by the Trustees, the payment should, of course, be enforced in the same manner as that of the School Teacher's wages, and the amount, thus collected, paid for the purchase of wood.

SECTION 9. *Form of Trustees' Order upon the District Superintendent.*

To the Superintendent of Common Schools for the — District.

PAY to [*here insert the Teacher's name*] or Order, out of the School Fund apportioned to School Section, No.—, in the [*Township, Town, or City*] the sum of [*here write the sum in words*—the proportion now due of said Teacher's salary for the year, to be raised by Rate Bill, having been duly collected and being at his disposal, according to the fifth clause of the 27th section of the Common School Act.

Dated this — day of —, 18—.

A. B.,
C. D.,
E. F., } *Trustees.*

EXPLANATORY REMARKS.—1. No part of the School Fund is allowed to be paid for any other purpose than the payment of the Teacher's salary; and the District Superintendent is not authorised to pay the School Fund moiety of a Teacher's salary *to any other* than the Teacher interested, or to some person authorised by the Teacher to receive and grant a receipt for it.

2. As the Legislative Grant is intended, not to supersede, but to *assist* and encourage local effort, it should be advanced on the order of Trustees, in harmony with the principle of its original appropriation. If, therefore, the Trustees desire to obtain from the District Superintendent one-half of the sum apportioned out of the Legislative Grant to their School Section, they must see, at the same time, that there is collected for the School Teacher one-half of the amount which they have agreed to raise by Rate Bill, whether that amount be small or large; and so in regard to any other portion of the Legislative Grant for the current year. The object of this regulation is to prevent local abuses upon the bounty of the Legislature, to secure to Teachers the punctual payment of their quarterly Rate Bills, as well as the Legislative Grant, while it will always be found better for Parents and Guardians to pay the small amounts of the quarterly Rate Bills than to suffer it to accumulate to the end of the year, to the great inconvenience of the Teacher, and sometimes to his absolute loss. The most convenient way of paying the *quarterly* Rate Bill is, for each Parent or Guardian to send the amount for which he is rated by one of his children to the School Master, requiring his receipt for the amount. This will save such Parent or Guardian the trouble and expense of the Collector's fees, and secure punctual and timely payment to the Teacher.

SECTION 10. *Form of Deed for the Site of a Common School House, Teacher's Residence, &c.*

This Indenture, made the — of —, in the year of our Lord one thousand eight hundred and —, in pursuance of the Act to facilitate the conveyance of Real Property, **Between** — of the Township [*Town, or City*] of — in the District and Province of Canada — of the one part, and the District Council of the — District, in the Province aforesaid, of the other part —,

Witnesseth, that in consideration of —, of lawful money of Canada, now paid by the District Council of the — District aforesaid, to the said —, grants unto the District Council of the — District