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OFFICE OF  
Indian Affairs  
Rec. JUN 18

1904

78/11

Indian Industrial School,

Carlisle, Pa. June 15 1904

Pratt, E. H.,

Supt.

Approve and forwards  
request of Joanna R. Speer,  
Asst. Matron, for  
30 days annual leave.  
To Supt July 8/04

✓ File

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## Department of the Interior,

INDIAN SCHOOL SERVICE.

Indian Industrial School

CARLISLE, PA

School,

June 15, 1904

The Honorable,

The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for thirty  
 (30) days, from 1st day of Aug. to 3rd day  
 of Sept., both inclusive, but excluding holidays and Sundays.

Very respectfully,

Joanna R. Speer

(Sign full name.)

Asst. Matron

(Position of applicant.)

Through the Superintendent at

(Superintendent.)

Carlisle, Pa.

(School.)

Respectfully forwarded. This applicant has been absent  
 since January 1st of the present year, as follows: Annual leave  
 \_\_\_\_\_ days; sick \_\_\_\_\_ days; without pay \_\_\_\_\_ days.  
 This application is therefore \_\_\_\_\_ approved, with recommendation  
 (or dis)  
 that the same be \_\_\_\_\_ granted with pay, for the following reason:  
 (not) (with or without)

Annual leave

Very respectfully,

Rt. Pratt

Brig. Gen. J. Smith

(Superintendent.)

I recommend that the above application be

U. S. Indian Agent

\* If leave of absence is asked at a time when the school is not in vacation, applicant will state here specifically the reason therefor.