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OFFICE OF
Indian Affairs
Rec. JUL 12

1904

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Indian Indus. School,
Carlisle, Pa., July 11, 1904.

Mercer, W. A. Capt. & supt.

Asks extension of leave of absence for Mrs. Oella C. Munch, Asst. Matron, on account of illness in family.
Formal application enclosed.

1 Enc

To supt. 9/23/04

File.

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PS

Department of the Interior,

INDIAN INDUSTRIAL SCHOOL,

OFFICE OF SUPERINTENDENT,

Carlisle, Pa., July 11, 1904/190

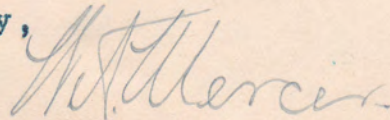
To The Honorable,
The Commissioner of Indian Affairs,
Washington, D. C.

Sir :

I enclose herewith application in behalf of Mrs. Oella C. Munch, Asst. Matron at this school, for extension of her leave of absence which expires on the 13th instant, to and including the 20th instant, without pay.

Mrs. Munch writes that the physical condition of her mother is such as to require her presence for the period above named.

Very respectfully,



Captain 7th Cavalry, Supt.

Dictated(P)

46159

Indian Office,

Incl. No. /

1904

Indian Indus. School,
Carlisle, Pa., July 11, 1904.

Mercer, W. A. Capt. & Supt.

Requests extension of leave for
Mrs. Oella C. Munch, Asst. Matron.

See 6/12

Department of the Interior,

INDIAN SCHOOL SERVICE.

Indian Industrial School, Carlisle, Pa. July, 11, 1904.

The Honorable,
The Commissioner of Indian Affairs.

Sir:

I have the honor to request a leave of absence for seven
(7) days, from the 14th day of July to the 20th day
of July, without pay, ~~both inclusive, but excluding holidays and Saturdays~~
for Mrs. Oella C. Munch, Asst. Matron; being an extension of her
regular leave, made necessary by illness in her family. (Par.
126, R. - I. O., 1904, page 28.)

Very respectfully,

W. A. Mercer

Captain 7th Cavalry, Supt.

(Position of applicant.)

Through the

(Superintendent.)

at

(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
that the same be _____ granted _____ pay, for the following reason:
(not) (with or without)

Very respectfully,

W. A. Mercer

Captain 7th Cavalry, Supt.

(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.