

## "APPENDIX C."

## ARTICLES AND SERVICES OBTAINABLE BY REQUISITION.

1. Provisions and fuel for the army; forage for horses, mules and cattle; straw for bedding for the troops in camp or billets.
2. Harness and transport of every description, including the necessary personnel.
3. Boats of all kinds on rivers, streams, lakes or canals.
4. Mills and ovens.
5. Materials, tools, machines and implements necessary for the making or repairing of routes of communication and for the execution of military works generally.
6. Guides, messengers, drivers, as well as workmen or artisans for works which have to be carried out by the different branches of the army.
7. The care of sick and wounded in private houses.
8. Articles of clothing, equipment, camping, harness, armament, bedding, medicines and materials for dressings for wounds.

This list seems capable of being extended almost indefinitely, as Article 3 of the Law of 1877, states "and all other objects and services the supply of which is necessitated by military requirements."

## THINGS NOT LIABLE TO BE REQUISITIONED.

The following are not considered as available supplies:

1. Provisions intended for the nourishment of a family and not exceeding a three-day supply.
2. Cereals or other provisions which are in an agricultural establishment not exceeding an eight-day supply.
3. Forage in the possession of a farmer not exceeding a fifteen-day supply for his cattle.
4. Milch cows or draught oxen.

BY COMMAND OF GENERAL PERSHING:

JAMES G. HARBORD,  
*Brigadier General,*  
*Chief of Staff.*

OFFICIAL:

BENJ. ALVORD,  
*Adjutant General.*

~~(FOR OFFICIAL USE ONLY)~~



GENERAL HEADQUARTERS  
AMERICAN EXPEDITIONARY FORCES.

GENERAL ORDERS, {  
No. 18. }

FRANCE, *January 31, 1918.*

INSTRUCTIONS AS TO  
BILLETING AND QUARTERING OF TROOPS,  
AND OTHER REQUISITIONS,  
IN FRANCE.

The right to military requisitions, including the right of billeting and quartering of troops, under the French laws, has been accorded to the American Expeditionary Forces, to be exercised in the same manner as by the French Army.

The whole question of military requisitions in France has been legalized and its procedure is governed by the law of July 3, 1877, the decree of August 2, 1877, and subsequent laws, decrees, judgments and Ministerial circulars.

The right to requisitions, granted to the American Expeditionary Forces, is given subject to the provisions of these laws and to certain limitations expressed in the grant, and the procedure set forth hereinafter has been framed in accordance therewith. These regulations should be strictly followed, as any departure therefrom, or disregard of regulations governing requisitions, constitutes an illegality.

The American Requisition Service is attached to the Line of Communications, A. E. F., and is operated under the orders of the C. G., L. of C.

1. There will be a Town Major (T. M.) or Acting Town Major (A. T. M.) in each village or commune in which troops are billeted. The T. M. is a subordinate of the L. of C. Sec. C. O. of the section of the L. of C. in which he operates. In case troops are to be billeted in a locality where there is no T. M. the C. O. ordering the troops to the locality will designate an officer as A. T. M., who will perform the hereinafter indicated duties of T. M. for the locality in preparation for and during the presence of the troops there. An A. T. M. will render the reports called for herein to the C. O. of the Sec. of the L. of C. concerned. Each T. M. will be provided with a staff consisting of one interpreter, one non-commissioned officer and one enlisted clerk.

2. The T. M. will call on the Mayor and establish friendly relations with the civil authorities and inhabitants. He will

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act as an intermediary between them and the commanding officer of troops occupying the village.

3. The T. M. will open and maintain an office which will be in operation prior to the arrival of troops.

4. The T. M. will arrange with the Mayor, through whom alone, according to law, billets may be obtained, for a list of the accommodations available. He will keep a complete and accurate list of all such accommodations, showing for each building or premises the capacity in officers, men, offices, store-rooms, animals and other needs to be anticipated, marking therein those which, in his opinion, are unfit for occupancy. He will provide a supply of rough maps of the village for the use of incoming troops.

5. When informed of the strength of incoming troops the T. M. will make detailed assignments in duplicate of all necessary accommodations. He will give the original to the officer representing the troops and retain the duplicate.

6. The T. M. will keep a record showing the number of billets and the organizations which occupy them at different periods. This is required in case of claims which are at times submitted long after the units have left the area.

7. The T. M. is responsible for the location and maintenance of suitable latrines, baths, water, washing and incinerating facilities. He will arrange for the disposal of refuse. He will arrange for fire protection and traffic regulation if necessary. He will communicate to the C. O. of troops the standing arrangements in these and similar matters, and call on him for co-operation and assistance in making them effective. He will establish directory signs at all points of the village where they will be advantageous.

8. The T. M. will see that building and premises available for troops are marked plainly with number of their designation and with the capacity, and in arranging billets will keep each unit together. As far as practicable a company will occupy both sides of a street, and the company officers will be billeted in the same block as the men.

#### INSTRUCTIONS FOR TROOPS.

9. Troops proceeding to an area for billeting will be preceded by at least one day by one officer per village to be occupied together with one N. C. O. from each company or similar unit. The officer will report to the T. M. the strength of the units he represents. He will be furnished by the T. M. with a written assignment to billets and a rough map of the village. The officer and his N. C. O.'s then visit the billets, arrange details of assignment, meet their units on arrival and conduct them to their billets.



10. Billets will not be changed without authority of the T. M. Troops will not occupy billets not assigned to them. Changes in the personnel of an organization which affect billeting will be at once reported to the T. M. The T. M. will be notified of the date of departure of troops.

11. As the damage or destruction of private property by troops is usually the basis for subsequent claims, troops will be cautioned in this regard. There must be no molestation of inhabitants, and no entering of private property except that assigned as billets. Fuel, grain, tools, etc., belonging to inhabitants and stored in billets must not be used without agreement with the owners. Standing crops must not be damaged. When property is in a damaged condition prior to its use by troops, this will be noted to prevent the subsequent allowance of improper claims.

12. Careful economy will be exercised in the use of fuel. No material should be destroyed which can be utilized by the inhabitants.

13. C. O.'s of units will co-operate with the T. M. in making effective standing arrangements in regard to police, water, bathing, washing, latrines, fire protection, refuse disposal, traffic regulations, and similar matters. Care will be taken to leave billets vacated in a clean and sanitary condition.

14. The T. M., upon request, will provide dining rooms and kitchens for officers' mess. Rental of dining room, kitchen and pantry will be paid by the Government at the rates prescribed in Par. 35. Services, supplies, kitchen and tableware will be covered by private agreement. In the case of officers' billets, the householders are usually willing to render the necessary personal services, by private agreement, for a small compensation, which should not exceed one franc per day.

#### 15. *Standing Orders.*

(a) All persons in the military service or attached thereto are prohibited from entering any billets which have not been allotted to them.

(b) Billets are not to be changed without the authority of the T. M.

(c) C. O.'s of units are responsible for the cleanliness and sanitary state of billets allotted to them and the roads in their areas, and will co-operate with the T. M. in carrying out police and sanitary regulations.

(d) Water is not to be drawn for drinking or cooking, except where authorized, and not to be used until sterilized.

(e) All refuse will be outside billets at the hour designated by the C. O. for collection.

(f) Rubbish or refuse will be buried in deep pits with at least two feet of earth over them.

(g) A guard will be established with a guardhouse, usually at the town hall, to preserve order, to see that orders are observed, and to give warning in case of fire or approach of hostile aircraft, etc.

(h) Urinal buckets will be outside the billets at night.

(i) No naked lights will be allowed in barns, outhouses, etc.

(j) Manure from picket lines will be placed in suitable localities clear of the village for use of the inhabitants.

(k) Both washing of person and of clothes are prohibited in the water troughs.

EXTRACT FROM THE FRENCH LAW.

16. The cantoning of troops, either for some duration of time or on the march, consists in locating the men, animals and materials in houses, establishments, buildings, stables, or under any kind of shelter belonging to private individuals, communes, departments, or to the State, without reserve as to the conditions of the accommodations allotted to soldiers of the different ranks, to animals and to material, but utilizing as may be necessary the available local resources, always under the condition that the owners or holders shall keep for themselves such accommodations as may be necessary. (See Par. 29.)

17. Whenever circumstances permit, the soldiers must be quartered in buildings belonging to the State, to the departments, to the communes, or to public establishments. Schools for girls must not be taken over. With regard to boys' schools, the parts actually used by the students must not be taken over, and, except in the face of absolute necessity, their occupation must not interfere with the school schedule. (Circular issued by the Ministry on March 24, 1893.)

18. Whenever the troops are quartered in public establishments no indenfication can be claimed, but the cost of heating, lighting and supplying water and various other household expenses must be reimbursed.

19. In the events of an insufficient number of public buildings, the troops are quartered or billeted among the inhabitants.

20. The French law provides that in principle the officers are billeted through the good offices of the Mayor of each town, who hands over "Billeting Permits" (billets de logement) in proportion to the available domiciles, and that officers can claim the right to be billeted, except, in the case where there are not enough beds. However, while the law requires "Billeting Permits," which should be presented to the householder by the person to whom assigned and taken up by the householder as a claim for payment, as a matter of practice "Billeting Permits" are customarily dispensed with and officers and men are billeted



directly by the T. M. In event a "Billeting Permit" should be required, the form usually employed will be found hereinafter marked "Appendix A."

21. If the town has not sufficient billeting accommodations for the officers, the latter are quartered as non-commissioned officers and soldiers.

22. Quarters for non-commissioned officers and for soldiers are provided in all available places, according to the data furnished by the Mayor (sheds, barns, unoccupied manufactories, etc.). The Mayor does not provide beds for the non-commissioned officers unless the number of beds in town is sufficient. Non-commissioned officers have no right to claim these beds. (Art. 26 of the Decree of August 2, 1877.)

23. Municipal authorities shall prepare a list of all quarters, establishments and stables available which the inhabitants can give for billeting or cantoning troops. This list will be communicated to the military authorities, and will not include public or private establishments previously requisitioned by military authorities and actually occupied by them.

24. In all cases where troops have to be billeted on the inhabitants, the day of their arrival will be communicated by the military to the municipal authorities.

25. The following persons will be exempted from affording billets in their dwellings:

- (a) The legal custodians of public funds, when such funds are deposited in their dwellings;
- (b) Widows and spinsters residing alone;
- (c) Female religious societies.

All these, however, are obliged to supply quarters with other inhabitants, with whom they will make the necessary arrangements to effect this object; or, in default, quarters will be provided by the municipal authority at the expense of the persons above mentioned.

26. In time of war, in the absence of the inmates of a house, only the Mayor can oblige its reopening. (Law of 1877, Article 13, No. 3.)

27. Except in the case where the Mayor, or his substitute, cannot be found, the officer has not the right to take over localities which have not first been designated by the municipal authorities.

28. In possession of "Billeting Permits" indorsed by the Mayor, and of the necessary information for quartering his men, the officer goes over the localities and assigns them to the officers and men. (See Par. 20.)

29. The inhabitants are never to be removed from the room and bed in which they are accustomed to sleep, but they cannot,

nevertheless, evade their obligations to find quarters, under the above pretext, as far as they may be able to do so.

30. The troops billeted or quartered among the inhabitants, or in localities used as domiciles, have a right to lighting and heating, as well as a supply of water. To the men billeted or quartered with an inhabitant this right to heating and lighting gives no further claim than that of warming themselves and using the light *in common with him*. Every time heating and lighting have been provided especially for the troops, as a consequence of peculiar circumstances, a separate indemnification will be made. Whenever troops are quartered in localities not used as domiciles, they have no right to heating and lighting. In this case, independently of the indemnification of 5 centimes per head, the cost of all lighting, heating and supplying water and various other household expenses must be reimbursed to the inmate of the house.

#### IDENTIFICATION AND METHOD OF PAYMENT.

31. The quartering of troops gives a right to compensation, which is determined by Article 33 of the decree of August 2, 1877, on the following scale:

32. *Officers.* 1 fr. per night for each officer provided with a bed. The bed must be an ordinary or folding one, with at least a box mattress (or paille), a mattress, bolster (or pillow), sheets and one or more blankets. In addition, there must be a minimum of 12 cubic meters of air space. If these conditions are not fulfilled, the rate will be that prescribed for an N. C. O. or soldier. Fire and lights are to be used in common with the householder. If a bed is not provided, the rate for a soldier's billet applies. (Circular from Minister of War, December 8, 1916.)

33. *N. C. O.'s and Soldiers.* 20 centimes per night for each N. C. O. or soldier provided with a bed, this being construed, in the case of the latter, as satisfactory when there is a mattress and blanket for each two men. 5 centimes per night for each soldier provided only with shelter.

34. *Animals.* 5 centimes per night for each animal, if in good closed accommodations, with mangers and racks. If these are not provided, the animal will be considered as picketed, even though in stables. Free if in open sheds, roofed yards, or picketed in open fields. The inhabitants are entitled to the manure.

35. *Rooms for Officers' Mess.* It is customary, whenever possible to resort to a friendly understanding for obtaining an officers' mess. When no such understanding can be arrived at, Circular No. 10.047 1-5 of December 1st, 1915, authorizes the requisition of localities at the following tariffs: 1 fr. a room and 50 centimes for each kitchen and pantry.



36. Any accommodations needed other than that covered by the foregoing rates must be covered by special agreement authorized by the competent commander.

37. At the end of each calendar month, and at the end of the period of occupancy, each T. M. will prepare a *Billeting Distribution List* and a *Billeting Certificate*. (For forms, see Appendix B.)

38. *Billeting Distribution List.* This will be prepared in triplicate and each copy signed by the T. M., the original and duplicates of which should be signed and stamped by the Mayor, or his representative, as evidence that he accepts on behalf of the commune the total certified as being the correct amount due. The original of this B. D. L. should go to the appropriate C. O. of the L. of C. station for settlement by his Q. M., one copy to the Mayor and one for file. It is intended to supply the village authorities with the information necessary to distribute the amount covered by the billeting certificate, and should show the amount due each householder for any accommodations furnished at the fixed rate previously specified.

39. *Billeting Certificate.* This will be prepared in triplicate, and the three copies signed by the T. M. and the Mayor, and stamped by the latter with the village seal. The original is left with the Mayor, together with a copy of the B. D. L. One copy is for file. On no account will the organization for which the certificate is rendered be entered on the original, which is handed to the Mayor, but this information will be entered only on the third copy, which should be forwarded to the appropriate C. O. of the L. of C. section for settlement by his Q. M.

40. The C. O. of the appropriate L. of C. section will be furnished with certified copies of all special agreements for accommodations, and will also be furnished with a report from the T. M., covering accommodations occupied through requisition, stating the amounts to be paid under such requisitions.

41. The "Etats de Cantonment," if required, are to be prepared by the mayors in triplicate, mentioning the "Armée Américaine," and sent by the mayors to the military "Sous-Intendants" of the district.

42. In no case whatsoever will the indemnification for billeting or quartering of troops be paid directly to the inmates, nor to the Mayor of the commune.

43. In each commune the only person entitled to receive the indemnification for quartering and billeting is the "Receveur Municipal," who will be paid by the Q. M. of the L. of C. Section.

44. The funds are paid by the Q. M. of the L. of C. Section to the "Receveur Municipal," who makes the proper division according to the data obtained from the list of names given in the Billeting Distribution.

45. The rules hereinbefore specified in Pars. 30, 31, 32, 33 and 34 are to be applied in practice in every case where the double condition is fulfilled, i. e.:

First—Life in common with the inhabitant;

Second—Short stay of the occupants (not exceeding fifteen days.)

But in other cases where, for example, the complete use of the house is required, or a stay of more than fifteen days is contemplated, these tariffs, according to the law of 1877, no longer express "the representative compensation for the value of the accommodation." In such cases during the course of occupancy the T. M., acting in conjunction with the "Service de l'Intendance," endeavors to make leases with the inhabitants, according to the conditions specified by the circular of March 3, 1915—the price being determined by the renting value of the building occupied.

If no agreement can be reached on the subject of indemnification for its use, the T. M. should, in conjunction with the "Service de l'Intendance," resort to the usual procedure laid down by the law on requisitions to determine the rent.

The inhabitant should no longer be compensated according to the pre-established tariffs, but according to the ordinary conditions specified by Article 25 of the law, i. e., when a price has been requested by the occupant, and an examination by the departmental commission has taken place, and the decision of the "Sous-Intendant" has been reached. (Article 30 of the Decree.)

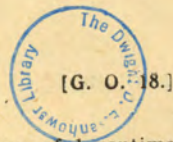
It is taken for granted that the military authorities will not requisition more than that part of the building necessary for the use of their troops.

46. Circular No. 33, 1,555, issued by the Ministry on February 29, 1916, provides that requisition *must* be made, but it is generally desirable, in the event of a stay of troops of more than 15 days, for the T. M. to arrange by private agreements as provided in Par. 45, for the amount to be paid to all inhabitants furnishing accommodations. In event this cannot be arranged amicably, and the amount paid under the provisions of law is unsatisfactory, then only should requisition be resorted to.

#### LOCALITIES REQUISITIONED FOR OFFICE PURPOSES.

47. The taking over of buildings necessary for office purposes is carried through by private agreement, or by requisition.

48. In the lack of a scale of indemnities being determined by law, the instructions issued by the Ministry on March 3, 1915, indicates in this case the total sum of 20 centimes a day



per heated room, and for other localities the sum of 1 centime for every square meter occupied. The above tariff is not provided by law, but is offered merely as a suggestion. In practice it often happens that the scale of indemnities is paid on a higher scale, especially when such rooms are furnished, as they can be used as officers' billets. In such an hypothesis, the tariff applied is one of a franc a day.

49. It is only in exceptional cases, where it is impossible to obtain amicably rooms for officers, that it may become necessary to requisition them. In this case the T. M., before taking possession of the localities necessary, should come to an understanding with the French military authorities attached to the American Army.

50. During the course of occupation, the T. M., in accord with the local "Service de l'Intendance Francaise," endeavors to come to terms with the owner, according to the conditions specified by the circular of February 29, 1916, above mentioned.

#### DAMAGES.

51. If any damage has been caused to the inmate's house or property, the inmate should endeavor, if possible, to put in his complaint while the troops are still on the ground. He should make his complaint in writing and should present it to the Mayor. The latter signs and puts his seal on it and enters it in a registry kept for that purpose. He then refers it to the commanding officer of the responsible unit. The Mayor and the commanding officer, or his representative, should then investigate the claim and join in the preparation of a joint official report, in duplicate, setting forth the details of such damage. The report should always contain an estimate of the amount of the damage done and also an expression of opinion as to responsibility. It should be signed by both the Mayor and the officer, and one copy should be retained by the commanding officer and the other by the Mayor. If the claim is not paid immediately, the complaint, together with a certified copy of the joint report, should be forwarded direct to the L. of G. Sec. C. O.

52. The claimant can put in his claim after the troops have gone, but in this case he should place it in the hands of the officer left behind to receive such complaints (within less than 12 hours of the departure of the troops). In the absence of this officer, the claim should be submitted to the Mayor, who makes an entry in the registry hereinbefore mentioned, and investigates and makes a report thereon. The claim, together with the Mayor's report of investigation, should be forwarded direct to the L. of C. Sec. C. O.

#### REQUISITIONS.

53. The right to military requisitions in France signifies the right of the military authorities to demand of the people of

France supplies, materials, services, labor, etc. (See Appendix C, hereof.)

54. The right of requisition was granted to the American Expeditionary Forces with the following reservations:

REQUISITIONS IN THE FRENCH ZONE OF THE ARMIES.

55. According to the principle of the French law the right of requisition is accorded to general officers commanding troops. These officers are allowed to delegate that right under the conditions mentioned in Par. 70 below.

56. These officers will be furnished with stub books of requisition orders signed by the Chief of the French Military Mission attached to the American Army.

57. These orders can be used normally for lodging and cantoning troops, it being understood that, in accordance with the French law, these requisitions will be made through the municipalities.

58. Their use for other purposes will be limited necessarily to urgent cases (the immediate needs of small units or small detachments arising unexpectedly, the accidental delay of provision trains, the destruction of supplies by action of war).

59. Outside of these urgent cases these requisitions should be requested of the Chief of the French Military Mission attached to the American Army, who will execute them through liaison officers or local French authorities.

60. In exceptional cases, where the C. O. of a detachment has an urgent need but has no stub book or requisition orders, he will deliver a written order, a copy of which he will send to the Chief of the French Mission attached to the American Army (analogously with the provisions of Articles 8 and 9 of the Decree of August 2, 1877), in addition to the two copies provided for in Par. 75 hereof.

61. For all requisitions for the benefit of the American troops, a receipt should be given. These receipts will, except in impossible cases, be detached from the stub book and delivered through the Chief of the French Mission, and marked in large characters "F. E. A." (French abbreviation for A. E. F.)

REQUISITIONS IN THE FRENCH ZONE OF THE INTERIOR.

62. At the outset, the material and supplies needed by the A. E. F. which they cannot obtain should be requested of the French authorities, through the Chief of the French Military Mission.

63. When these means are not used, the American authorities should negotiate for direct purchase or rent by private contract.

64. It is only when these means cannot be used that recourse should be had to requisition, and the latter, except in the cases indicated in Par. 65, should be exercised only through the

French authorities. Receipts will be given by the American units, or services, in the form indicated above for the requisitions in the French Zone of the Armies.

65. In exceptional cases, lodging and cantonment, as well as urgent medical care, can be requisitioned directly. The delivery of the orders and receipt will apply in the same manner as mentioned regarding the French Zone of the Armies.

66. The terrain and real estate necessary for the American troops can not be occupied without the authorization of the Minister of War, "Direction du Génie," requested through the Chief of the French Military Mission. It will be the same for the utilization of standing timber.

GENERAL PROVISIONS.

67. In a general way, the French laws and regulations relative to the use of requisitions will apply to requisitions for the benefit of the American troops. With this reservation the American forces will themselves prepare the requisition and all required transactions.

68. With regard to the rule for indemnities, the information furnished by the Chief of the French Military Mission will be followed. Should it be deemed necessary, the matter will, through the C. G., L. of C., be referred to the Minister of War.

69. In case of refusal by the owners of the indemnities offered, it being impossible for them to sue the United States, it is understood that the French Government will be substituted to defend, and will settle the judgment. The reimbursement of these indemnities by the United States will be the subject of a diplomatic agreement.

70. The French law provides that the Commanding Generals of armies, army corps and troops having a special mission have the full right of requisition. They can delegate the right of requisition to Fonctionnaires de l'Intendance and officers commanding detachments.

71. In the French Army, in practice, the right of requisition is exercised by the Chiefs of Staff of the large units, or by the "Sous-Intendants." In addition to the division commanders of large units, the C. G., L. of C., and the various L. of C. Sec. C. O.'s will also be provided with a book of orders and requisition receipts, and as a matter of precaution and for emergency cases the colonel of each regiment will be similarly supplied.

72. The exercise of the right of requisition is an extraordinary proceeding and should not be resorted to by officers of the A. E. F. except in cases of necessity, and then through the medium of the French liaison officers, or, in their absence, through the commune authorities. In the absence of both such authorities, in cases of exceptional emergency, the right may

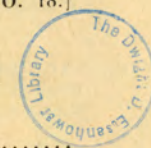
be exercised direct. An effort should be made to obtain the necessary supplies, services or materials through private agreement before resorting to requisitions.

73. The order of requisition should be in writing and signed. In order to conform to the French regulations and make requisitioning as simple as possible, the official "order of requisition" and the official "requisition receipt" will be used. However, as soon as an officer has given a written and signed demand for supplies or materials, even though such demand is made on a scrap of paper, the goods have been requisitioned. The name and rank of the officer and name of the French interpreter should be signed in a legible manner to all such requisitions.

74. All such requisitions should, as a rule, be carried out by proper Q. M. D. officers (usually L. of C.) acting under instructions of their immediate commanders. When in special cases this is impossible, the officer making the requisition will immediately communicate full details to the next higher authority.

75. The original "order of requisition," signed by the officer and stating his rank and the name of the French interpreter, is to be handed to the Mayor, who should be instructed to forward it immediately, together with the claimant's certified bill, to the L. of C. Sec. C. O. This original "order of requisition" should give such description of the goods requisitioned as will enable the proper Q. M. to assess their value; but will under no circumstances give the unit for which the goods were requisitioned, or any indication of price. A copy of this "order of requisition," not on the official form, will be dispatched immediately to the L. of C. Sec. C. O. and will give, in addition to the requisitioning officer's signature and rank, the unit or detachment for which the goods were requisitioned and any further detail which might be helpful to arrive at a just settlement. The officer receiving supplies through requisition should give a receipt on the official form, which receipt should be delivered, through the French liaison officer, to the Mayor. The Mayor should forward this original receipt at once to the L. of C. Sec. C. O. The officer giving such receipt should immediately dispatch a copy thereof not on an official form to the L. of C. Sec. C. O.

"APPENDIX A."  
REQUISITIONS MILITAIRES.  
BILLET DE LOGEMENT.



MAIRIE d.....  
M .....  
demeurant Rue.....  
ou celui qui occupé actuellement son habitation, logera pour  
..... jour:  
.....Officiers.  
.....Sous-officiers. Le ..... 191  
.....Soldats. Le Maire.  
.....Chevaux.

Le present billet doit rester entre les mains de celui qui aura fourni le logement; il ne devra, dan aucun cas, être rendu au militaire.

Loi du 3 juillet 1877, ART. 15. En cas de passage de cantonnement en logement des troupes, l'habitant aura droit a une indemnité lorsqu'il aura logé les militaires pendant plus de trois nuits dans le même mois.

ART. 16—En toutes circonstances, les troupes auront droit, chez l'habitant, au feu et à la chandelle.

Décret du 2 août 1877, ART. 12. Lorsque les troupes sont logées chez l'habitant et que celui-ci est requis de leur fournir la nourriture, il ne peut être exigé une nourriture supérieure à l'ordinaire de l'individu requis.

TRANSLATION.

This paper should be left with the householder and must not be returned to the troops.

Law of July 3, 1877, ART. 15. In case troops pass through, are cantoned or billeted, the householder will receive payment when furnishing accommodations for more than three nights in the same month.

ART. 16. In all cases the troops have a right to fire and light in common with the inhabitants.

Decree of August 2, 1877, ART. 12. When troops are billeted and the inhabitants are required to feed them, such food need be no better than that ordinarily used by the inhabitants.

DUPLICATE

BACK

"APPENDIX B."

INSTRUCTIONS TO THE CERTIFYING OFFICER.

To be made out in triplicate and forwarded at the end of each month.

ORIGINAL to be sent to the L. of C. Sec. C. O.

DUPLICATE to be handed to Mayor or his representative at the Mairie.

TRIPLICATE to be retained.

ON THE DUPLICATE: Signature and rank of officer, and name of the French interpreter only (legibly written).

ON THE ORIGINAL: Write initials, name, rank and organization, including exact description of the organization for which certificate is rendered.

The name of the village or commune and the department must be written in BLOCK LETTERS.

BILLETING DISTRIBUTION LIST.

To accompany original of billeting certificate and to be forwarded to the L. of C. Sec. C. O.

Commune .....

Name of Householder.	Period.		Amount Due to Each Individual.	
	From.	To.	Frs.	Cts.
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
.....	.....	.....	.....	.....
Total.....	.....	.....	.....	.....

Certified correct and just, and that the prescribed rates have not been exceeded.

.....

Rank.....

Town Major.

.....

(Seal of the Commune)

Le Maire.

INSTRUCTIONS.

1. This form must bear no name of organization and no indication other than the name of the commune, householder, individual amount due, period, total, and the signature of the Town Major.



2. This form is intended for the use of the communal authorities to assist in the distribution of the total amount certified in the duplicate Billeting Certificate, to which it is attached, and also for the use of the L. of C. Sec. C. O.

3. It does not give authority for payment.

4. It should be prepared in triplicate, the original for the L. of C. Sec. C. O., one copy for the Mayor and one for file.

ORIGINAL

FACE

BILLETING CERTIFICATE.

Certified that the sum of Francs (in figures).....  
 ..... (in writing).....  
 is actually owing to the commune of.....  
 Department of..... for occupation of Billets  
 up to and including.....  
 Signed..... Signed.....  
 (Rank.) The Mayor.

Stamp of Commune.

No other details to be given on the original of this form, which is to be handed to the Mayor; but on the third copy, which should be forwarded to the L. of C. Sec. C. O., the name of the organization for which the certificate is rendered should be given.

ORIGINAL

BACK

INSTRUCTION POUR LE MAIRE.

La signature du Maire doit être apposer sur exemplaire, ainsi que le cachet de la Mairie.

Le Maire conserve l'original.

Il établit ensuite un Etat des Cantonnements fournis et envoie:

- 1° le Billeting Certificate.
- 2° Je Distribution List.
- 3° l'Etat des Cantonnements fournis au Sous-Intendant Militaire de la Région territoriale.

TRADUCTION.

Certifie que la somme de francs (en chiffres).....  
 ..... (somme en toutes lettres).....  
 est bien due a la Commune de.....  
 Département d.....  
 pour logement et cantonnement jusqu'au.....

Signature du Maire.....

Signature de l'Officier.....

Cachet Officiel de la Commune.