

FORMS.

No. 1.

Appointment of Health Officer.

Resolved, That, M. D., be, and he hereby is, appointed health officer for the of, N. Y., for the term beginning, 190..

or,

We, the undersigned, constituting the board of health of the of, N. Y., do hereby appoint, M. D., to be health officer of said for the term beginning, 190..

Dated at, N. Y., the day of, 190..

.....,
.....,
.....,
.....,
.....,

Board of Health.

NOTE.— This form may be adopted for the appointment of counsel, registering officer, and other appointees. If the first form is used it must be entered in the minutes by the secretary; if the latter is used, it should be placed on file and the substance entered in the minutes.

No. 2.

Oath of Office.

STATE OF NEW YORK, }
County of, } ss.:

I do solemnly swear (or affirm) that I will support the constitution of the United States and the constitution of the state of New York, and that I will faithfully discharge the duties of the office of health officer (or otherwise, *as the case may be*), of the of, to the best of my ability; and I do further solemnly swear (or affirm) that I have not directly or indirectly paid, offered

or promised to pay, contributed, or offered or promised to contribute any money or other valuable thing as a consideration or reward for the giving or withholding a vote at the election at which I was elected to said office and have not made any promise to influence the giving or withholding any such vote.

Subscribed and sworn to before me, this }
 day of, 190.. }

No. 3.

Certificate of Appointment of Health Officer.

..... Co., N. Y.
, 190..

To the Civil Service Commission, Albany, N. Y.:

Under the provisions of the civil service rules * hereby name, M. D., of as health officer of the† of

And it is hereby certified that in the judgment of the said‡ the person above named, is free from any physical defect or disease that would be likely to interfere with the discharge of duties as a health officer; that he has been a practicing physician of not less than five years' reputable standing, and that his character is such as would qualify him for the civil service of the state of New York, and that his compensation will not exceed in a one year the sum of \$300.

Dr.'s post-office address is
,
Secretary.

STATE DEPARTMENT OF HEALTH,
 Albany,, 190..

I hereby certify that the nomination (or selection) of, M. D., as a health officer, under the provisions of the statutes of this state relative to the public health, is approved by this department.

.....,
Commissioner of Health.

* Here enter title of the board, department, etc., in which is vested by law the appointment of a health officer.

† "City," "town," or "village," as the case may be.

‡ "Board," "department," etc., as the case may be.

No. 4.

Notice of Membership of Board of Health.

To the State Department of Health, Albany, N. Y.:

Notice is hereby given that the board of health of the of, the county of, N. Y., consists of the following members, viz.: (*here give names*); that was elected president, and was elected secretary of said board, and that was appointed as registering officer for said

Dated at, N. Y.,, 190..

.....,

Secretary of Board of Health.

No. 5.

Resolution for Subpœna.

WHEREAS, It appears necessary for the proper examination of the complaint made against, as the maintainer of a nuisance (or, *as the case may be*), to procure the attendance of witnesses.

Resolved, That subpœnas be issued for such witnesses as may be necessary, and that, a member of this board, be, and he hereby is, designated to sign such subpœna.

No. 6.

Subpœna.

The People of the State of New York:

To, Greeting:

You are hereby commanded to appear in your own proper person before the board of health of the of, N. Y., at, in the said, on the day of, 190., at o'clock in thenoon, then and there to testify concerning the matter contained in charge pending against for a violation of the orders, rules and regulations of said board of health, and the laws of the state of New York. Hereof fail not, under the penalty of the law.

By order of the board of health of the of, N. Y.

Dated,, 190..

.....,

Designated Member of Board of Health.

No. 7.

Complaint of a Nuisance.

To the Board of Health of the of, N. Y.:

Notice is hereby given, that premises owned (or occupied) by in said, at (*give street and number if in city or village*), are in a condition injurious to health by reason of (*here state conditions*), and I hereby complain of the same as a nuisance.

Dated,, 190..

.....

No. 8.

Reference of Complaint of Nuisance.*

On, street No.
 Kind
 Owner
 Address
 Agent
 Address
 Tenant
 Address
 Complainant
 Address
 Referred to
 Returned with report, 190..

No. 9.

Report of Health Officer or Inspector.

To the Board of Health of the of, N. Y.:

GENTLEMEN.—I hereby report that, having received the complaint against the premises owned or occupied by, I examined the same on the day of, 190., and found (*here state conditions*), and I recommend prompt action thereon.

Dated,, 190..

.....

Health Officer.

* To be delivered to health officer or inspector and returned with his report, with all blanks filled.

No. 10.

Notice to Owner or Occupant.

....., N. Y.,, 190..

To

Complaint having been made to the board of health, that the premises owned or occupied by you (designate by street and number if possible), are in a condition injurious to health, by reason of (here state conditions). And having caused the said premises to be examined, and finding good and sufficient cause for said complaint, you are hereby notified and required to abate and remove such nuisance within days from the service of this notice upon you, or in default thereof the penalty of the law will be enforced against you.

By order of the board of health.

.....

Health Officer.

No. 11.

Citation and Notice of Hearing.

Before the board of health of the of, N. Y.

In the matter of the complaint against premises owned or occupied by

To, owner or occupant:

Notice is hereby given that a hearing upon the above-mentioned complaint will be given by the board of health of the of, N. Y., at on the day of, 190., at o'clock in the noon; and you are hereby cited to be and appear before said board, to show cause why said premises should not be condemned as a nuisance and menace to public health, and such nuisance abated as provided by the Public Health Law.

Dated,, 190..

By order of the board.

.....

Secretary.

No. 12.

Affidavit of Service of Notice or Citation.

STATE OF NEW YORK, }
 COUNTY OF } ss.:
 of

....., being duly sworn says that he is over twenty one years of age; that deponent served the annexed notice (*or citation*) upon at his place of residence (*or business*), No. street, in the of, N. Y., on the day of, 190., by delivering to and leaving with said a copy of said; [or by mailing a copy of said notice (*or citation*) to said, and posting a copy thereof on the premises referred to in said]; and deponent knew the person so served to be the same person mentioned and described in said notice (*or citation*) as the owner (*or occupant*) of the premises referred to.

Sworn to before me this }
 day of, 190.. }

.....

No. 13.

Resolution and Final Order After Hearing.

Complaint having been made to this board that a nuisance injurious to health exists upon premises owned or occupied by, at, and the said, having failed to abate the same upon notice, and the said having been cited to show cause why said premises or the thereon should not be condemned as a nuisance and menace to public health and such nuisance abated as provided by the Public Health Law; and said having appeared (*or failed to appear*); now, upon proof of the facts showing the existence of such nuisance, no sufficient proof to the contrary being shown, it is ordered and

Resolved, That the said upon premises so owned or occupied by, at, as aforesaid, be and the same hereby is condemned as a nuisance and that said nuisance be abated at the expense of said, unless the same be suppressed or removed by him within days from the service of a copy hereof, and that action be brought for penalties incurred.

No. 14.

Information for Warrant.

To the Board of Health of the of, N. Y.:

....., being duly sworn, deposes and says that he is health officer of said; that on the day of, 190., at, within said (*city, town or village*), one wrongfully and unlawfully interfered with this deponent in the discharge of his duties as health officer by (*here state specific act*), or said wrongfully and unlawfully resisted and defied the lawful order of the board of health by (*here state the act*). He therefore prays that a warrant may be issued to apprehend and remove him, the said, and that he may be otherwise dealt with as provided by law.

Subscribed and sworn to before me, this
 day of, 190..

.....

No. 15.

Resolution Directing Warrant to Issue.

(Public Health Law, § 21.)

WHEREAS, Information under oath has been laid before this board of health, that resistance to the lawful mandate of this board (*or as the case may be*) has been made and accusing one thereof,

Resolved, That a warrant be issued for the apprehension and removal of the said; that said warrant be signed by the president and secretary of this board, and delivered to the proper officer for service.

No. 16.

Warrant.

In the name of the People of the State of New York.

To the Sheriff of the County of, or to any Constable of the Town of[or Policeman of the (city or village) of]:

Information having this day been laid before the board of health of the of, in the county of, that

resistance to the lawful mandate of said board of health (*or as the case may be*) has been made and accusing one thereof,

You are therefore commanded, pursuant to the provisions of section 21 of the Public Health Law, forthwith to apprehend and remove the said from the premises where such resistance is made (*or as the case may be*) and bring him before said board of health to be dealt with according to law.

By order of the board of health of the of, in the county of, New York.

Dated at said the day of, 190..

.....,

President.

.....,

Secretary.

Nos. 17, 18, 19, 20.

(Birth, marriage, and death certificates and monthly return cards are furnished free by the State Department of Health. As no certificates will be accepted by the State Department except upon the blanks furnished by it, those forms are omitted here.—ED.)

No. 21.

Return of Given Name of Infant.

BOARD OF HEALTH OF.....

Return of the Given-Name of an Infant that was born at..... on the day of, 190..

[Name in full.]

[Parents' Names.]

Signed by

.....

Fill out this card, attest, and send it to the Registry Clerk as soon as the child is named.

No. 22.

Return of a Still-Birth.

N. B.—No Remains of the dead-born should be interred, or disposed of in any other manner, without a Permit therefor having been obtained from this Bureau, such permit to be granted upon the presentation of the proper Certificate.

RETURN OF A STILL-BIRTH

In the of
 County of, N. Y.

The death of an infant that has breathed must not be returned as a still-birth; such deaths should be certified in the usual manner, after returning the birth-record.

- Name of Mother,
- Name of Father,
- Place of Birth,
- Residence of Mother,
- Period of Utero-gestation,
- Date of this Birth,
- Sex,; Color,
- Nativity of Mother,; of Father,
- Cause of Dead-Birth (if known),
- Residence of Medical Attendant,
- Signature of person making this return,
- Residence of person making this return,
- Date,, 19..
- Undertaker,
- Place of Burial,

No. 23. Burial Permit.
(Public Health Law, § 23.)

Form 5

STATE OF NEW YORK.

BURIAL PERMIT.

{ Name of Town
(Village) and County. }

.....(Dated),.....190 .

*The certificate of Death having been furnished to me, as re-
quired by the Laws of this State, permission is hereby given
for the Burial of.....Age.....
(City or Township)*

*who died at..... in the County of
on.....190 ; the cause of death being*

Place of Burial.....

*Undertaker or person }
in charge of Burial, } (Signed by).....
Residence..... (Official title.)*

This "Stub" to be kept by
person issuing permit.

BURIAL PERMIT.

1. Name of Deceased.....
-Age,.....
2. Place of Burial.....
-
3. Date and Place of Death.....
-
4. Cause of Death.....
-
5. Certified by
-M. D.
6. Undertaker.....

(Indorsement.)
Burial Permit.

- Name of Deceased,
- Date of Death,
- Cause of Death,
-
- In the Town (Village) City of
County of.....

NOTE.—This permit is only to be issued for a burial within the county where the death takes place, and is to be kept by the cemetery keeper where the body is buried. It is to be issued on the filing of a death certificate, certified to as required by Section 23 of Chapter 661, Laws of 1898.

NOTE.—Burial Permits, and all Blanks are to be procured of Town and Village Clerks, and Boards of Health, for the Registry of Births, Marriages, Deaths and Burials.

This Permit must accompany the body to its Burial.

No. 24.

(The form for transit permit is prescribed by the State Department of Health, *but are not furnished by it*. As the size and color of paper for a transit permit are also prescribed, the form is omitted here. They may be procured from publishers of blanks.— Ed.)

No. 25.

Notice of Sale.

(Public Health Law, § 27.)

Whereas, On the day of, 190.., judgment was recovered in Court, in favor of the (town, village or city) of, in the County of, New York, and against for the sum of dollars and cents, being the amount of the expense of removal or abatement of a nuisance theretofore existing upon premises owned or occupied by said, together with the costs of said action, and which said judgment was duly docketed in the office of the clerk of the county of, on the day of, 190.., and

Whereas, An execution duly issued upon said judgment has been returned wholly (or partly) unsatisfied and there still remains due and unpaid upon said judgment the sum of dollars and cents (\$.....), with interest thereon from the day of, 190.., and

Whereas, Pursuant to the provisions of section twenty-seven of the "Public Health Law," the said judgment and the amount due thereon is a first lien upon the premises so owned or occupied by said, described as follows: (here insert description of premises).

Now, therefore, notice is hereby given, that on the day of, 190.., at o'clock in thenoon, at the, in the of, County of, New York, and in pursuance of the provisions of the statute in such case made and provided, the lien of the judgment aforesaid will be satisfied and foreclosed by a sale of the premises hereinabove described, to the person offering to take the same for the shortest period of time, paying the amount unpaid on said judgment and interest and the expenses of this notice and sale.

Dated at, the of, 190..

By order of the Board of Health of the of

By, Secretary.

....., Attorney.
, N. Y.

No. 26.

Affidavit of Publication of Notice of Sale.

(Public Health Law, § 27.)

STATE OF NEW YORK, }
 COUNTY OF, } ss.:

....., of the of, County of and State of New York, being duly sworn, deposes and says, that he is, and during the time of the publication of the notice hereinafter mentioned, was the, a public newspaper printed and published in the of, County of, N. Y. Deponent further says, that the notice of sale, of which a printed copy is hereto annexed, was published in said newspaper at least once in each of the twelve weeks immediately preceding the day of sale specified in said notice of sale; said publication having been commenced on the day of, 190., and ending on the day of, 190..

Subscribed and sworn to before me, this }
 day of, 190.. }

.....

No. 27.

Affidavit of Service of Notice of Sale.

(Public Health Law, § 27.)

STATE OF NEW YORK, }
 COUNTY OF, } ss.:

....., being duly sworn, deposes and says, that he resides at, N. Y.; that at the times and places hereinafter stated he served the annexed printed notice of sale upon the following-named persons, to wit:

On, at, N. Y., on the day of, 190..

On, at, N. Y., on the day of, 190..

by delivering to and leaving with each of said persons above named a true copy thereof.

Subscribed and sworn to before me, this }
..... day of, 190.. }

(If service is by mail use this form.)

STATE OF NEW YORK, }
..... COUNTY OF, } ss.:

....., being duly sworn, deposes and says, that he resides at, N. Y.; that on the day of, 190., he served a copy of the annexed printed notice of sale upon each of the persons named in the following schedule, by enclosing the same in a post-paid, securely sealed envelope and directing such envelopes, each containing such notice, severally to the several persons next hereinafter named, and at and to the post-office set opposite their names, respectively, as hereinafter stated, and depositing the same and each and every of them, so enclosed, directed and post-paid, in the post-office at, N. Y., between which and the several post-offices to which said notices were directed, there was regular daily (or otherwise) communication by mail; that the names of the persons and the directions of said notices to them were respectively as follows, viz.:

J..... D....., No. E..... street, Albany, N. Y.
R..... B....., Waterford, N. Y., etc.

Subscribed and sworn to before me, this }
.... day of, 190.. }

No. 28.

Certificate of Sale.

(Public Health Law, § 27.)

We, the undersigned, president and secretary of the Board of Health of the of, County of and State of New York, do hereby certify that in pursuance of the notice of sale hereto annexed and of the provisions of section

twenty-seven of the "Public Health Law" of the State of New York, the premises described in said notice were offered for sale on the day of, 190., at o'clock in thenoon, as in said notice stated. That at said sale the said premises were sold to, of the of, County of, N. Y., for the term of from the time he shall have acquired possession thereof under this sale; he, the said, being the person offering to take said premises for the shortest period of time and paying the amount unpaid upon the judgment mentioned in said notice of sale with interest and the expenses of sale.

We further certify that such sale was in the daytime and fairly and legally conducted, and that the term for which said premises were sold was the shortest time offered by any person at said sale.

Witness our hands and seals, this day of, 190.,
, President [L. S.]
, Secretary [L. S.]

STATE OF NEW YORK, }
 COUNTY OF, } ss.:

On this day of, 190., before me personally came and, to me known to be, respectively, the president and secretary of the Board of Health of the of, in the County of, New York, and the persons who executed the foregoing certificate of sale and severally duly acknowledged that they executed the same.

.....

No. 29.

Affidavit under Labor Law.

DEPARTMENT OF HEALTH.

STATE OF NEW YORK, }
 COUNTY OF, } ss.:
 (town or city) of, }

....., being duly sworn, says that .he is the father, mother, guardian, duly appointed person having legal custody and control of, an infant; that said infant is aged years, and was

born at, in the State of, on the day of, 190..

That deponent makes this affidavit for the purposes mentioned in section 2, of chapter 409, of the Laws of 1886, as amended by chapter 991, of the Laws of 1896, and section 3, of chapter 384, of the Laws of 1896, and by articles VI and XI, of chapter 415, of the Laws of 1897, regulating the employment of women and children in manufacturing and mercantile establishments.

Subscribed and sworn this day of }
, 190., before me. }

.....

Sec. 71. "No fee shall be demanded or received for administering an oath as required by this section."—Extract from chapter 415, Laws of 1897.



No. 30.

Certificate of Principal or Teacher under Labor Law.

DEPARTMENT OF HEALTH.

....., N. Y.,, 190..

To the Health Officer,, N. Y.:

THIS IS TO CERTIFY, That has regularly attended (school), in which reading, spelling, writing, arithmetic, English grammar, and geography are taught, for a period equal to one school year, during the year previous to arriving at the age of years and is able to read and write simple sentences in the English language.

.....,

..... School.

"The principal or chief executive officer of a school, or teacher elsewhere than at a school, shall furnish, upon demand, to a child who has attended at such school or been instructed by such teacher a certificate stating the school attendance of such child."—Extract from § 73, art. VI, ch. 415, Laws 1897.

No. 31.

Certificate of Health Officer under Labor Law.

DEPARTMENT OF HEALTH.

....., N. Y.,, 190..

THIS IS TO CERTIFY, That, residing at No. street, in the of, N. Y., was born in on, 190.., and is years of age.

That is feet inches in height and weighs pounds, has hair and eyes.

.....
.....
.....

That in my opinion is upwards of fourteen years of age, and is physically able to perform the work required of in the employ of

.....

.....,

Health Officer.