

EMPLOYER'S REPORT

Carl J. Hammerberg No. _____

The above has worked *22* days during the month. He is _____ industrious; work is _____ satisfactory.

His statement in regard to wages, expenditures, cash on hand, and amount due him is _____ correct.

State in general way how he has conducted himself during the month:
OK

Is he cheerful? *Yes*

Is he apparently contented? *Yes*

Do you think it would be well for our State Agent to visit him or inquire concerning his conduct? *Not necessary*

Dated *Mar 20* 192*3*

H. M. [Signature]
Employee

Persons on parole from the Minnesota State Reformatory are not permitted to drink intoxicants, smoke cigarettes, loaf, stay out at night, use profane or obscene language, visit saloons, billard or pool rooms, associate with doubtful or objectionable company, use any unnecessary drug or in any wise violate any law of the state.

Employers are requested and expected to promptly report any misconduct, or suspicion of misconduct, to the Superintendent or the State Agent, using the wire when deemed prudent, at our expense. Paroled inmates are subject to their employers and are required to be obedient, respectful, truthful and diligent. If they fail in any of these regards we wish to know it at once.

When it is possible board and room must be paid in advance, and receipt sent with report.

When living with their employer, they must not go away from home, at any time and particularly at night, without first stating where they are going, for what purpose, and when they expect to return. As to such questions, they must correctly and politely answer all questions asked.

They are admonished to save as much of their money as possible and to avoid all unnecessary or expensive purchases. Cigars should not frequently be bought, nor shaving be had regularly at barber shops, unless the income warrants.

Ornamental jewelry, horses, bicycles, automobiles, etc., must not be bought without permission from Superintendent or the State Agent. Borrowing money or articles of value and going into debt is likewise prohibited.

In writing regarding an inmate always use both his name and number.

Inmates on parole are not permitted to correspond with inmates who are in the institution.

Where it can be conveniently done, employers are requested to arrange for the paroled inmates to attend weekly morning services in their respective places of worship if it is desired by them.

Monthly reports of inmates must cover the time from the 20th day of one month to the 20th day of the next month.

Special attention is called to the importance of having the financial statement correct. If it does not balance, the matter of discrepancies will be the subject of inquiry.

We ask for the co-operation of all employers of paroled persons to the end that they may become successful and self-respecting citizens.