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Circular Number 7: [Series of 1865] Ordnance Office, War Department, March 14, 1865

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CIRCULAR No. 7—SERIES OF 1865.

ORDNANCE OFFICE,

WAR DEPARTMENT,

WASHINGTON, *March 14, 1865.*

It is preferable that officers about leaving the service should make application for certificates of *non-indebtedness* to this Office either in person or by letter, rather than through agents. This course will facilitate the settlement of their accounts and save them expense, generally unnecessary to incur. In most cases the certificate can be given on the receipt of the officer's affidavit of non-accountability, the blank for which can always be procured from this Office on the application of the officer himself. With this blank he will be informed whether or not he is held responsible for *Ordnance Stores*, and the periods for which he is so held; and that information will enable him to judge of the necessity of employing an agent, which he may then do should he deem it advisable. Blank forms of affidavits, procured only from this Office, must always be used.

A. B. DYER,

Brig. General,

Chief of Ordnance.