



CENSUS OF NEW ZEALAND, 1916.

HOUSEHOLDER'S SCHEDULE

Schedule No. _____

Small Block or Mesh Letter: _____

GENERAL INSTRUCTIONS.

This Schedule is to be filled up in accordance with the headings to the columns of the form by the Occupier or Person in Charge of the Dwelling, with particulars respecting all the persons who slept or abode therein on the night of SUNDAY, 15th OCTOBER, 1916, together with those travelling or out at work during that night (and not included in any other Schedule), and who return to the dwelling on MONDAY, 16th OCTOBER, 1916. If the house is occupied by different families in separate stories or apartments, each such story or apartment must be treated as a separate Dwelling, and the Occupier or Person in Charge of each must make a return upon a separate Schedule. In the case of large Pastoral and other similar Establishments the Proprietor or Manager may fill in the return of his complete establishment, but a separate Schedule must in such case be filled for each of the Out-stations, Dwelling-houses, or Huts in which a distinct family or person resides, in addition to that for the Home-station, and if any Out-Station is in a different Sub-Enumerator's district from that of the Home-station, the Schedule for it is to be delivered to the Sub-Enumerator of the District in which such dwelling is situated.

This paper will be called for by the Sub-Enumerator on Monday, the 16th October, or as soon after as is practicable; and you are required by the Act to have the answers written in the proper columns and the document duly signed. It is the Sub-Enumerator's duty to verify the facts; and if the form from any cause should not have been filled up, or should have been insufficiently or erroneously filled up, to record the necessary particulars or make the necessary corrections, from inquiries which he is authorized to make for that purpose.

MALCOLM FRASER,
Government Statistician.

EXAMPLES OF THE MODE OF FILLING UP THE SCHEDULE.

Name and Birthdate.	Relation to Head of Household.	Sex.	Age last birthday.	Condition.	PARTICULARS AS TO MAINTENANCE.				PROFESSION OR OCCUPATION.						Country where born.	Race.	Length of years in New Zealand.	Religious Denomination.	EDUCATION.					
					Duration of period.	Number of children.	From whom.	From whom.	Personal Occupation.	Industry or Service.	Grade.	Period of instruction.	Degrees.	At present receiving instruction.					Indebted.					
1. John Smith ..	Head ..	M.	63	Married ..	28	5	4	2	Stockkeeper and Postmaster	E.	..	England	29	Church of England ..	R.W.				
2. Mary Smith ..	Wife ..	F.	49	Never married ..	23	5	4	2	Domestic Duties	E.	..	Scotland	36	Church of England ..	R.W.				
3. John Smith ..	Son ..	M.	29	Never married	2	2	2	Farmer ..	Dairy	E.	..	New Zealand	Church of England ..	R.W.				
4. Mary Jones ..	Daughter ..	F.	24	Widow	2	2	2	Assistant ..	General Store	A.	..	New Zealand	Church of England ..	R.W.				
5. John Jones ..	Grandson ..	M.	3	New Zealand	Church of England ..	C.H.			
6. Alice Jones ..	Grand-daughter ..	F.	13	New Zealand	Presbyterian ..	E.			
7. Emma Smith ..	Niece ..	F.	47	Married ..	18	4	3	3	Traveller ..	Provision-merchant	W.	..	United States	6	Methodist ..	R.W.			
8. Hiram Willis ..	Visitor ..	M.	29	Never married	W.	..	New Zealand	R.W.		
9. Charles Williams ..	Visitor ..	M.	18	Never married	W.	..	Ireland	R.W.		
10. Carlo Stephan ..	Visitor ..	M.	29	Never married	W.	..	Italy	R.W.	
1. James Brown ..	Head ..	M.	57	Married ..	17	2	2	2	Housekeeper	E.	..	France	43	Baptist ..	R.W.		
2. Annie Brown ..	Daughter ..	F.	13	Scholar	New Zealand	R.W.	
3. John Brown ..	Visitor ..	M.	28	Divorced	New Zealand	R.W.	
4. Henry White ..	Visitor ..	M.	38	Never married	New Zealand	R.W.	
5. Thomas Rose ..	Visitor ..	M.	58	Widow	New Zealand	R.W.	
6. John Brown ..	Visitor ..	M.	22	Never married	New Zealand	R.W.	
7. Philip Robinson ..	Visitor ..	M.	54	Married ..	27	0	4	4	New Zealand	R.	
8. John Robinson ..	Visitor ..	M.	25	Never married	New Zealand	R.W.
9. Mary Johnson ..	Visitor ..	F.	23	Never married	Scotland	R.W.
10. Ah Ching ..	Visitor ..	M.	34	Never married	China	R.W.F.

CENSUS OF NEW ZEALAND.



TO BE FILLED IN BY SUB-ENUMERATOR.

County or Borough: _____

Enumerator's No.: _____

Sub-Enumerator's No.: _____

Small Block or Mesh Letter: _____

NOT

1. Any person wilfully refusing or neglecting to fill up, sign, and deliver this S
- Enumerators are authorized and required to make, or furnishing false r
- imposed on him by the Census and Statistics Act, 1910, is liable to a penalty
2. The information given will be treated as confidential, and any person divulging
3. The returns are not to be used for proof of age, as in connection with pensions
4. Before writing on this paper you are requested to read the examples and instr
5. All entries should be written in ink.

List of Members of the Household or Family, Visitors, Servants, and Others, who slept o

Line No. for guidance in filling up Schedule.	Name and Surname	Relation to Head of Household.	Sex.	Age Last Birthday.	Particulars as to Marriage.			Profession or Occ.				
					Write— "Never Married," "Married," "Widower," "Widow," or "Divorced" opposite the names of all persons aged 15 years and upwards. (A Chinese is to be set down as never married, unless he has or has had a wife in Aus- tralia.)	State for each Married Woman entered on this Schedule the number of:—	Children born alive to present marriage (If no children born alive write "None" in Column 8.)	Completed years her present marriage has lasted. (If less than one year, insert a cross (X).)	Number of Children born alive.	Number still living.	Personal Occupation.	Industry or Worker
	Of every Person, whether Member of Family, Visitor, Boarder, or Servant, who (1) passed the Night of Sunday, 15th October, 1916, in this Dwelling, and was alive at Midnight, or (2) arrived in this Dwelling on the Morning of Monday, 16th October, not having been enumerated elsewhere. No one else must be included. Write first the name of the head of the family, then the names of his wife, children, and other relatives, as the case may be, followed by those of visitors, boarders, and servants. (See examples on back hereof.)	State whether "head," or "wife," "son," "daughter," or other relative, "lodger," or "servant." In the case of public or charitable institutions, whether "officer," "prisoner," "patient," "inmate," "nurse," &c.	Write M against males and F against females.	Enter the age of persons one year and over in years only. If the age be less than one year insert a cross (X).							The reply should show the precise branch of profession, trade, or manufacture, &c. If engaged in any trade or manufacture, the particular kind of work done and the article made or material worked or dealt in should be clearly indicated. The occupation which each person is following and deriving support from at the time of the Census should in all cases be stated. If unemployed at that time the usual occupation should be entered. (See instructions and examples on back of Schedule.)	This questionally be at the business the employer clearly should the question answered needed for wants in ment. If employed (Government &c.), state (See first example on back)
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DESCRIPTION OF DWELLING.

1. Materials of which Outer Walls are built. (State whether stone, brick, concrete, wood, iron, canvas, or any other material.)
2. Nature of Building. (State whether a private house, a tenement in a private house, a hotel, a boarding or lodging house, a religious or educational institution, a military establishment, a charitable institution, a hospital, a mental hospital, or a penal establishment.)
3. Number of Rooms. (Exclude shop, office, store, bathroom, pantry, scullery, wash-house; but include kitchen. In the case of a tenement, give number of rooms in tenement only. In case of a building only partly used as a dwelling, state number of rooms so used.)
4. Occupancy. (State whether householder is—(a) renting; (b) buying on time payment; (c) owner, but paying interest on mortgage; or (d) owner of freehold unencumbered.)
5. Rent or Rental Value. (State amount of weekly rent paid, if any, or weekly rental value): £ : : per week.

NUMBER OF POULTRY.

	Number of Male Birds on hand NOT reared this Season.	Number of Female Birds on hand NOT reared this Season.	Number of Birds of Both Sexes on hand reared this Season.	Other Poultry (specify Kind).
	Fowls			
Ducks				
Geese				
Turkeys				

HOUSEHOLDER'S SCHEDULE.

NOTE.

Schedule, or to answer the necessary inquiries which the Enumerator and Sub-Enumerators are required to make, returns or answers, or obstructing any person in the performance of any duty of TWENTY POUNDS.
It is liable to a penalty of TWENTY POUNDS.
for any other purpose than the preparation of statistical tables.
Directions given on the other side, as well as those in the headings of the columns.
MALCOLM FRASER, Government Statistician.

NOT TO BE FILLED IN.

Schedule No. _____

Numbers (excluding Maori wives):—	M.	F.	Total.	Numbers (excluding Maori wives)—continued.	M.	F.	Total.
Persons				Breadwinners			
Adults				Non-breadwinners			
Children under 14				Maori wives			

I reside in this Dwelling on the Night of **SUNDAY, the 15th October, 1916.**

Occupation.	Country where born.	Race.	Length of Residence.	Religious Denomination.	Education.		Infirmity.		
Services with which is connected.	Grade, &c.	Period unem-ployed.	Line No. for guidance in filling up Schedule.	Do not use general terms that include more than one religious denomination—such as "Protestant," "Catholic," If a Freethinker, or of no denomination, or religion, state so. Write against the names of children, however young, the religion in which it is intended they are to be brought up. If you object to state to what religious denomination you belong, write "Object." (See examples on back of Schedule.)	Degree.	If at present receiving education, write—	State if—		
10	11	12	13	14	15	16	17	18	19
			1						1
			2						2
			3						3
			4						4
			5						5
			6						6
			7						7
			8						8
			9						9
			10						10
			11						11
			12						12
			13						13
			14						14
			15						15
			16						16
			17						17
			18						18
			19						19
			20						20

BEES AND HONEY.			
Bee-kinds):	BEEF.	No. of Hives.	HONEY produced during year:
Number.			
Black			lb.
Hybrid			
Italian			
Other			lb.
			BEESWAX produced during year:
			lb.

I declare that this Schedule is correctly filled up to the best of my knowledge and belief.

Signature: _____

Postal Address: _____

If household situated outside a borough or town district state:—

1. Name of village, township, or locality in which dwelling is situated: _____

2. Post-office at which letters usually posted: _____

3. Distance from such post-office: _____ miles.

Instructions for filling up the Columns 9 and 10, "Profession or Occupation."

DESCRIPTION OF OCCUPATION.—Describe the occupation FULLY in column 9. If more than one occupation is followed, state that by which living is mainly earned. DEALERS, SHOPKEEPERS, or SHOP ASSISTANTS, as distinct from MAKERS, PRODUCERS, or REPAIRERS. All such persons are to be so described as to leave no doubt whether they are Dealers or Makers. In many cases "Tailors," "Bootmakers," "Hatters," "Watchmakers," "Jewellers," "Chemists," &c., and their Assistants, are not Makers or Producers, but are rather Dealers or Merchants; in such cases the word "Dealer," "Shopkeeper," or "Shop Assistant" is to be added to the occupational name. A person who both makes and deals is to be described as "Maker," if chiefly Maker, or "Dealer," if chiefly Dealer. VAGUE OR INDEFINITE TERMS MUST NOT BE USED ALONE—such, for example, as Apprentice, Assistant, Carver, Clerk, Collector, Contractor, Foreman, Inspector, Labourer, Machinist, Manager, Manufacturer, Mechanic, Mill Hand, Superintendent (see also instructions below). The name of the trade or industry must be inserted in column 10.

ARMY AND NAVY.—If on actual service, state so; if retired, state present occupation.

PERSONS IN THE SERVICE OF THE GENERAL OR LOCAL GOVERNMENT to state occupation, position, Department; and, if engaged in any other occupation, to specify its nature.

JUSTICES OF THE PEACE, TOWN COUNCILLORS, ETC., to state their ordinary profession or occupation.

MINISTERS OF RELIGION to state denomination. Local or occasional preachers to return their ordinary occupations.

MEMBERS OF THE LEGAL PROFESSION to return themselves as such only if in actual practice; if not practising, to state present occupation. Persons employed in solicitors' offices to distinguish whether they are articulated or otherwise.

MEMBERS OF THE MEDICAL PROFESSION to state whether they are physicians, surgeons, or general practitioners, and to return themselves as such only if practising; if not practising, to state present occupation.

TEACHERS, AUTHORS, PUBLIC WRITERS, AND ARTISTS to state the particular branch of science, literature, or art in which they are engaged.

ENGINEERS to state whether civil, mechanical, mining, electrical, marine, &c., also (in column 10) the nature of work on which engaged.

SURVEYORS to state whether land, mining, or marine, &c.

ENGINE-DRIVERS, STOKERS, FIREMEN, ETC., are to state the nature of the business in connection with which they are occupied—thus, "Engine-driver (column 9) Sawmill (column 10)," "Stoker (column 9) Foundry (column 10)," "Fireman (column 9) Railway (column 10)," &c. Engine-drivers are not to be entered as "Engineers."

MINERS are to specify the nature of the mineral on which they work, and in respect of metallic ores to add whether lode or alluvial. A miner working for another should return himself as "Gold-miner," &c.; not as a labourer.

ARTISANS AND MECHANICS should always mention the particular branch of their trade—thus, "Blacksmith (column 9) Brewery (column 10)," "Coach-smith (column 9) Tramways (column 10)," "Locksmith (column 9) Gunmaker (column 10)," "Horse-shoer," &c.

CARTERS, CARRIERS, LABOURERS, SERVANTS, ETC., are to be described in connection with their usual employment—thus, "Carter (column 9) Grocer (column 10)," "Bullock-driver on Station," "Labourer (column 9) Road-making (column 10)," "Railway Porter," "Telegraph Messenger," "Domestic Servant."

PERSONS ENGAGED IN TRADE OR COMMERCE, as Merchants, Manufacturers, Storekeepers, Retailers, Brokers, Agents, Auctioneers, &c., to state the particular business in which they are engaged, or the principal commodity in which they deal—thus, "Grain-merchant," "Hat-manufacturer," &c.

CLERKS, BOOK-KEEPERS, SALESMEN, SALESWOMEN, SHOPMEN, COMMERCIAL TRAVELLERS, ETC., to be described according to the business with which they are connected—thus, "Bank Clerk," "Railway Clerk," "Salesman (column 9) Soft-goods Warehouse (column 10)," "Shopman (column 9) Grocer (column 10)," "Traveller (column 9) Wine-merchant (column 10)," &c.

"FARMER" or "MARKET-GARDENER."—These terms are to be applied to all persons actually in occupation of land and tilling, whether proprietors or tenants—the term "Land-owner" is too vague. Market-gardeners must not omit the word "Market." The term "Settler" should not be used. The term "Farmer" should not be used alone, but the designation "Agricultural," "Sheep," "Dairy," or "Poultry," as the case may be, should also be given. Where mixed farming is engaged in, the class of farming principally carried on should be the one entered.

PERSONS NOT FOLLOWING ANY PROFESSION, TRADE, OR CALLING, and not holding any public office, but possessed of independent means, are to designate themselves as "Proprietor of Land," "Proprietor of Houses," "Capitalist," "Annuitant," as the case may be. The word "Householder" is not to be used in place of "Proprietor of Houses," nor the words "Gentleman" or "Lady" in place of "No Occupation," or "Independent Means."

WIVES, SONS AND DAUGHTERS, BROTHERS, AND OTHER RELATIVES habitually helping on Farms and Stations, or engaged in hotels, shops, or any other industrial pursuits, are to be returned as "Wife assisting," "Son assisting," "Daughter assisting," &c., as the case may be.

WOMEN.—The occupations of women who are engaged in any other than domestic duties should be distinctly recorded; but women are not to be entered as engaged in the occupations of their husbands, fathers, &c., unless they habitually assist them. When only in the capacity of wife, mother, daughter, sister, &c., write "Domestic Duties."

CHILDREN being educated should be designated "Scholar" if not engaged as well in any industrial pursuit; but if regularly following any such pursuit during portion of their time—as, for instance, delivering or selling newspapers, running errands, &c., before or after school-hours—they should be set down as of that pursuit, the entry under the head "Education" sufficiently showing that they are also receiving education.

PERSONS IN HOSPITALS, ASYLUMS, GAOLS, ETC.—The position of officers in the institution, as "Warder," "Nurse," &c., is to be given. In the case of inmates, their position in the institution—such as "Prisoner," "Patient," &c.—will be shown in column 2 (relation to head), and their occupation before entering the institution will be given in columns 9 and 10.

GRADE.—In column 11 the letter "E" is not to be entered unless the person is employing labour in connection with the business or profession of his occupation entered in columns 9 and 10—for instance, the head of a Department of the Public Service or a salaried manager of a commercial company should enter "W," not "E." A salaried or professional person employing labour in connection with his domestic establishment only, should not enter "E" in column 11, but "W" or "O," as the case may be. No person is to be shown as in two grades.

NOTE.—Every answer is to be written in full. The use of dots (.) or ditto (do) leads to numerous mistakes and such signs are not to be accepted by the Sub-Enumerator.

COLUMN 10.

INDUSTRY OR SERVICE WITH WHICH CONNECTED.—The information asked for in this column is required in order to ascertain for each industry or service how many persons are employed therein, or in connection therewith, although following a distinct occupation. Thus, for instance, for breweries it is desired to know how many coopers, blacksmiths, bricklayers, &c., are in the direct employment of breweries, as well as the numbers actually engaged in brewing processes. Further, it is desired to ascertain the number of persons directly employed by central or local government authorities, whether in administration or in undertakings, such as tramways, gasworks, &c. Following are examples of cases in which entries should be made in column 10 as well as in column 9.

Column 9. (Personal Occupation.)	Column 10. (Industry or Service with which Worker is connected.)	Column 9. (Personal Occupation.)	Column 10. (Industry or Service with which Worker is connected.)	Column 9. (Personal Occupation.)	Column 10. (Industry or Service with which Worker is connected.)	Column 9. (Personal Occupation.)	Column 10. (Industry or Service with which Worker is connected.)
Blacksmith's Striker	Loco. Dept., Rly. Dept.	Cooper	Brewery.	House-painter	Builder.	Ship-fitter	Harbour Board.
Bricklayer	Blast Furnace.	Cooper	Fishing-yard.	Ironfounder ..	General Engineer.	Solicitor	City Corporation.
Cardboard-box Maker	S soap-manufacture.	Electrician ..	Oilworks.	Ironfounder ..	Stone & Grate Maker.	Typefounder ..	General Printers.
Carter	General Cartier.	Electrician ..	Telegraph Dept.	Maltster's Labourer	Maltster.	Upholsterer ..	Rly Carriage Works
Carter	Railway Department.	Engineman ..	Hostery-factory.	Maltster's Labourer	Brewer	Wood-sawyer ..	Joinery Works.
Clerk	Hardware Merchant	Engineman ..	Printing-works.	Plumber	Chemical Works.	Wood-sawyer ..	Sawmill.
Coal-porter	Gasworks.	Head Teacher ..	Education Board.	Plumber	Shipbuilding-yard.	Wood-classer ..	Sheep-station.

Instructions for filling up Column 18, re Education.

In filling in column 18 the nature of the education or instruction being received by "scholars" is to be indicated by letters as follows:—

- "E" alone is to be entered when the scholar is receiving elementary instruction at a public primary school.
- "E.Pr." if the elementary instruction is being received at a private or denominational school.
- "S" alone is to be entered if the scholar is receiving secondary instruction at a public secondary school, technical high school (day technical college), or the secondary department of a district high school.
- "S.Pr." if the secondary instruction is being received at a private or denominational school.
- "T" alone is to be entered if the scholar is attending technical classes other than at a technical high school.
- "T.Pr." if the technical classes (commercial, engineering, &c.) are at a private school.
- "U" if attending a University college.
- "H" if receiving instruction at home.

The scholars to whom the foregoing letters apply are further indicated by the following:—

- (1) Pupils in the lower or preparatory departments of secondary schools—i.e., those who have not passed Standard VI of the public school syllabus or an equivalent—should be indicated by the letter "E" as receiving elementary education. With this exception, pupils of secondary schools and technical high (day) schools should be indicated by the letter "S."
- (2) Pupils in the secondary classes of District High Schools should be indicated by the letter "S," and those in the standard and infant classes by the letter "E."
- (3) Students attending classes at technical schools during the day or in the evening, who are not pupils of a technical high school, should be indicated by the letter "T."
- (4) Pupils attending private or denominational schools at which both elementary and secondary instruction is given should be indicated by the letters "E.Pr." if the bulk of the pupil's work is of an elementary character, and "S.Pr." if of a secondary character.
- (5) Students of Training Colleges should be indicated by the letter "U," with the addition of the words "Training College." In like manner students of the Canterbury Agricultural College are to be indicated by "U" with the word "Agricultural" added.