Proceedings of Court of Inquiry or on men reported Missing on Active Service.....

Attestation Papers.....23.....

Declaration of change of name.....

Authority for special enlistments.....

Documents of re-enlisted men.....

Regimental Conduct Sheet .....1.....

Compulsory Stoppages.....

Casualty Forms.....1.....

Proceedings on discharge.....1.....

Corps History Sheet.....

Date and No. of Deposit Receipt for Purchase Money and Amount.....

Parchment Certificate.....

Medical Report for Invalids.....

Medical History Sheet.....1.....

Proceedings of Regt. Court Martial.....

Copies of Convictions by Civil Power.....

Company Conduct Sheet.....1.....

Clothing Transfer Certificate .....

Inventory of Kit.....

Last Pay Certificate.....1.....

MFW 7 - 2

Pay Card

M. F. W. 62.
50M.—9-16.
H. Q. 1772—39—935.

DISCHARGE DOCUMENTS

R. O. No.....

H. Q. No.....

Name Claus Stafford

Regt. No. 1027582 Rank Pte

Corps 235th Bn C E F

Under age

23708

403698

M#

235TH. BN. C. E. F.

ORIGINAL

ATTESTATION PAPER.

No. 1027582

Folio.

CANADIAN OVER-SEAS EXPEDITIONARY FORCE.

QUESTIONS TO BE PUT BEFORE ATTESTATION.

(ANSWERS.)

1. What is your surname? Claus
1a. What are your Christian names? Stafford
1b. What is your present address? Picton Ont
2. In what Town, Township or Parish, and in what Country were you born? Toronto Ont
3. What is the name of your next-of kin? Margaret Claus
4. What is the address of your next-of-kin? Oshawa Ont
4a. What is the relationship of your next-of-kin? Mother
5. What is the date of your birth? May 25 1898
6. What is your Trade or Calling? Laborer
7. Are you married? No
8. Are you willing to be vaccinated or re-vaccinated and inoculated? Yes
9. Do you now belong to the Active Militia? No
10. Have you ever served in any Military Force? No
If so, state particulars of former Service.
11. Do you understand the nature and terms of your engagement? Yes
12. Are you willing to be attested to serve in the CANADIAN OVER-SEAS EXPEDITIONARY FORCE? Yes

DECLARATION TO BE MADE BY MAN ON ATTESTATION.

I, Stafford Claus, do solemnly declare that the above are answers made by me to the above questions and that they are true, and that I am willing to fulfil the engagements by me now made, and I hereby engage and agree to serve in the **Canadian Over-Seas Expeditionary Force**, and to be attached to any arm of the service therein, for the term of one year, or during the war now existing between Great Britain and Germany should that war last longer than one year, and for six months after the termination of that war provided His Majesty should so long require my services, or until legally discharged.

Stafford Claus (Signature of Recruit)

Date Dec. 22nd 1916. Sgt C. H. Vandyke (Signature of Witness)

OATH TO BE TAKEN BY MAN ON ATTESTATION.

I, Stafford Claus, do make Oath, that I will be faithful and bear true Allegiance to His Majesty **King George the Fifth**, His Heirs and Successors, and that I will as in duty bound honestly and faithfully defend His Majesty, His Heirs and Successors, in Person, Crown and Dignity, against all enemies, and will observe and obey all orders of His Majesty, His Heirs and Successors, and of all the Generals and Officers set over me. So help me God.

Stafford Claus (Signature of Recruit)

Date Dec. 22nd 1916. Sgt C H Vandyke (Signature of Witness)

CERTIFICATE OF MAGISTRATE.

The Recruit above-named was cautioned by me that if he made any false answer to any of the above questions he would be liable to be punished as provided in the Army Act.

The above questions were then read to the Recruit in my presence.

I have taken care that he understands each question, and that his answer to each question has been duly entered as replied to, and the said Recruit has made and signed the declaration and taken the oath before me, at Picton this 22 day of Dec 1916.

[illegible] (Signature of Justice)

M. F. W. 23
750M—3-16
H. Q. 1772-33-341

Description of Stafford Claus on Enlistment.

Apparent Age 18 years 7 months.
(To be determined according to the instructions given in the Regulations for Army Medical Services.)

Height 5 ft. 4 1/4 ins.

Chest measurement:
- Girth when fully expanded 34 1/4 ins.
- Range of expansion 3 1 ins.

Complexion Dark

Eyes Black

Hair Black

Religious denominations:
- Church of England Yes
- Presbyterian
- Methodist
- Baptist or Congregationalist
- Roman Catholic
- Jewish
- Other denominations (Denomination to be stated.)

Distinctive marks, and marks indicating congenital peculiarities or previous disease.

(Should the Medical Officer be of opinion that the recruit has served before, he will, unless the man acknowledges to any previous service, attach a slip to that effect, for the information of the Approving Officer).

CERTIFICATE OF MEDICAL EXAMINATION.

I have examined the above-named Recruit and find that he does not present any of the causes of rejection specified in the Regulations for Army Medical Services.

He can see at the required distance with either eye; his heart and lungs are healthy; he has the free use of his joints and limbs, and he declares that he is not subject to fits of any description.

I consider him* fit for the Canadian Over-Seas Expeditionary Force.

Date Dec 22 1916. [illegible]

Place Petawa

Medical Officer.

*Insert here "fit" or "unfit."

NOTE.—Should the Medical Officer consider the Recruit unfit, he will fill in the foregoing Certificate only in the case of those who have been attested, and will briefly state below the cause of unfitness:—

CERTIFICATE OF OFFICER COMMANDING UNIT.

Stafford Claus having been finally approved and inspected by me this day, and his Name, Age, Date of Attestation, and every prescribed particular having been recorded, I certify that I am satisfied with the correctness of this Attestation.

S. B. Scobell Lt Col (Signature of Officer)

Date December 22nd. 1916.

649-G-9440

CANADIAN OVERSEAS EXPEDITIONARY FORCES

Discharge Certificate

This is to Certify that No. 1027582 (Rank) Private

(Name in Full) Claus, Stafford enlisted in

235th. Battalion C.E.F.

Canadian Overseas Expeditionary Force, on the 22nd. day of December

191 7, and accompanied said unit to Ottawa, Ont.

was returned to Canada, and discharged from the service at Ottawa, Ont.

on the 10th. day of March 191 7, in consequence of Being

" Under Age."

DESCRIPTION ON DISCHARGE

Age 14 years 9 months

Height 5 feet 4½ inches

Complexion Dark

Eyes Black

Hair Black

Trade Labourer

Signature of Man Cl[redacted]

Place and Date Ottawa, Ont. 10-3-17

Marks or Scars Nil

Officer in charge Discharge Depot.

Lieut.-Colonel

O. C. 235th. O. S. Bn. C. E. F.

SHOULD THIS DISCHARGE CERTIFICATE BE LOST, NO DUPLICATE OF IT CAN BE OBTAINED.

N. B.—Any person finding this Certificate is requested to forward it in an unstamped envelope to The Secretary, Militia Council, Ottawa, Canada.

M. F. W. 39
200m.-5-15.
H.Q. 1772-39-882.

343-28-7-18

CANADIAN OVERSEAS EXPEDITIONARY FORCES

Discharge Certificate

No. 1027583

Rank Private

Name Claus, Stafford

Unit 235th. Battalion

Address on Discharge Oshawa, Ont.

His conduct and character while in the Service have been : Good

Place Ottawa, Ont.

Date March 10th.1917

Commanding O. C. 235th. O. S. Bn. (R. F.)

Lieut. Colonel

Campaigns Nil

Medals and Decorations Nil

(9) Is your Father alive? Yes.

If so, state name and address Arthur Claus, Oshawa, Ont.

(10) Is your Mother alive? Yes.

If so, state name and address Margaret Claus,

Oshawa, Ont.

(11) If your Mother is a widow

Are you her sole support, or not?

(12) If sole support of widowed mother, state what amount you have given her per month prior to your enlistment, also reason she has no other support than yourself.

(13) If you have no wife, father, mother or children, state the name and relationship with full postal address of your next of kin, to whom you would desire any communication to be sent concerning you.

(14) If you have a wife, or children, or a widowed mother who depends on you as her sole support, have you applied to the Paymaster of your unit for Separation Allowance? If not, this must be done.

(15) Are you insured? No.

If so, in what Company? ✓

Have you made arrangements for payment of your Insurance premium ✓

If not, and it is a monthly premium, you can assign the amount in addition to any other assignment you wish to make.

S. B. Ferrell Lt Col

Officer Commanding.

Date December 22nd. 1916.

235TH BN. C. E. F.

ORIGINAL

To be made out in duplicate.

H.Q. 54-21-23-53

PARTICULARS OF FAMILY OF AN OFFICER OR MAN ENLISTED IN C. E. F.

INSTRUCTIONS.

(a) This form is only required for men joining units for Overseas Service and must be completed immediately the man is warned for draft overseas.

(b) Care must be taken to see that a man is allotted his correct Regimental Number. No numbers must be duplicated and once it has been allotted to a man, even if he is subsequently discharged, the same number must never be allotted to another man.

(c) All questions, etc., must be answered.

(d) One copy of the form is to be forwarded by Officer Commanding unit for each Officer and man to Officer Commanding Division or District at least seven days before man leaves his station to proceed overseas, for transmission to Accountant and Paymaster General, Ottawa.

(e) Duplicate copy is to be forwarded direct to Officer in charge of Records, C.E.F. London, immediately after arrival in England.

---

(1) Name of Overseas Unit which Soldier joins 235th. O.S.Battalion C.E.F.

(2) Regimental Number 1027582

(3) Full Name of Soldier Stafford Claus

(4) Place of Birt Deseronto, Ont.

(5) Are you married, or not? No.

(6) If married, state,
(a) Full name of your wife ✓

(b) Present Postal Address ✓

(7) Are you a widower? No.

(8) Have you any children? ✓

If so, give number of boys and girls ✓

Also their names and ages

M. F. W. 67.

500M.—9-16.
1772-39-954.

(SEE OTHER SIDE.)

CANADIAN CONTINGENT EXPEDITIONARY FORCE

LAST PAY CERTIFICATE

This form to be used for all Ranks (Vide Article 71, Financial Instructions C.E.F., 1914).

Regimental No. 1027582 Rank Pte Name Pte S Claus

Corps 235 OS Bn who was* Discharged

On March 10 1917 to

* Insert "discharged" or "transferred."

The following is a statement of the account of the above-named to date of transfer or discharge inclusive :—

From Mar 1 To March 10/17

Dr.	$	c.		Cr.	$	c.
Bal. Dr. from previous month				Regimental pay 10 days at $ 1 c	10	
Total payments during period from				Field allowance 10 " $ c 10	1	
				Other allowances Clothing	10	
Assigned Pay	6	31		Other Credits (give particulars)		
M 96512	1	68				
Other Charges (give particulars)						
	13	01				
Bal. Cr. on discharge or transfer	~~19 33~~			Bal. Dr. on discharge or transfer		
Total	21	00		Total	21	

The amount shewn as Balance Cr. due on discharge or transfer has† been paid.

Monthly stoppage on account of assignment of pay is nil, and has been charged in Pay-list for month of

† Insert "been" or "not been" as case may be.

REMARKS:—

State (1) date of enlistment 22/12/16

(2) if married and if a Separation Allowance Card has been submitted nil

(3) cause of discharge and authority medunfit

If discharged from the Contingent, state if Stop Payment advice for Assigned Pay has been forwarded, and date

I have carefully examined this statement of account and find it to be a correct extract from the Pay-list of the unit.

Date March 10/17

Place Ottawa Ont

Frank H McLean

Paymaster.

M. F. W. 44.

200M—1-16.
H. Q. 1772-39-903.

235TH BN. C.E.F.

ORIGINAL

MEDICAL HISTORY SHEET

Surname Clews Christian Name Stafford

Examined { on 22 day of Dec 1916 / at Belleville

Birthplace { City or Town Wasserulo / County Hastings

Apparent age 18

Trade or occupation Labourer

Height 5 feet 4 1/4 Inches

Weight 125 lbs.

Chest measurement { Minimum 31 inches / Maximum expansion 34 inches

Physical development Normal

Small-pox Marks —

Vaccination Marks { Arm Right Left X / Number 2

When Vaccinated last when a child

(*a*) Marks indicating congential peculiarities or previous disease —

(*b*) Slight defects but not sufficient to cause rejection

Approved by [signature]

Rank M.O.

Date	Fit or Unfit	Examined for Re-Engagement
		M.O.
		M.O.
		M.O.
		M.O.
		M.O.
		M.O.
		M.O.

Date	Result	Vaccinations
		M.O.
		M.O.
		M.O.

Date	Result	Anti-Typhoid Inoculations, Etc.
		M.O.
		M.O.
		M.O.

Enlisted on 22nd. *day of* December *191* 5. *at* Picton, Ont.

	Corps	Regt'l Number	Habits	Date
Joined on enlistment	235th. Battn.	1027582		Dec. 22nd. 1916.
Transferred to				

EXAMINED OR DISCHARGED BY A MEDICAL BOARD

Station	Date	Disease	Result
Belleville	1/2/17	man age	

[signature]
Captain, A.M.C.
Medical Board, M.D. District No. 2

N.B.—This sheet to be disposed of in accordance with instructions in the Regulations for Army Medical Servcie, on the man becoming non-effective; the date and cause being stated on next page.

M. F. B. 313.
500M.—3-16.
H. Q. 1772-39-439.

Surname Claus Christian Name Stafford

STATION	Date of Arrival at the Station	Dates of Admission into Hospital			Dates of Discharge from Hospital			DISEASE	Number of days in Hospital	Remarks on nature of the disease; how induced; if mild or severe; if completely recovered from; whether any particular treatment was adopted. In venereal cases state nature of primary disease, and whether mercury has been given. If an accident, state whether it occurred on duty and whether a Court of inquiry was held. Date of issue and particulars of artificial teeth or surgical appliances supplied. Particulars of prophylactic inoculations.	Signature of Medical Officer
		Day	Month	Year	Day	Month	Year				

This space to be for numbers.

Proceedings on Discharge.

(When forwarded for confirmation these proceedings should be accompanied by the documents specified on fourth page.)

No. 1027582

Rank Private

Name Claus, Stafford

NOTE—The name must agree strictly with that on enlistment unless changed subsequently by authority.

Corps (Squadron, Battery or Company) No. 2 Co. 235th. Battalion

Date of Discharge March 10th.1917

Place of Discharge Ottawa, Ont.

1. DESCRIPTION AT THE TIME OF DISCHARGE.

Age 14 years 9 months.

Height 5 feet 4½ inches.

Complexion Dark

Eyes Black

Hair Black

Trade Labourer

Intended place of residence (To be given as fully as practicable.) Picton, Ont. Canada

Descriptive Marks

Nil

2. The above-named man is discharged in consequence of Being

" Under Age."

(Auth. 3 M.B. 44-C-236 of February 28th.1917)

N.B.—The cause of discharge must be worded as prescribed in the King's Regulations and be identified with that on the character certificate. If discharged by superior authority, the number and date of the letter to be quoted.

To be in the handwriting of the Commanding Officer, who will himself make identical entries on the character certificate and initial them.

3. Conduct and character while in the service have been, according to the records, etc.

Good

N. B.—This will be assessed when practicable, by the Commanding Officer, in the presence of the soldier and the Officer Commanding his Squadron, Battery or Company:

4. Special qualifications for employment in civil life. (Vide para. 332, K. R. & O., Canada.)

M. F. B. 218.

25m.—11-15.
H. Q. 1772-39-113.

(OVER)

5. He is in possession of the following number of G. C. Badges:

None

No reference to G. C. Badges is to be made on either the discharge or character certificate.

6. Medals and Decorations..... None

To be copied by the Commanding Officer on to the parchment Discharge Certificate.

7. His account is correctly balanced, and signed by the Officer Commanding his Company. (*Squadron or Battery*), and I have impartially enquired into all matters brought before me in accordance with Regulations.

(Place) Ottawa, Ont. S. B. Sewell Major

(Date) March 10th.1917 *Commanding* 233 - O.S. Bn C.E.F.

8. **Certificate to be signed by the Soldier on Discharge**

I hereby acknowledge that I received all my Pay, Allowances and Clothing, and all just demands, up to the present date, subject to the reservations of the claims noted on the third page.

(Place) Ottawa, Ont. Stafford Clarke *(Signature of Soldier.)*

March 10th.1917

(Date) Lorne W. Sanders *(Signature of Witness.)*

When a soldier is absent through illness or any other cause and ~~it is not desirable~~ to forward these proceedings to him for signature, a manuscript copy should be sent for the man to sign, and when returned, should be attached here.

9. **Additional Certificate in the case of a Soldier who takes his discharge on his own request.**

I hereby declare that I do of my own free will request to be discharged from His Majesty's Service.

..... *(Signature of Soldier.)*

10. **Statement of Service.**

Service toward Engagement to.....(the date to which the Record of Service is completed).....years.....days.

Total.....years.....days.

11. **Confirmation of Discharge.**

The discharge of the above-named man is hereby confirmed.

(Place) Ottawa, Ont.

(Signature) S. B. Sewell Major

(Date) March 10th.1917

Reservations referred to at Para. 8.

(To be signed by the soldier. When there are none, it is to be so stated, and signed by the soldier.)

No Reservations

Stafford Claus

Witness. Lorne W. Sanders

Sergt.

(OVER)

List of Discharge Documents.

Reg. Conduct Sheet, Militia form B. 263.	Attestation Paper, Militia Form B. 235.
Squadron / Battery / Company } Conduct Sheet, " B. 263a.	Proceedings on Discharge " B. 218.
Copies of Convictions, by C. P. in MS.	In the case of recruits who are rejected on final approval, the discharge documents will consist of
Med. Hist. Sheet, Militia Form B. 313	
Medical Report for Invalid* " B. 227.	*(a)* Proceedings on Discharge.
Statement of Man's Account on Transfer and Last Pay Certificate, " D. 877.	*(b)* Attestation.
*Only if discharged "Medically unfit."	*(c)* Medical History Sheet (in the event of such having been prepared.)

N. B.—In the case of a man discharged by purchase, the date and number of Deposit Receipt with amount of same is to be noted hereon.

235TH BN. C. E. F.

Fill in only.—Unit, Number, Rank and Name.

M. F. W. 54. (A. F. B. 103.)
350M.—5-16
H. Q. 1772-39-920.

Casualty Form—Active Service.

Unit, Regiment or Corps 235th C. E. Battalion, C. E. F.

Regimental No. 1027582 Rank Pte Name Claus, Stafford

Enlisted (a) 22-12-16 Terms of Service (a) D. O. W. Service reckons from (a)

Date of promotion to present rank ..... Date of appointment to lance rank ..... Numerical position on roll of N. C. Os. .....

Extended ..... Re-engaged ..... Qualification (b) .....

Report		Record of promotions, reductions, transfers, casualties, etc., during active service, as reported on Army Form B. 213, Army Form A. 36, or in other official documents. The authority to be quoted in each case	Place	Date	Remarks taken from Army Form B. 213, Army Form A. 36, or other official documents
Date	From whom received				

(a) In the case of a man who has re-engaged for, or enlisted into Section D. Army Reserve, particulars of such re-engagement or enlistment will be entered.
(b) *e.g.* Signaller, Shoeing Smith, etc., etc., also special qualifications in technical Corps duties.

[P.T.O.

Report		Record of promotions, reductions, transfers, casualties, etc., during active service, as reported on Army Form B. 213, Army Form A. 36, or in other official documents. The authority to be quoted in each case	Place	Date	Remarks taken from Army Form B. 213, Army Form A. 36, or other official documents
Date	From whom received				

Attestation Paper removed and sent to Sergeant MacIntosh.

Date.....1-10-17.....

649-C-9440

CARD NO. X

SURNAME. Claus

CHRISTIAN NAMES Stafford

FOLL. S.O.S. Dis. 10/3/17 3

REGL. No. 1027582 RANK Pte.

UNIT 235th Bn.

FORMER CORPS Nil

NEXT OF KIN.

NAMES IN FULL Claus Mrs Margaret,

RELATIONSHIP TO SOLDIER Mother,

ADDRESS Oshawa, Ont.

CHANGE OF ADDRESS

COUNTRY OF BIRTH Canada Deseronto, Ont DATE May 25th 1898.

PLACE OF ATTESTATION Picton, Ont. DATE Dec 22nd 1916.

MARRIED SINGLE yes WIDOWER

TRADE OR CALLING Labourer RELIGION Church of England

DESCRIPTION.

APPARENT AGE 18 YEARS 7 MONTHS

HEIGHT 5 FEET 4 1/4 INCHES

CHEST MEASUREMENT 31 INCHES EXPANSION 3 1/4 INCHES

COMPLEXION Dark EYES Black HAIR Black.

DISTINGUISHING MARKS Not Stated

MEDICAL EXAMINATION. PLACE Picton, Ont. DATE Dec. 22nd 1916.

Present Address - Picton, Ont.

Med. Bd. held at Belleville, Ont. 17/2/17.

Sent to C. R. 21/3/17.
J.C.

(At Station or Hospital where finally disposed of.)

Station and Hospital } ..... Arrived from } .....

Date .....

If admitted.	If under treatment.		Disease.	How fully disposed of.	Date of Discharge, &c.
Index No.	From	From			
Date					

Summary of Causes of invaliding, or remarks as to remand to Regiment, Station or Depôt.

Date of final Medical Board or decision. }

Administrative Medical Officer.

Militia Form B. 227.
100 m-2-16.
H. G. 1772—39—117.

DETAILED MEDICAL HISTORY OF INVALID.

Station

Corps

Regimental No. Rank

Name

Disability

Date

Hospital or Station transferred to for final disposal. }

Date of final disposal }

How finally disposed of }

The original Report is invariably to accompany the discharge documents of invalids.

44-C-236

MEDICAL HISTORY OF AN INVALID.

1. Station. Belleville, Ont.
2. Regiment or Corps. 235th. O/S. Batt. 1027582 Pte.
3. Regimental No. and Rank. 1027582 Pte.
4. Name. Clause S.
5. Age last Birthday. 14
6. Enlisted on 22-12-16 at Picton, Ont.
7. Former Trade or Occupation. Farmer

8. General remarks on his :—
   (a) Conduct. Good
   (b) Habits. Good
   (c) Temperance. Good

(For this purpose the Company defaulter sheets will be obtained from the man's Commanding Officer.)

DEPT MILITIA & DEFENCE
MAR -5 1917
H.Q.
CANADA

Date. 16-2-17.

9. Service. Years. Days.

	PERIODS. From.	To.
235th. O/S. Batt. C.E.F.	22-12-16.	16-2-17.

10. (a) Disease or disability. Under -age
    (b) Date of origin. 1902, May 25th.
    (c) Place of origin. Deseronto, Ont.
    (d) Cause. Not applicable.

11. Present Condition. (Most Important) Under age but in excellent health and is a good soldier.
(To include full description of present disabling condition or conditions.)

12. (a) Is the disability the result of service or climate? No
    (b) Has it been aggravated by intemperance, vice or misconduct? No

M. F. B. 227.
100 M—2-16.
1772-39-117.

Carded 13.3.17. no me

13. (a) For purpose of Identification. (Here a full description of wounds, scars, deformities, etc., is to be given.) None.

(b) In case of wounds, or other injuries, state whether sustained on or off duty. If not received in action, was a Court of Inquiry held? Not applicable

(c) In the event of the disability being attributed to exposure on duty, state clearly the nature of such exposure, and whether it was exceptional or otherwise. Not applicable

14. Treatment None.

15. If the disabling condition had its origin before enlistment, has it been aggravated by service, and to what extent? ~~Not applicable~~ No.

16. What is the probable duration of the disability or of each disabling condition, if more than one contributes? Until he becomes of age. May 25th. 1920.

17. To what extent will it prevent his earning a full livelihood in the general labour market? Please state in fractions. None.

18. State if for discharge on account of unfitness for Service. Yes.

[signature]
Capt. A.M.C.

Medical Officer by whom the case is brought forward.

OPINION OF THE MEDICAL BOARD.

Does the Board concur with the preceding report? If not, give differing opinion.

10. Yes

11. Yes

12. Yes

15. Yes

16. Yes

17. Yes

19. Is he unfit for Military Service. Yes

20. Recommendations: That he be discharged from the service as Under-age.

Signatures :—

[signature] President.
Major, R.M.C.

[signature]
~~Capt. A.M.C.~~
[signature]
Capt. A.M.C.
Members.

Station. Belleville, Ont.

Date. Feb. 17th./17.

Date. FEB 28 1917

[signature]
Captain, A.M.C.
Asst. Director of Medical Services.
D/ A.D.M.S. Mil. District No. 3
For A.D.M.S. Mil. District No. 3

Approved.

Date. 10/3/17

[signature] Capt.
Director-General of Medical Services.