Morning Report of Captain_____, Company ( ), _____ Regiment of _____ Volunteers

PRESENT.																						ABSENT.						Present and Absent				REMARKS.
For Duty.										Sick.				On Extra, or Daily Duty.				In Arrest, or Confinement						Detached Service		With Leave		Without Leave.					*Alterations since last Report.*
Captain.	1st Lieutenant.	2nd Lieutenant.	Sergeants.	Corporals.	Musicians.	Privates.	Total.	Aggregate.		Commissioned Officers.	Non-Commissioned Officers.	Musicians.	Privates.	Commissioned Officers.	Non-Commissioned Officers.	Musicians.	Privates.	Commissioned Officers.	Non-Commissioned Officers.	Musicians.	Privates.	Total Present.	Aggregate Present.	Commissioned Officers.	Enlisted Men.	Commissioned Officers.	Enlisted Men.	Commissioned Officers.	Enlisted Men.	Total Present and Absent.	Aggregate Present and Absent.	Total last Report.	Aggregate last Report..	

Station: .....

Date:..... *(Signed).....*
Commanding the Co.

(Signed).....
First Sergeant.

Note – The names of the absentees, both Officers and Soldiers, must be given on the back of the report

Morning Report of Captain_____, Company ( ), _____ Regiment of _____ Volunteers

PRESENT.																						ABSENT.						Present and Absent				REMARKS.
For Duty.										Sick.				On Extra, or Daily Duty.				In Arrest, or Confinement						Detached Service		With Leave		Without Leave.					*Alterations since last Report.*
Captain.	1st Lieutenant.	2nd Lieutenant.	Sergeants.	Corporals.	Musicians.	Privates.	Total.	Aggregate.		Commissioned Officers.	Non-Commissioned Officers.	Musicians.	Privates.	Commissioned Officers.	Non-Commissioned Officers.	Musicians.	Privates.	Commissioned Officers.	Non-Commissioned Officers.	Musicians.	Privates.	Total Present.	Aggregate Present.	Commissioned Officers.	Enlisted Men.	Commissioned Officers.	Enlisted Men.	Commissioned Officers.	Enlisted Men.	Total Present and Absent.	Aggregate Present and Absent.	Total last Report.	Aggregate last Report..	

Station: .....

Date:..... *(Signed).....*
Commanding the Co.

(Signed).....
First Sergeant.

Note – The names of the absentees, both Officers and Soldiers, must be given on the back of the report