

EXAMPLE DIAGRAM ON HOW TO PROPERLY FILL OUT A BATTERY MORNING REPORT

Description of the Ordnance that is assigned to your battery.

The Name of the Battery Commander who has been designated for the Units assigned to him.

The Letter of the Battery that you are assigned to for the weekend.

The total of the guns you described

Total Rounds that are for the guns described

Total Primers that are for the guns described

Artillery Head-Quarters ARTILLERY RESERVE BRIGADE

Consolidated Morning Report of Captain William Smokehouse Battery C

PRESENT			SICK			FIT FOR DUTY			AGGREGATE				ORDNANCE DESCRIPTION			TOTAL ORD.	TOTAL ROUNDS	TOTAL PRIMER
COMMISSIONED OFFICERS	NON-COMMISSIONED OFFICERS	PRIVATE'S	COMMISSIONED OFFICERS	NON-COMMISSIONED OFFICERS	PRIVATE'S	COMMISSIONED OFFICERS	NON-COMMISSIONED OFFICERS	PRIVATE'S	COMMISSIONED OFFICERS	NON-COMMISSIONED OFFICERS	PRIVATE'S	HORSE'S						
													3 inch ordnance rifles	2	142	223		
													parrot rifles	3	165	311		
													6 pound field howitzer	1	21	50		
4	14	42	0	2	3	4	12	39	4	14	42	1						
														328	584			

Station: PennyPacker Mills

By Order of the Company Commander,
Sgt Bill Mackentire

Date: June 5 1862

THIS MORNING REPORT IS TO BE FILLED OUT IN A TIMELY MANNER, AND IMMEDIATELY HANDED IN TO THE BRIGADE ADJUTANT FOR CONSOLIDATION

The Day this is filled out

The Place or Name of Event

The Name of the person filling out the Report
(should be a Sgt.)

Present = Military personnel in the battery who are at the event, but may not be in camp at the moment

Sick = Those who are at the event but can not go on the field. (Military Personnel Only)

Fit For Duty = Military personnel in the battery who are able to go on the field.

Aggregate = All military personnel both fit, and sick who are present at the event.

Artillery Head-Quarters

ARTILLERY RESERVE BRIGADE

Consolidated Morning Report of Captain _____ Battery _____

PRESENT			SICK			FIT FOR DUTY			AGGREGATE			ORDNANCE DESCRIPTION	TOTAL ORD.	TOTAL ROUNDS	TOTAL PRIMERS
COMMISSIONED OFFICERS	NON-COMMISSIONED OFFICERS	PRIVATE'S	COMMISSIONED OFFICERS	NON-COMMISSIONED OFFICERS	PRIVATE'S	COMMISSIONED OFFICERS	NON-COMMISSIONED OFFICERS	PRIVATE'S	COMMISSIONED OFFICERS	NON-COMMISSIONED OFFICERS	PRIVATE'S				

By Order of the Company Commander,

Station: _____

Date: _____

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Artillery Head-Quarters

ARTILLERY RESERVE BRIGADE

Consolidated Morning Report of Captain _____ Battery _____

PRESENT			SICK			FIT FOR DUTY			AGGREGATE			ORDNANCE DESCRIPTION	TOTAL ORD.	TOTAL ROUNDS	TOTAL PRIMERS
COMMISSIONED OFFICERS	NON-COMMISSIONED OFFICERS	PRIVATE'S	COMMISSIONED OFFICERS	NON-COMMISSIONED OFFICERS	PRIVATE'S	COMMISSIONED OFFICERS	NON-COMMISSIONED OFFICERS	PRIVATE'S	COMMISSIONED OFFICERS	NON-COMMISSIONED OFFICERS	PRIVATE'S				

By Order of the Company Commander,

Station: _____

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Artillery Head-Quarters

ARTILLERY RESERVE BRIGADE

Consolidated Morning Report of Captain _____ Battery _____

PRESENT			SICK			FIT FOR DUTY			AGGREGATE			ORDNANCE DESCRIPTION	TOTAL ORD.	TOTAL ROUNDS	TOTAL PRIMERS
COMMISSIONED OFFICERS	NON-COMMISSIONED OFFICERS	PRIVATE'S	COMMISSIONED OFFICERS	NON-COMMISSIONED OFFICERS	PRIVATE'S	COMMISSIONED OFFICERS	NON-COMMISSIONED OFFICERS	PRIVATE'S	COMMISSIONED OFFICERS	NON-COMMISSIONED OFFICERS	PRIVATE'S				

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