

ment of all taxes on personal property, for the year one thousand eight hundred and seventy-three, in the counties of Jackson, Coltonwood, Murray, Nobles, Rock, Watonwan, Redwood, Lyon and Lac qui Parle, be and the same is hereby extended to the first day of November next. *Provided*, That no penalty on account of the non-payment of any taxes on personal property for the year A. D. one thousand eight hundred and seventy-three shall attach prior to the first day of November next.

Extension of
time for payment
of taxes.

SEC. 2. This act shall take effect and be in force from and after its passage.

When act to take
effect.

Approved February 4, 1874.

CHAPTER VII.

AN ACT IN RELATION TO THE PRINTING AND DISTRIBUTION OF LAWS AND DOCUMENTS.

Be it enacted by the Legislature of the State of Minnesota:

SECTION 1. The secretary of state, state treasurer and state auditor, shall be ex-officio commissioners of public printing during the terms of office respectively.

Commissioners
of public print-
ing.

SEC. 2. The printing for the state is divided into five classes to be let in separate contracts as follows: The printing and binding of all bills for the two houses of the legislature, together with such resolutions and other matters as may be ordered by the two houses, or either of them, to be printed in bill form, constitute the first class and shall be let in one contract; the printing and binding of the journals of the senate and house of representatives, and of such reports, communications and other documents as enter into and make a part of the journals, constitute the second class, and shall be let in one contract; the printing and binding of all reports, communications and other documents ordered by the legislature or either branch thereof, or by the executive departments, to be printed in pamphlet form, together with the volumes of executive documents, and the legislative manual, constitute the third class, and shall be let in one contract;

Printing to be
divided into five
classes.

the printing and binding of the general and special laws, and joint resolutions constitute the fourth class, and shall be let in one contract; the printing of all blanks, circulars and other work necessary for the use of the executive departments, other than such as are printed in pamphlet form, and all printing not included in the foregoing classes constitute the fifth class, and shall be let in one contract.

SEC. 3. The commissioners of printing shall during the first week in May, A. D. one thousand eight hundred seventy-four, and annually thereafter, give notice in two newspapers printed in the city of Saint Paul and in such other newspapers in the state not exceeding four, as they may deem necessary, for thirty days, that sealed proposals will be received at the office of the secretary of state until a day specified in the said notice for the execution of the several classes of the state printing in separate contracts as hereinafter specified, for the term of one year from the first day of December next thereafter; said proposals shall distinctly and specifically state the price per thousand ems for the composition of all matters embraced in the five classes of printing, or such of them as shall be covered by the bid, together with the price of folding, stitching and binding of such work as is required by law to be folded, stitched and bound, and embraced in and covered by said bid, and said proposals shall specify the rate per hundred sheets for folding, the rate per hundred copies for stitching all bills, resolutions, pamphlets and documents, the rate per hundred copies for brochure covering all documents ordered to be covered, not exceeding one hundred pages, and the rate per hundred copies for brochure covering all documents ordered to be covered exceeding one hundred pages, and the rate per hundred sheets for folding, the rate per hundred copies for stitching and the rate per hundred copies for binding the laws, journals, and volumes of public documents, and the rate per line of lettering in gold leaf at which the bidder is willing to do the same, the price per token for all presswork embraced in the first, second, third and fourth classes, and the price per quire for the presswork contained in the fifth class at which the bidder will undertake to do the work embraced in the class or classes of the printing covered by his proposals. Each proposal shall be accompanied by a bond executed in due form by the bidder, with at least two good and sufficient sureties satisfactory

Commissioners to give notice in newspapers for sealed proposals.

Bond conditioned for faithful performance to accompany each bid.

to the commissioners in the penal sum of eight thousand dollars, conditioned for the faithful performance, pursuant to this chapter, of such class or classes of the state printing as may be adjudged to him, and for the payment, as liquidated damages, by such bidder, to the state, of any excess of cost over the bid or bids of such bidder, which the state may be obliged to pay for such work, by reason of the failure of such bidder to complete his contract. Said bond to be null and void if no contract is awarded to him. No bid unaccompanied by such bond shall be entertained by the commissioners of printing; *Provided*, That the following prices for printing are hereby established as the maximum prices therefor, and no bids at higher rates shall be received, entertained or accepted: For composition per thousand ems, forty five cents; for presswork per token of two hundred and fifty impressions, forty-five cents; for presswork per quire of twenty-four impressions, eight cents; for folding per hundred sheets, five cents; for stitching per hundred copies, sixty cents; for binding session laws, journals and executive documents, per hundred copies, in brochure covering, documents not exceeding one hundred pages, seventy cents; in brochure covering, documents exceeding one hundred pages, two hundred cents; in pasteboard covering, thirty-five dollars; in muslin, fifty dollars; in law sheep half bound, seventy dollars; in law sheep full bound, one hundred and twenty-five dollars.

Establishes maximum prices.

SEC. 4. The commissioners of printing or any two of them shall, within two days after the expiration of the term for receiving proposals as aforesaid, proceed to open in public, all such proposals by them received, and they shall, on careful examination and computation, with the aid of a disinterested printer, if necessary, award the contract for each class of printing to the lowest bidder therefor; *Provided*, That nothing herein contained shall be construed so as to prevent the same person from becoming contractor for two or more classes of the printing if he shall be the lowest bidder therefor. If two or more persons bid the same and the lowest price for any class or classes of the printing, the commissioners shall award the contract to such one or more of them as in their opinion will best subserve the interest of the state, having reference however, to a division of the work, as far as practicable, among the several lowest bidders as aforesaid. If two or more bidders propose for the same con-

Commissioners to open bids within two days.

Two or more persons making same bid, commissioners to decide.

tract, and the proposal of one be lower on composition and that of an other lower on press work, then the commissioners, with the aid of a disinterested practical printer, selected by them for that purpose, shall make a strict computation, based on the work of the same class of printing of the preceding year, and assign the contract or contracts to the lowest aggregate bidder, as shall appear by said computation. If any of the aforesaid printing shall be executed without the city of St. Paul, all transportation of paper, copy, proof or printed sheets, shall be at the expense of the contractor or contractors for such printing.

Designates how printing to be done.

SEC. 5. The bills, resolutions and other matter specified in the first class of printing, shall be printed in folio foolscap form, on long primer type, each page to contain not less than thirty-two lines of solid matter of forty-five ems in length, with a great primer reglet only in each space between the lines; and in counting the composition upon bills and other matter embraced in this class, the same shall be measured as solid long primer matter, and by the surface actually covered; *Provided*, That no bill shall be measured at less than one page.

Designates size of page of journals.

SEC. 6. The journals of the two houses of the legislature specified in the second class, shall be printed in medium octavo form, on good brevier type, with at least twenty-four hundred ems in a page, without any unnecessary leads, blank or broken lines or pages.

Designates size of page of public documents.

SEC. 7. The volumes of public documents and reports, communications and other matters specified in the third class, shall be printed in medium octavo form, on good long primer type, with at least sixteen hundred and fifty ems in a page; *Provided*, That so much of the annual reports of the officers of the executive department, and of the superintendents of the public institutions as contains the remarks of those officers, may be single leaded with leads not exceeding in thickness six to pica; *Provided further*, That subordinate reports and appendixes may be printed in brevier when deemed advisable by the superintendent of printing. The volumes of the public documents shall contain nothing that is to be inserted in the laws and journals of the same year, and the various reports, communications, and other documents inserted therein, shall follow each other in as close compact order as is consistent with good workmanship, without intervention of unnecessary blanks or separate

title or half title pages, and the paging thereof shall be consecutive, and at the conclusion there shall be an index referring to the particular page at which each separate document commences. In all cases when by order of the legislature or either branch thereof, any document is printed in pamphlet form, by the contractor for the printing of the volume of public documents, which shall also be inserted in the volume of public documents, and in all cases where any such document is so printed in pamphlet form by the contractor for the printing of the journals, which shall also be printed in the journals, but one charge shall be made or allowed for the composition thereof; *Provided*, That if the journal of either house be printed daily for the use of the legislature, double the contract price may be allowed for composition upon the journals so printed, but nothing shall then be charged or allowed for composition or reimposition of the same matter for the bound journals; *Provided*, That the contractor shall be paid for the time necessarily consumed in making corrections at the contract price per thousand ems for every hour of time.

Provision for printing daily journal.

SEC. 8. The laws specified in the fourth class shall be printed in medium octavo form, on good long primer type, the pages to be of the same size and form as those of the documents specified in the preceding section, with marginal notes to the general laws, in nonpareil type, similar to those heretofore inserted.

How laws to be printed.

SEC. 9. The printing embraced in the fifth class shall be executed in a style consistent with good workmanship, and with due reference to economy. In estimating the composition, all work in script type, or of which script is the chief kind used, shall be estimated as pica, and measured by the surface actually covered, and not by the size of the sheet used. All open work, such as letter-heads, blank deeds and the like, shall be estimated in the same manner. *Provided*, No job shall be counted at less than one thousand ems. All work in other than script type, shall be estimated according to the type actually used. *Provided*, That when different kinds are used in a single job, it may be measured and estimated proportionately for the different kinds used. In estimating press work in the fifth class, a quire shall be considered twenty-four impressions of a side or page, as the case may be, of twenty-four sheets of paper of the size required for the job, with such matter as the printer

Relative to printing for executive departments.

shall be directed to put upon it. *Provided*, That no job of press work will be estimated at less than four quires; and, *provided further*, that any job of five thousand impressions or more, may be paid for by the token of two hundred and fifty impressions, at the maximum rate herein named.

How composition
to be estimated.

SEC. 10. In estimating the composition of all pamphlets, laws, journals and volumes of public documents, every necessary fraction of a page will be counted as a full page, but no entire blank page shall be counted or charged for, and if [in] any branch of the printing tabular statements occur which it shall be impracticable to print on the ordinary sized pages, the same shall be printed in tabular sheets of the necessary size, and the amount of composition on the same shall be ascertained by measuring the printed surface and thereby ascertaining the number of ems. In any class all figure work requiring additional justification in each line, and all rule work requiring the fitting in of rules, shall be allowed one price and a half, and for all rule and figure work, double price for composition shall be allowed, the same to be ascertained by strict measurement and count. But one charge shall be made for the composition of all documents ordered to be printed by both branches of the legislature, and no charge or allowance shall be made for composition when extra or additional copies are ordered to be printed.

Regulating press
work.

Provided, Such subsequent order shall be made within five days of the preceding one. In estimating the press work of pamphlets, laws, journals and volumes of public documents, the token shall consist of two hundred and fifty impressions of a form of eight pages, or one hundred and twenty-five sheets of medium octavo paper, printed on both sides, or two hundred and fifty sheets of the same, printed on one side only. *Provided*, That if any document shall make less than eight pages, or if the last form of any document shall not be a full form of eight pages, the same shall be counted as a full form.

Notice of propo-
sal accepted.

SEC. 11. It shall be the duty of the secretary of state to give prompt notice to each successful bidder that his proposals are accepted. If from death or any unforeseen cause there be a failure on the part of any successful bidder to execute his contract, the commissioners of printing, or a majority of them, may enter into a contract with the next lowest bidder. If any contractor, after commencing upon his contract, fails to execute the

work embraced therein with reasonable expedition and in a suitable manner, the commissioners of printing may notify him that [for] reasons they shall specify, his contract is cancelled, and they may then contract with some other person to do the work at the lowest practicable rate.

Contract may be cancelled.

SEC. 12. The journals, executive documents and laws required by this chapter to be printed and put up in book form, shall be bound with brochure covering, and each journal and appropriate appendix shall be bound in the same volume, unless in the opinion of the commissioners of printing the same will make a volume too large for convenience, in which case each journal shall be bound separately, and the appendix shall be bound separately or together, as the said commissioners shall direct.

How journals and documents to be bound.

SEC. 13. In accounting under this act, folding, stitching and binding shall include the collating, drying and pressing.

What to include in folding, etc.

SEC. 14. All contractors under the provisions of this chapter shall promptly and without any unnecessary delay execute all orders to them issued by the legislature, or either branch thereof, or by the secretary of state, [as] superintendent of public printing, on behalf of the executive officers of the state; and the laws and volumes of public documents shall be delivered to the secretary of state within seventy days, and the journals of the two houses of the legislature within thirty days after the manuscript copy shall have been received by the contractor for printing and binding the same. *Provided however,* That the commissioners of printing may, on good cause shown by any such contractor, extend the time, not exceeding twenty days, for the execution of his contract.

Work to be executed without unnecessary delay.

SEC. 15. The secretary of state shall examine the work executed under the provisions of this chapter, and see that the printing and binding is executed correctly and in a suitable and workmanlike manner, and in accordance with law, and he shall keep an accurate account of all paper delivered to the contractors for printing, and that it is used properly and without unnecessary waste. All work to be executed for the executive departments shall be ordered through the secretary of state and he shall see that the full number of copies of each job is received from the printer and delivered to the proper department. He shall audit all accounts for printing and binding executed under the provisions of this act, and shall keep a record of the cost of printing and binding

Secretary of state to inspect printing and binding.

the amount of paper used and the entire expense of each document or item, and a copy of each document shall be duly filed and preserved by him, with the cost endorsed upon it.

SEC. 16. Every contractor for any class of the public printing shall file and preserve one copy of each document or other matter by him printed for the state, which he shall deliver to the secretary of state, with his account for the same, in which account shall be specifically stated the various jobs performed, the number of copies of each job, the number of ems of composition in each, the extra charge, if any, for rule or figure, or rule and figure work, the number of tokens or quires of press work in each, the cost of folding, stitching and binding of each job designating whether ordered by the senate, the house of representatives or jointly by both, or by the other officers or agents of the state, together with the kind and quantity of paper used for each job.

SEC. 17. All accounts filed under the preceding section shall be carefully examined by the secretary of state aided by a disinterested practical printer, if necessary, employed for that purpose, at the expense of the state, and compared with the vouchers therefore and the orders for the same. If any errors be found in such account by said secretary of state he shall immediately correct the same and return it to the contractor who rendered it; and when the account is finally corrected and adjusted he shall certify the same to the state auditor, who on the receipt thereof shall give his warrant upon the treasurer of the state for the amount thereof, payable out of any moneys appropriated for that purpose. *Provided*, That in the current execution of such contract the secretary of state is hereby empowered in his discretion to deliver to said contractor a certificate for an amount not exceeding seventy-five per cent. of completed work for which amount the state auditor shall give his warrant upon the treasurer of the state to said contractor.

SEC. 18. The contractor for any class of state printing shall deliver over to the secretary of state or to the proper department in good order, all copies of work ordered to be printed by him, the legislature or either branch thereof, or other officers or agents of the state.

SEC. 19. The paper for the state printing aforesaid, shall be provided by the state, and the secretary of state shall from time to time as the same may be needed, deliv-

Contractor to file and preserve copies.

Secretary of state to examine accounts.

Work to be delivered in good order.

Paper to be provided by state.

er over to each contractor suitable paper for the printing which he is required by his contract to do; he shall take and preserve from each contractor a receipt for all paper so delivered, and at the annual settlement on or before the first day of November, each contractor shall deliver to the secretary of state all paper which has not been used in the state printing, or if any such paper has been wasted or converted to any other use, the contractor to whom the same has been delivered shall be charged with the value thereof, together with a penalty of fifty per cent.; and the amount shall be deducted from his account; *Provided*, The contractor shall be allowed ten per cent. for waste on all jobs of ten quires or less, and five per cent. on all jobs of more than ten quires.

Wastage allowed contractor.

SEC. 20. The secretary of state shall furnish a true and accurate copy of the laws as they may be demanded by the printer thereof, and the clerks of the respective branches of the legislature shall each furnish to the printer, who is bound by his contract to print the same, copies of the journals, bills, reports and other papers and documents without unnecessary delay, and no contractor shall be accountable for any delay occasioned by the want of such copy.

Who to furnish copy of laws and journals.

SEC. 21. In printing the journals of the senate and house of representatives, as specified in the sixth section of this chapter, the secretary of the senate and clerk of the house of representatives of the respective sessions of the legislature, shall make out indexes to the printed and recorded journals of said senate and house of representatives, and attend to reading proof sheets of the same, whenever required to do so by the commissioners of printing.

Indices, by whom made out.

SEC. 22. All laws printed or published by authority of this state, shall be printed or published without any certificates or additions to the same, except the word "approved," and the date of said approval, and in each volume of the session laws hereafter published, there shall be a general certificate, made by the secretary of state to the effect that all laws, memorials and resolutions contained therein, have been compared by him with the original thereof in his office, and that they are correct copies thereof.

Laws to be published without certificates.

SEC. 23. The secretary of the senate and the chief clerk of the house of representatives, shall keep a journal of the proceedings of their respective houses and deliver

Who to keep journals.

a copy immediately upon each daily adjournment, to the contractor for printing the same, who shall print two hundred copies of each, and deliver the same at the commencement of the next day's session for the use of the members of the legislature. After being read in the house to which the journals respectively belong, and examined and compared with the minutes of the record clerk, or the clerk having charge of the record of bills, memorials and joint resolutions, and in the presence and with the sanction of the house corrected, or found and declared to be correct, the proceedings of each day shall be attested by said secretary and chief clerk, and immediately thereafter delivered to the printer of the journals who shall make the authorized correction, if any, and print the sheets for the bound volumes of the journals. Each journal shall be recorded in books to be furnished by the secretary of state for that purpose. After the journals are recorded, said books shall be deposited with the secretary of state, who shall carefully preserve the same, and said records shall be considered the true and authentic journal.

SEC. 24. No executive message, address or communication of any state officer or board of officers, no report of the superintendent or other officers of any institution or building, no petition or memorial, no argumentative or voluminous report of any standing or select committee of either house, or joint committee of both houses, no special report of any officer or board of officers, made in reply to any joint resolution of both houses, nor any other long or voluminous document, except amendments to the constitution and to bills and resolutions, and the protests of members of either house against any act or resolution thereof, shall be entered at length upon the journals or recorded in the record provided for in the foregoing section.

SEC. 25. The journals of each house shall be printed as kept and recorded, and each journal shall have an appendix in which shall be printed all such petitions and memorials, reports of committees, special reports and communications of all officers or boards of officers, as are laid before either or both houses, and all such other papers and documents as are laid before either or both houses in writing, unless the printing thereof is otherwise provided for herein; *Provided*, That no paper or document shall be printed in either appendix unless the house before

What may be omitted from journals.

To have appendix—what to contain.

which such paper or document is laid expressly order the same to be printed in the appendix of the journal of such house; and if any paper or document be laid before both houses and ordered to be printed by both houses, the same shall be printed only in the appendix to the senate journal. The abstracts of votes when canvassed by the legislature in joint convention shall be printed in the appendix to the house journal.

SEC. 26. There shall be printed in pamphlet form and covered in brochure covers, the following number of each of the following documents, to-wit: Of the report of the state auditor, twelve hundred and fifty copies; of the report of the state treasurer, seven hundred and fifty copies; of the report of the secretary of state, seven hundred and fifty copies; of the report of the secretary of state, seven hundred and fifty copies; of the report of the attorney general, five hundred copies; of the report of the adjutant general, five hundred copies; of the report of the librarian, five hundred copies; of the report of the warden of the state prison, six hundred copies, of which two hundred shall be delivered to the warden; of the report of regents of the state university, one thousand copies, of which five hundred shall be delivered to the president of the university; of the report of the trustees of the state normal board, one thousand copies, of which five hundred shall be at the disposal of the president of the board; of the report of the directors for the institution for the deaf and dumb and the blind, one thousand copies, of which six hundred shall be at the disposal of the directors; of the report of the historical society, one thousand copies; of the report of the trustees of the Minnesota reform school, seven hundred and fifty copies, of which two hundred shall be at the disposal of the trustees; of the report of the trustees of the hospital for the insane, twelve hundred and fifty copies, of which of which seven hundred shall be at the disposal of said trustees; of the report of the insurance commissioner, seven hundred and fifty copies; of the report of the state board of health, seven hundred and fifty copies, three hundred of which shall be at the disposal of the president of the board; of the report of the superintendent of public instruction, five thousand copies; of the report of the railroad commissioner, two thousand copies; of the report of the commissioner of statistics, three thousand copies.

Number copies of pamphlets,

SEC. 27. All regular messages of the governor, and

Governor's message—number copies.

all inaugural messages of the governor elect, shall be printed in pamphlet form, and there shall be printed in such form, for the governor's use, five hundred copies thereof, and for the use of the legislature two thousand copies, without any order by either or both houses for the printing thereof.

Executive Documents—number copies.

SEC. 28. At the same that the documents mentioned in the two preceding sections are printed in pamphlet form, there shall be printed on the same type, four hundred copies of each document named in said two preceding sections, which shall be bound together in volumes of convenient size, and styled "executive documents." The paging of said documents shall be consecutive. The secretary of state shall make out an index of said volumes of executive documents, which he shall deliver to the printer, who shall print the same at the close of the said volumes. There shall be no charge for composition for printing the number of copies of said executive documents necessary for the volumes herein provided for, and none of them shall be printed otherwise than is provided in this and the two preceding sections of this chapter.

Journals and Laws—number copies.

SEC. 29. There shall be four hundred copies of each journal and an appendix printed; there shall be seven thousand copies of the general laws and joint resolutions printed in one volume, and two thousand copies of the special laws in another volume.

How distributed.

SEC. 30. Every member and officer of the legislature for himself and every clerk of a court of record and every county auditor, for the use of their offices respectively, is entitled to one copy of each journal and appendix, and the volumes of executive documents. Every university, college, academy or other literary institution is entitled to one copy of the laws passed at each session of the legislature and also to one copy of each journal and appendix, and the volumes of executive documents.

Distribution of Laws.

SEC. 31. Every member and officer of the legislature for himself shall have a copy of the laws, every judge and clerk of court of record, every justice of the peace, constable, chairman of the board of township supervisors, township clerk, every mayor, auditor, treasurer, clerk, recorder, alderman, or trustee of any ward in any city or incorporated village, every county auditor, treasurer, sheriff, register of deeds, court commissioner, county attorney, surveyor, coroner and county commis-

sioner, is entitled to receive one copy of the general laws passed at each session of the legislature for their use while filling such offices, but every such officer except members and officers of the legislature shall deliver the same to his successor in office, for his use while filling such office, and if any person refuse, on demand being made to make such delivery, he shall forfeit and pay not less than five nor more than fifteen dollars to be recovered in any action brought by the successor in office of such person, in the name of the state of Minnesota for the use of the county where such action is brought, before any justice of the peace in such county.

SEC. 32. The secretary of state shall deliver to the governor, for his own use, two copies of the laws and one copy of the journals and documents; to the auditor and treasurer of state, each three copies of the laws and one of the journals and documents; to the attorney general, the adjutant general, the railroad commissioner, the commissioner of insurance, the commissioner of statistics, the clerk of the supreme court, the superintendent of public instruction, the superintendent of every state benevolent institution, the warden of the state prison, to the United States circuit judge, to the United States district judge, to the clerk of each of the United States courts, and to the United States marshal, one copy of the same. He shall furnish the governor with such number of copies of each as will be necessary to supply each state, and each of the departments and territories of the United States, and the general government of the United States with a copy; he shall furnish the library with five copies of the general and special laws, both journals and the volumes of executive documents; and shall deliver to the secretary of the historical society twenty copies of the general laws, ten copies of the special laws and journals, and fifty copies of the executive documents.

SEC. 33. The secretary of state shall, as soon as the laws, journals and executive documents of each session are printed and ready for distribution, box up the number of each to which each county is entitled, together with such number of extra copies of laws as he may deem sufficient for the local demand, and forward the same by public conveyance to the auditor of the county. If any county seat be so situated that the laws, journals and documents cannot be sent to the same by public conveyance, they shall be forwarded to a secure place as near

such county seat as practicable, and the secretary of state shall notify the county auditor in writing of the delivery of the same at such point, and the county auditor shall contract with some person to convey the same to the county seat.

County Auditor
to deliver laws,
&c.

SEC. 34. The county auditor shall deliver the laws, journals and documents to such persons and institutions as are entitled to receive them, when requested so to do, and shall take receipts therefor and file the same in his office subject to inspection. All other copies of the laws which are forwarded to any county for sale, shall be delivered by the auditor to the clerk of the district court for distribution to such persons and on such terms as the county commissioners may prescribe.

Disposition of
surplus Special
Laws.

SEC. 35a. All copies of the special laws not distributed by the secretary of state according to the foregoing provisions of this act, shall be retained by him for sale in the following manner: The secretary of state shall from time to time deliver such number of copies of any volume of special laws as may be required, to the treasurer of state, and take and file his receipt therefor; and he shall notify the said treasurer what is the actual cost price of any such volume. The state treasurer shall sell such copies of the special laws on demand at the stated cost price, and all moneys received from such sales shall be by him paid into and shall become part of the general revenue fund of the state.

When deemed
officially pub-
lished.

SEC. 35b. All laws, journals and documents printed and published by any contractor under the provisions of this chapter, and duly certified by the secretary of state, as provided herein, shall be deemed to be officially printed and published, and full faith and credit shall be given to them as such.

To preserve
copies not dis-
tributed.

SEC. 36. All copies of the journals, executive documents and laws, which are not distributed under the provisions of this chapter, shall be preserved in the office of the secretary of state, subject to future distribution by law.

When reports
of county and
town officers to
be made.

SEC. 37. All county, township, city and village officers, and all officers and boards of officers of all state institutions and buildings, and all offices connected with the public works of the state, and all corporations (except such as by their charter are required to make their reports at some other specified time) which are required by law to make annual reports for any purpose to any state offi-

cer, shall make out and transmit the same on or before the fifth day of November of each year to the proper officer. For the purpose of making out all such reports the year shall begin on the first day of November of each year and end on the last day of October of the succeeding year.

SEC. 38. All state officers and boards of officers and the officers of all such institutions and buildings, as are required to make annual report to the legislature or to the governor, shall make such report to the governor on or before the fifteenth day of December of each year, (and for the purpose of making out such reports, the fiscal year is declared to begin on the first day of December of each year) and to end on the last day of November of the succeeding year. The governor upon receiving such reports shall deliver the same to the commissioners of public printing, to be printed, and the governor shall lay before the legislature all such reports in printed form at the same time with his annual message.

When reports of State officers to be made.

SEC. 39. Chapter forty-six of the general laws of eighteen hundred and sixty-eight, and all acts and parts of acts inconsistent with the provisions of this act, are hereby repealed.

Repeal of former act.

SEC. 40. This act shall be in force from and after its passage.

When act to take effect.

Approved March 9, 1874.

CHAPTER VIII.

AN ACT TO PROVIDE FOR THE PURCHASE OF PAPER AND STATIONER'S SUPPLIES FOR THE PUBLIC PRINTING, AND FOR USE IN THE LEGISLATURE AND STATE OFFICES.

Be it enacted by the Legislature of the State of Minnesota :

SECTION 1. That annually hereafter, on or before the first Tuesday in August, it shall be the duty of the secretary of state to ascertain and fix the amount and kinds of all paper necessary for the public printing of this state

Duty of Secretary of State.