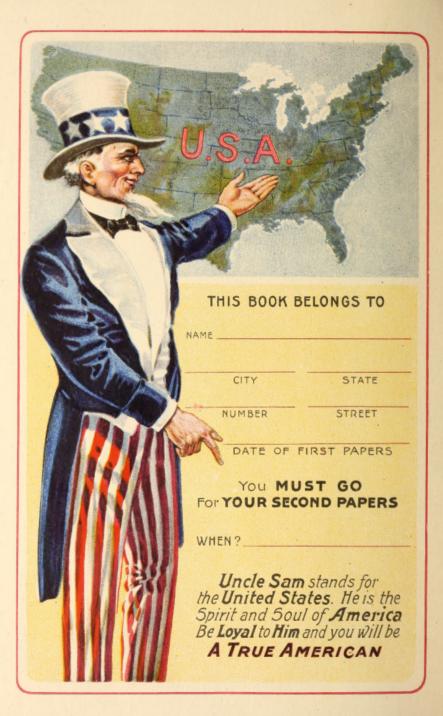


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### AIDS TO CITIZENSHIP SERIES

# How to Take Out Your Second or Citizen Papers

By MICHAEL KLEY

An Easy Book in Plain English for the Coming Citizen

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Printed and Distributed by the

METROPOLITAN LIFE INSURANCE COMPANY

FOR USE OF POLICY-HOLDERS

The Capitol at Washington

#### FOREWORD

THIS booklet has been prepared by the Immigrant Service and Citizenship Bureau of the Metropolitan Life Insurance Company as a practical aid to Policy-holders desiring to take out their Second or Citizen papers.

Many of our foreign born peopl? desire to become citizens. It is easy to take out the First Papers. When it comes to the final papers, however, the Declarant faces a discouraging task. The witness requirement is a drawback and the applicant is afraid of the examination. It is at this point that the desired information—in the simplest form—will prove of real benefit to him.

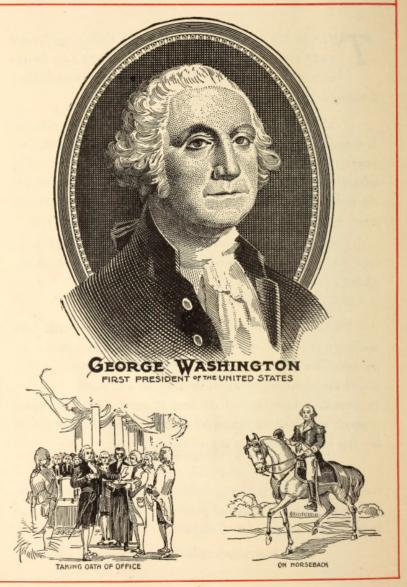
The following pages are intended as a helpful guide to ease the way for the coming citizen. They present in the plainest possible manner what the newcomer must do and know to take his final steps toward American Citizenship.

The booklet contains, however, something more than the necessary facts and information. The purpose is to encourage the newcomer to take part in the life of the community and to absorb the spirit of American institutions and ideals. It aims to promote a knowledge of the lives of great Americans whose example may lead the future citizen to a respect for and love of the flag and the tradition it symbolizes.

The Metropolitan issues this booklet as another step in its welfare service to the Policy-holder. Further information on citizenship may be obtained from the Agent or by applying to the local Manager of the Company.

THE METROPOLITAN LIFE INSURANCE COMPANY

# The Father of Our Country



## The Final Steps

- THE TIME HAS COME when you are able to take the final steps that will make you a legal AMERICAN CITIZEN. You have made AMERICA your home; you now desire to make AMERICA your COUNTRY and do your part as a CITIZEN in building it up.
- DURING THE PAST few years, many things have happened in the Nation and in your City to give you some idea of why you should be an AMERICAN CITIZEN.
- AMERICA is a REPUBLIC in which the CITIZENS elect the Officers, who are the servants of the people.
- PERSONS WHO are not CITIZENS are aliens in the UNITED STATES, that is, they belong to another country and are only foreigners here.
- THE MOMENT you become a CITIZEN, your wife, under the law, becomes a CITIZEN; so do all your children under 21 years of age now in the UNITED STATES.
- IN MANY States, CITIZENS only may own land or do business as a company.
- ONLY CITIZENS may be employed by the Federal, State or City Government.
- THE UNITED STATES Government protects you at home and an AMERICAN passport protects you while traveling in other countries.
- YOU HAVE THOUGHT of taking out your Final or Citizen Papers, but did not know exactly how to go about it. Let this booklet be your guide and friend.
- IF YOU FOLLOW the simple advice given in this booklet you will be surprised how easily you will pass from immigrant to AMERICAN CITIZEN.
- WASHINGTON, FRANKLIN, LINCOLN, ROOSEVELT, and other noble AMERICANS have helped to build our NATION for the benefit of the PEOPLE and now it is for us who come after them to do our share in making AMERICA a still greater country.

### How to Become a Citizen

- 1.—OBTAIN First Papers (Declaration of Intention).
  - FOR INFORMATION or advice on FIRST PAPERS ask your Agent or write to the METROPOLITAN for the Booklet, "How to Take Out Your First Papers."
- 2.—APPLY for Second Papers (Petition for Naturalization).
- 3.—YOU MUST HAVE two citizen witnesses in Court who swear to the length of time you have lived in the United States and State, to your moral character and that you will make a good citizen.
- 4.—YOU MUST PASS a simple test of your knowledge of the United States Government, know something about its history and how your State and City are governed.
- 5.—YOU MUST APPEAR in open Court and swear that you will uphold the principles of the CONSTITUTION and be a loyal AMERICAN.

### REMEMBER!

#### IN ASKING FOR CITIZENSHIP, YOU SWEAR

- THAT YOU will give up any duties, military or civil, you may owe to the ruler of the country from which you came;
- THAT YOUR mind is clear in its true desire to make AMERICA your COUNTRY as well as your home;
- THAT YOU are ready to give your life, if called upon, for the UNITED STATES, the LAND OF LIBERTY;
- THAT YOU are not a Polygamist, which means that you believe in having but one wife at a time;
- THAT YOU are not an Anarchist, which means that you believe in GOVERNMENT, in LAW and ORDER;
- THAT YOU will obey the LAWS of the UNITED STATES, State, City or Town in which you live.

## If You Arrived After June 29, 1906

IF YOU ARRIVED in the United States after June 29, 1906, you must first get from the Government an official paper (Certificate of Arrival) showing when, where and on what ship you came to this country, before you can apply for your SECOND PAPERS.

DO NOT GO to the Clerk of the Court with your witnesses,

until you hear from the Government.

ASK YOUR AGENT or write to the Company for a "Request for Certificate of Arrival," (issued by the Naturalization Service, U. S. Department of Labor).

FILL OUT AND SIGN the first page of the "Request." WRITE ON THE THIRD AND FOURTH PAGES the answers you gave on pages 8, 9, 10 and 11 of this booklet.

MAIL THE PAPER to Commissioner of Naturalization, U. S. Department of Labor, Washington, D. C.

DO NOT SEND your FIRST PAPERS to him.

THE COMMISSIONER will look up the Immigration records and mail a Certificate of Arrival and your papers to the Clerk of the Court named by you.

AT THE SAME TIME he will notify you that he has sent

your papers to the Clerk.

WHEN YOU GET this notice, go to the Clerk of the Court with your two witnesses (take your FIRST PAPERS with you) and apply for your SECOND PAPERS.

TAKE THIS BOOKLET with you.

# If You Arrived Before 1906

GO TO THE CLERK of the Court of the County or District in which you live.

TAKE two witnesses WITH YOU.

TAKE YOUR FIRST PAPERS.

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TAKE THIS BOOKLET, WITH THE ANSWERS ON PAGES 8, 9, 10 AND 11 WRITTEN OUT, TO THE COURT. IT WILL GIVE THE CLERK THE IN-FORMATION HE MUST HAVE FOR YOUR SECOND PAPERS.

# What You Tell the Clerk (Information for Second Papers)

#### Write the Answer on dotted line

My Name is
My Place of Residence is
City or Town County State Where you live now. This must be correct. Read answer over several times to be sure you make no mistakes.
Occupation
I was born at
My last foreign residence was
I emigrated to U. S. from City or Town Country Place where you got on ship (or railroad) to come to America.
On or about, and arrived at the
Port of
THE PROPERTY OF THE PARTY AND

# What You Tell the Clerk

#### Write the Answer on the dotted line

OnOn the Steamer
Give month, day and year when you arrived in the United States.  Name Give name of ship on which you came.
Of theLine
Name of Steamship Company
By 1st Class3d Class3d Class
At which time my Height wasfeetinches
Complexion Color of Hair
Color of Eyes Occupation  Gray, blue, brown or black? What was your work?
Destined to.  City or Town  To what city in the United States were you going?
Accompanied by
If you changed your name, give name under which you came.
I declared my intention (No) to become A Citizen of the United States on
Date
At
[More on Next Page]

# What You Tell the Clerk

[CONTINUED]

Write the Answer on the dotted line.

If not married, write "not" on this line.			
The Name of my Wife is			
She was bornat			
And now resides at			
City or Town State Number Children.			
The Name, When and Where Born, and the Place Where Each of My Children Now Lives, Is:			
NAME DATE PLACE RESIDENCE			
Born at Lives at Give children living, only.			
I now owe Allegiance to			

I am able to speak the English Language.

You must know how to speak English and to write your name.

[More on Next Page]

# What You Tell the Clerk

Write the Answer on the dotted line.

I have resided continuously in United States since, and in State of since  Date Name of State Date Tell exactly when you came to the United States and to the State in which you now live.			
I haveheretofore made Petition for United			
States Citizenship. I previously petitioned for			
Citizenship to the			
Name City			
on, which was denied for the fol-			
State Date			
lowing reason:			
Write "not" on the first line, if it is the first time you are asking			
for Second Papers, and do not answer the rest of this question.			
The Number of My Declaration of Intention			
(FIRST PAPERS) is			
WITNESSES			
NAME OCCUPATION RESIDENCE			
Give the name, occupation and place where they live, of two witnesses, citizens of the United States, who have known you for at least five years and will go with you to the Court.			
SUBSTITUTE WITNESSES			
Give names of two more witnesses, also citizens, who will go			
with you in case your first witnesses cannot come.			

About Taking Out Your Second Papers

- PETITION FOR NATURALIZATION means legally asking for SECOND or CITIZEN PAPERS.
- YOU SHOULD APPLY for your SECOND PAPERS two years after the date of your FIRST PAPERS, but not before you have been five years in the United States.
- THE FIVE YEARS in the UNITED STATES must be continuous. Some Courts have ruled that even if you went abroad for several months during that period you must begin counting the five years from the date of your last arrival in the UNITED STATES.
- YOU MUST BE ONE YEAR in the State in which you live.
- NO MATTER how long you are in the UNITED STATES, you cannot get your SECOND PAPERS before taking out your FIRST PAPERS.
- YOU MUST BE at least 21 years old.
- YOU MUST BE ABLE to speak the English language and write your own name.
- YOU MUST SEE the Clerk in person. You cannot do it by mail or send some one else to do it for you.
- IF YOU DESIRE to change your name, you can do so legally as part of your becoming a citizen. You must ask this in your Petition Papers.
- YOU ARE ASKING to become a citizen, not only of the City and State in which you live, but of the entire UNITED STATES.
- YOU MUST GO to the Court of the place in which you live. You cannot apply for your SECOND PAPERS in Chicago, if you live in New York.
- YOU PAY \$4 to the Clerk of the Court when he makes out the Petition for Naturalization (your official application for SECOND PAPERS). No more, no less. This money goes to the United States.

[MORE ON NEXT PAGE]

- WHEN APPLYING for your SECOND PAPERS to the Clerk of the Court you must bring with you two witnesses, citizens of the United States who have known you personally for at least five years in the United States and during the last year in the State in which you live.
- THE WITNESSES MUST also appear at the time you come before the Court. Substitute witnesses may be used if the original witnesses have since died, moved away or cannot be produced.
- IF YOU LIVE in the State for at least one year but less than five years, your witnesses swear to your living there for that period. The time that you spent of the five years in some other State you must prove before the Court by these or other witnesses or by sworn statements from citizens who have known you there.
- THE WITNESSES ALSO SWEAR that in their opinion you are in every way desirable for citizenship in the UNITED STATES.
- YOU MUST SIGN in your own handwriting the official Petition for Naturalization which the Clerk of the Court fills out.
- AFTER YOU APPLY for SECOND PAPERS, 90 days must pass before the Court gives you a hearing on your Petition. You will receive notice to come to the Court on a certain day, with your two witnesses.
- IF THE COURT GRANTS you Citizen Papers, you must take oath of allegiance to the United States—that is, you must swear that you will be a loyal citizen and uphold the laws of our country.
- THE CLERK WILL GIVE you your CITIZEN PAPERS (officially known as Certificate of Naturalization) showing that you have been made a CITIZEN of the UNITED STATES. There is no charge for the Certificate.

[MORE ON NEXT PAGE]

- WHEN YOU ARE made a CITIZEN, you have all the rights and duties of the native born CITIZEN. The only offices you cannot hold are those of President, and Vice-President of the United States.
- YOU CANNOT OBTAIN your SECOND or CITIZEN PAPERS during the thirty days before Election Day.
- IF YOU LOSE your FIRST or SECOND PAPERS, you may obtain a copy of the original through the Clerk of the Court in which you received them.
- SOLDIERS and SAILORS of the UNITED STATES, who took part in the World War, need no FIRST PAPERS to become CITIZENS, if they apply within one year from the time the last AMERICAN troops are returned from Germany.
- IF YOU WERE BORN in the UNITED STATES, you are a CITIZEN.
- IF YOU ARRIVED in this country before you were 21 years old and your father became a citizen before you had reached that age, you are a CITIZEN also and can vote on your father's PAPERS.
- IF YOU are the wife of an AMERICAN CITIZEN, you are a CITIZEN also; no need to take out your CITIZEN PAPERS.
- UNMARRIED WOMEN and WIDOWS may take out SECOND PAPERS in the same way as men.
- A WIDOW may apply for SECOND PAPERS on the FIRST PAPERS of her husband. Her minor children become CITIZENS through her naturalization.

[More on Next Page]

[CONTINUED]

- WHEN A WOMAN CITIZEN marries an alien, she loses CITIZENSHIP. If her husband becomes a CITIZEN or they are divorced, or he dies, she regains her Citizenship (if she still lives in the UNITED STATES).
- PERSONS NOT BELONGING to the White or Black Race, Anarchists, Polygamists, Criminals, Insane, cannot become CITIZENS.
- TELL THE TRUTH, so that nothing in your papers can be questioned. You will then have no trouble when you come before the Court for your CITIZEN PAPERS.
- YOU SWEAR in your First Papers that you desire to become a CITIZEN of the UNITED STATES. Do not forget, then, to complete your citizenship as soon as you may do so. This is a duty to yourself as well as to AMERICA, in which you now have your home and enjoy the benefits of FREEDOM AND DEMOCRACY.

## Learn English

- IF YOU ARE NOT ABLE to speak, read or write the ENGLISH LANGUAGE, do not lose time. GO TO EVENING SCHOOL; it is free.
- ENGLISH is the language of OUR COUNTRY. You must learn it or you will remain a helpless stranger in our midst.
- THE COURT will not give you the SECOND or FINAL CITIZEN PAPERS if you cannot understand the ENGLISH LANGUAGE.

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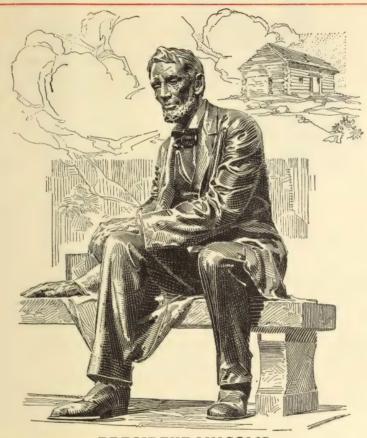
# Study the Constitution

The Constitution of the United States is the Highest Law of the Land. It tells us how we are governed. You must learn what it says to understand the Government of the United States.

### The True American

- THE TRUE AMERICAN believes in LIBERTY, EQUALITY, JUSTICE, HUMANITY.
- THE TRUE AMERICAN believes that LIBERTY does NOT mean to do what you like. HE KNOWS that LIBERTY carries with it a sense of DUTY.
- THE TRUE AMERICAN believes that "ALL MEN ARE CREATED FREE AND EQUAL." He believes in the ARISTOCRACY of the PEOPLE. There are no classes in AMERICA.
- THE TRUE AMERICAN is broad-minded and humane. His HEART and HAND go out to help the helpless. He respects women and the home.
- THE TRUE AMERICAN believes in FREEDOM of RELIGION, FREE SPEECH, FREE PRESS, as the foundation of the LAND. He obeys the RULE of the MAJORITY.
- THE TRUE AMERICAN SAYS: Work, Be Happy, Spend a Little, Save a Little.
- THE TRUE AMERICAN believes in his own ability, but holds that the other fellow is as good as he and should have the same chance to LIFE and HAPPINESS. He believes in EQUALITY of OPPORTUNITY.
- THE TRUE AMERICAN has SELF-RESPECT. He supports himself and his family and conducts himself as a FREEMAN should. He strives to own a HOME.
- THE TRUE AMERICAN is alert and enterprising. No work is too hard for him during working hours, no play too good for him when he is free. He works with a will, and wholeheartedly. He knows what he wants and goes after it. What he begins, he finishes.
- THE TRUE AMERICAN is UPRIGHT and HONEST. He believes in FAIR PLAY, THE SQUARE DEAL, ONE PRICE.
- THE TRUE AMERICAN IS A PATRIOTIC AMERICAN.

## A Man of the People



PRESIDENT LINCOLN said:

America is a Nation

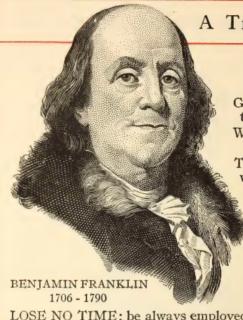
"OF THE PEOPLE

FOR THE PEOPLE

BY THE PEOPLE"

Lincoln was born in a Log Cabin His Life is the Story of a Great and Gentle

MAN OF THE PEOPLE



## A True American

FRANKLIN SAID:

GOD HELPS them that help themselves. WE ARE never too old to learn.

THERE ARE no gains without pains.

ONE TO-DAY is worth two to-morrows.

LET ALL your things have their places; let each part of your business have its time.

LOSE NO TIME; be always employed in something useful RESOLVE TO perform what you ought; perform without fail what you resolve.

IF YOU know the value of money, go and try to borrow some.

FOR AGE and want, save while you may, No morning sun lasts a whole day.

DOST THOU love life? Then do not squander time, for that's the stuff Life is made of.

THINK INNOCENTLY and justly, and if you speak, speak accordingly.

WRONG NONE by doing injuries, or omitting the benefits that are your duty.

TOLERATE NO uncleanliness in body, clothes or habitation.

BE NOT disturbed at trifles, or at accidents common or unavoidable.

Read FRANKLIN'S "POOR RICHARD'S ALMANAC."

You can get it in any public library.

### What You Should Read

- DELOW ARE a few interesting BOOKS that will give you a good idea of the GREAT MEN of AMERICA and the COUNTRY they helped to build up.
- READ THE beautiful story of "The Man Without A Country," and the loving, though sad picture of President Lincoln, in "The Perfect Tribute."
- FRANKLIN, in his "Autobiography," tells the story of his own life in a simple but very charming manner. It is a noble example of plain living and high thinking.
- YOU WILL also find the story of our country very well told in the history books given below.
- THESE ARE but a few of the books you should read. They will make you think about AMERICA. From them you will learn to love AMERICA.
- Lives of: George Washington—Thomas Jefferson—Abraham Lincoln—Alexander Hamilton—U. S. Grant—Theodore Roosevelt — Woodrow Wilson — William H. Taft — Warren G. Harding—Thomas Edison—John Burroughs —Andrew Carnegie—Jacob A. Riis.
- Ideals of the Republic
   Theodore Roosevelt

   The American Commonwealth
   James Bryce

   The American Government
   Frederic Haskin

The Declaration of Independence.

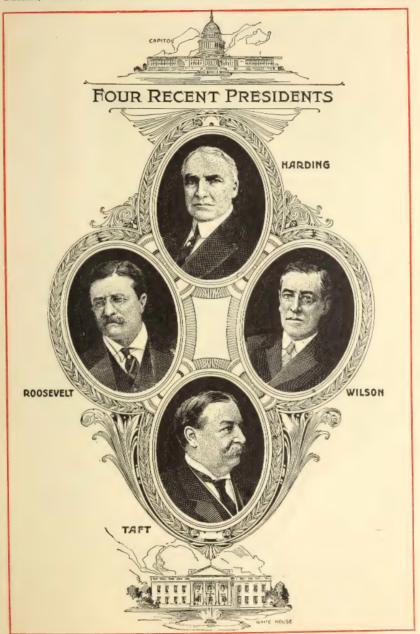
The Constitution of the United States.

You can get these books in any public library.

## A Few Words of Advice to the Coming Citizen

- WE KNOW that you cannot make TRUE AMERICANS by merely telling them to be good CITIZENS.
- THE SPIRIT of the TRUE AMERICAN must grow up in YOUR HEART and MIND. It must become a part of your SOUL.
- WE OFFER these few words of advice to the sincerely serious person who wants to be a TRUE AMERICAN:
- READ an AMERICAN newspaper or magazine and become familiar with the spirit in which it is written.
- TRY to mix with the older AMERICAN.
- GET AWAY, as much as possible, from immigrant centers where Old World subjects are always discussed.
- GO OUT for the NEW, for the AMERICAN topics of conversation.
- READ THE STORY of our COUNTRY; know its big events, its places of national interest, its institutions.
- READ THE DECLARATION OF INDEPENDENCE, the CONSITUTION, the messages of the PRESIDENT and other AMERICAN STATESMEN.
- READ ABOUT the lives of GREAT AMERICANS; know something of our INVENTIONS, our PRODUCTS, our COMMERCE.
- READ THE LITERATURE of AMERICA; attend public school lectures, visit our MUSEUMS, our NATURAL WONDERS.
- IF YOU WILL FOLLOW THIS ADVICE, if you will let yourself into the *spirit* of AMERICA, you will be surprised how quickly you will act like an AMERICAN, be proud of YOUR COUNTRY, and do your FULL DUTY toward it.
- AS YOU BEGIN to GET this spirit, you will begin to GIVE something to AMERICA—you will begin to take your part in making AMERICA a greater NATION.

#### MAKE AMERICA YOUR COUNTRY AS WELL AS YOUR HOME



### The United States of America

PRESIDE	NTS		
George Washington1789	James Buchanan 1857		
John Adams1797	Abraham Lincoln1861		
Thomas Jefferson1801	Andrew Johnson 1865		
James Madison1809	Ulysses S. Grant1869		
James Monroe1817	Rutherford B. Hayes 1877		
John Quincy Adams1825	James A. Garfield1881		
Andrew Jackson1829	Chester A. Arthur1881		
Martin Van Buren1837	Grover Cleveland1885		
William H. Harrison 1841	Benjamin Harrison1889		
John Tyler1841	Grover Cleveland1893		
James K. Polk1845	William McKinley1897		
Zachary Taylor1849	Theodore Roosevelt1901		
Millard Fillmore 1850	William H. Taft1909		
Franklin Pierce1853	Woodrow Wilson 1913		
Warren G. Harding 1921			

#### THE UNITED STATES

	TITE OTHER PETER	40	
Alabama	Maine	Ohio	
Arizona	Maryland	Oklahoma	
Arkansas	Massachusetts	Oregon	
California	Michigan	Pennsylvania	
Colorado	Minnesota	Rhode Island	
Connecticut -	Mississippi	South Carolina	
Delaware	Missouri	South Dakota	
Florida	Montana	Tennessee	
Georgia	Nebraska	Texas	
Idaho	Nevada	Utah	
Illinois	New Hampshire	Vermont	
Indiana	New Jersey	Virginia	
Iowa	New Mexico	Washington	
Kansas	New York	West Virginia	
Kentucky	North Carolina	Wisconsin	
Louisiana	North Dakota	Wyoming	
Alacks and Hawaii'ere Torritories, Porte Pige is a District:			

Alaska and Hawaii are Territories; Porto Rico is a District; the Philippines, a Possession.

POPULATION OF THE UNITED STATES Census of 1920

105,708,771

### American National Airs

#### STAR-SPANGLED BANNER.

Oh! say, can you see By the dawn's early light, What so proudly we hail'd At the twilight's last gleaming? Whose broad stripes and bright stars. Through the perilous fight, O'er the ramparts we watched Were so gallantly streaming? And the rocket's red glare, The bombs bursting in air, Gave proof through the night That our flag was still there. Oh! say, does that Star-spangled Banner vet wave, O'er the land of the free. And the home of the brave? FRANCIS SCOTT KEY.

#### AMERICA.

(My Country, 'tis of thee)

My country, 'tis of thee,
Sweet land of liberty,
Of thee I sing;
Land where my fathers died,
Land of the Pilgrim's pride,
From ev'ry mountain side
Let freedom ring.

My native country, thee,
Land of the noble free,
Thy name I love;
I love thy rocks and rills;
Thy woods and templed hills;
My heart with rapture thrills
Like that above.

SAMUEL F. SMITH.

## The American Flag: Its Meaning

- THE AMERICAN FLAG is known as THE STAR-SPANGLED BANNER, or THE RED, WHITE and BLUE.
- IT WAS BORN and has grown with the UNITED STATES.
- IT IS a living EMBLEM of the historic growth of the AMERICAN NATION.
- IT STANDS for the LOYALTY, the HEROISM, the NOBLE VISION of AMERICAN MANHOOD and WOMANHOOD.
- EVERY STRIPE, STAR, COLOR, in it, means something vital to the life of the AMERICAN PEOPLE.
- THE THIRTEEN STRIPES stand for the thirteen ORIGINAL COLONIES that banded together to fight for FREEDOM and DEMOCRACY.
- THE RED STRIPES stand for the COURAGE and BRAVERY of the SONS of AMERICA, who have given their lives that LIBERTY may live.
- THE WHITE STRIPES stand for FREEDOM and PEACE, which all true CITIZENS of AMERICA hold sacred.
- THE BLUE FIELD means the LOYALTY of AMERICAN CITIZENS to the principles of our GOVERNMENT; their readiness to uphold the CONSTITUTION of our country, and their devotion to the FLAG.
- THE STARS represent the STATES in the UNION, showing how AMERICA has grown from thirteen Colonies in 1776—when she declared herself a free people—to 48 States, now.



THE AMERICAN FLAG was officially authorized by the Continental Congress, June 14, 1777. Betsy Ross, of Philadelphia, is said to have made the first flag, at the request of General Washington.

( Naturalization )



