

103. If any corporation whatever upon which process has been served as herein prescribed shall fail to appear during the term to which such process shall be returned, or by the second day of the succeeding term, judgment by default shall be entered against such corporation, and the amount of the claim of the plaintiff ascertained by a jury of inquiry or otherwise, as in other cases on judgments by default.

104. When any of the clerks of any of the courts within this State shall be required to issue any writ or process whatever, to be served in any other county than that in which he is clerk, he shall issue the same directed to the sheriff, coroner, or other proper officer of such other county to whom the same ought to be directed, and shall immediately enclose such process in a letter or cover, sealed up and addressed to the clerk of the Circuit Court of such other county, or the clerk of the Superior Court of Baltimore city, and on the back thereof shall endorse his name as clerk of the court from which it issues, and shall forthwith deposit the same in the next post office, to be conveyed by the ensuing mail to the post office at or nearest to which the clerk of such other court shall reside: and in such letter or cover shall be written the usual docket entry of such process, so as to show the parties concerned, and the nature and purpose thereof.

105. Each clerk of the Circuit Courts for the several counties, and the clerk of the Superior Court of Baltimore city, shall send to the post office nearest his residence daily, (if mails arrive at said office daily,) and if not, as often as they arrive, and inquire for letters and covers addressed to him; and if he receive any writ or process, he shall immediately endorse the time when he receives the same, and with all convenient speed deliver the same to the sheriff or other officer to whom the same may be directed, and shall also endorse thereon the time of such delivery.

106. Every clerk who shall receive and deliver any writ or process as directed in the preceding section, shall transmit by the mail, and in due time before the session of the court to which such process shall be returnable, a certificate under his hand and seal of office, setting forth the receipt of such process, (which he shall describe in the manner in which it is written in the letter or cover which contained the same,) the time when he received the same, the delivery thereof to the officer to whom it was directed, and the time of such delivery; which certificate he shall seal up and address to the clerk of the court to which the