

## ORDER OF THE POSTMASTER GENERAL

### REGISTERED MAIL TO OVERSEAS A. P. O.'S Expansion of Service and Provision for Indemnity

ORDER No. 25576; DATED AUGUST 8, 1944.

In accordance with a request of the War Department, the instructions in that portion of Order No. 19687 of the Postmaster General dated January 7, 1943, under the caption "Discontinuance of Insurance and C. O. D. Services and Curtailment of Registry Service for Army Personnel" are hereby rescinded and the following instructions substituted:

"No matter addressed to members of the Army or other persons receiving mail through A. P. O.'s overseas shall be accepted as insured or C. O. D. mail.

"Letters or packages containing money or other articles addressed to persons receiving mail through A. P. O.'s outside the continental United States will be refused registration except for the following:

"(a) Valuable or important papers.

"(b) Small articles of intrinsic value. (These registered articles must be sealed and bear the first-class rate of postage and be prepared adequately for overseas shipment in parcels weighing not more than eight ounces, and the mailing (not registration) thereof must be specifically requested by the addressees.) The registration service authorized in this paragraph is intended to cover the mailing of such items as watches, eyeglasses or fountain pens, especially desired and not readily available overseas. (Food stuffs, including candy, will not be accepted for dispatch to A. P. O.'s outside the continental United States under the provisions of this paragraph.)

"Indemnity is payable when applicable.

"The restrictions in connection with the use of the registry, insurance, and C. O. D. services do not apply to official shipments and shipments to military agencies overseas, nor to any mail from A. P. O.'s outside the continental United States to points in the United States or to other A. P. O.'s.

"During the period September 15 to October 15, 1944, inclusive, the requirement of a request is waived when accepting for registration parcels addressed to overseas A. P. O.'s containing small articles of intrinsic value other than food stuffs including candy, weighing not more than eight ounces, sealed and bearing first class rate of postage, and the registry provisions of the POSTAL BULLETIN notice of June 2, 1944, relating to the acceptance of Christmas parcels without request during that period are modified in accordance herewith.

"The public should be warned that the exportation of currency to most overseas A. P. O.'s is prohibited, and it is not advisable to inclose currency in any letters. The use of money order service for remittances is recommended."

## INSTRUCTIONS OF THIRD ASSISTANT POSTMASTER GENERAL

### MAIL FOR ARMY PERSONNEL OVERSEAS

At the request of the War Department the provision for the acceptance of small packages, not exceeding 8 ounces in weight as ordinary mail, when prepaid at the first-class rate, for mailing to members of the armed forces overseas, without a request for the articles so sent, as set forth in the first paragraph of the notice appearing in the POSTAL BULLETIN of March 12, 1943, is hereby modified, and postmasters are informed that hereafter this provision will not apply to such packages containing foodstuffs, including candy.

The arrangement under which small packages were accepted for mailing without the presentation of a request from the addressee was established in order to facilitate the sending of small essential articles, as indicated in the POSTAL BULLETIN notice above mentioned. However, the number of gift packages containing foodstuffs and candy became so great as to place a severe strain on the facilities available for their transmission overseas. Furthermore, many of these packages were not packed securely and, consequently, did not carry well in the mails.

Foodstuffs and candy in ordinary parcels not exceeding 5 pounds in weight or 15 inches in length or 36 inches in length and girth combined may be continued to be accepted subject to the general requirement that a request therefor from the addressee must be presented at the time the

packages are mailed. This does not modify the arrangement under which Christmas parcels may be sent without a request therefor, as provided in the notice published in the POSTAL BULLETIN of June 2, 1944.

Postmasters will be governed accordingly in future.

### OFFICIAL MAILINGS OF THE WAR AND NAVY DEPARTMENTS

While section 4 of Public Law 364 approved June 28, 1944, published in the POSTAL BULLETIN of July 4, 1944, provides that parcels of official matter exceeding four pounds in weight, with certain exceptions, shall not be admitted to the mails free of postage under the penalty privilege, this does not apply to the War and Navy Departments for the duration of the War and 6 months thereafter, and therefore official matter mailed by those Departments may be accepted at any post office under the penalty privilege free of postage in parcels not exceeding the limits of weight and size for mail matter, namely, 70 pounds and 100 inches in length and girth combined.

In this connection the following statement of policy as to the utilization of the mails for official shipments is quoted from a War Department circular:

"3. The foregoing has the effect of eliminating the present necessity of paying postage on domestic official mailings weighing between 4 and 70 pounds. Advantage of this saving will be taken where practicable, though parcel post will not normally be utilized:

"a. For shipments intended for troop units under oversea movement orders addressed to Ports of Embarkation and Holding and Reconsignment Points, or

"b. For other shipments if transportation is available involving less expense to the Government than that entailed in handling the shipment in the mails, e. g., Government vehicles making the journey for other purposes, or freight or express service when satisfactory deliveries may be expected and Post Office Department representatives advise that saving to the Government would result."

### PENALTY MAIL OF DEPARTMENT OF AGRICULTURE

Permit No. 1001 has been granted the Department of Agriculture to prepare or procure, otherwise than under contracts awarded by the Postmaster General or from the Government Printing Office, envelopes, labels, cards, or other articles, including those mailed without cover, bearing the indicia required by the Postal Laws and Regulations on matter to be mailed free of postage under the penalty privilege in accordance with the conditions governing this procedure and the acceptance of such matter as set forth in the Act of June 28, 1944 (Public Law 364), orders of the Postmaster General, Nos. 25157 and 25569, published in the POSTAL BULLETINS of July 4 and August 8, 1944, and "Instructions of the Third Assistant Postmaster General and the Comptroller" published in the POSTAL BULLETINS of July 25 and August 8, 1944.

This permit authorizes the acceptance of such mailings at any post office in the United States. The permit number should be shown in connection with the return card, below the words "Official Business" in the upper left corner of all envelopes, labels, cards, and other articles prepared or procured under this permit by the Department of Agriculture or any of its field officers or activities. Each item so prepared should also be assigned a form number or symbol and this, together with the date of preparation or procurement and the quantity, should be imprinted on the item as, for example, "Form — 7/44-5000."

The attention of postmasters is directed to the instructions of the Comptroller, which appear elsewhere in this issue of the POSTAL BULLETIN, setting forth the procedure to be followed in the preparation and rendition of reports covering penalty matter prepared or procured and mailed under permit.

## INSTRUCTIONS OF FOURTH ASSISTANT POSTMASTER GENERAL

### CHRISTMAS MAILING TIME FOR PACKAGES TO ARMED FORCES OVERSEAS LOBBY DISPLAY OF POSTER AUTHORIZED

All postmasters are authorized to display in a prominent location in post office lobbies from the date of receipt until October 15, 1944, the poster entitled "Christmas Mailing Time—Packages for Our Armed Forces Overseas Must Be Mailed Between September 15–October 15." The poster should be displayed in such manner as not to mar or deface the walls or woodwork.

**CHANGE PART I, POSTAL GUIDE**

*Change No. 62*

The heading for list of maps on page 123 should read "Post Route Maps," not "Rural Delivery Maps." The maps listed are described in the paragraphs immediately preceding the list. The "Note" stating that "rural delivery routes are not indicated on these post route maps" is correct and the heading "Rural Delivery Maps" is a typographical error. A description of rural delivery maps is given on page 124.

**INSTRUCTIONS OF THE SOLICITOR**

**REVOCAION OF FRAUD ORDER**

*(Brown Remedies Company)*

On August 4, 1944, Order No. 19992, dated February 6, 1943, forbidding the delivery of mail matter and the payment of money orders to Brown Remedies Co.; Dr. Brown; J. A. Brown; J. A. B., and their officers and agents as such, at Bremond, Tex., was revoked in so far as it affects the personal name of J. A. Brown.

All mail matter hereafter received for J. A. Brown should be delivered in the regular way.

**FRAUD ORDER NOTICE**

*Fand Publishing Co. et al.*

On August 4, 1944, a fraud order was issued against Fand Publishing Co., Elliott Publishing Co., Swift's, King's, Leed's, Masters, and Triangle, and their officers and agents as such, at New York, N. Y.

All mail addressed to these concerns and parties should be returned to senders stamped "FRAUDULENT: Mail to this address returned by order of Postmaster General," and no money orders in favor of said concerns and parties should be issued or paid.

**INSTRUCTIONS OF THE COMPTROLLER**

**REPORTS OF PENALTY MATTER PREPARED AND MAILED UNDER PERMIT**

Copy of Public Law 364, governing the mailing of matter bearing penalty indicia, and Order No. 25157 issued by the Postmaster General in connection therewith were published in the *POSTAL BULLETIN* of July 4, 1944. Joint instructions issued by the Third Assistant Postmaster General and the Comptroller were published in the *POSTAL BULLETIN* of July 25, and these instructions were amended by a notice which appeared in the *POSTAL BULLETIN* of August 8, 1944.

**Statements of Mailings**

Postmasters should note carefully that statements of mailings on Form B/A-47 are required only for matter mailed under permit. Permits are not required for envelopes purchased under contracts made by the Postmaster General or for penalty matter procured from or through the Government Printing Office. All matter prepared, procured or mailed under permit should bear, in the left corner beneath the words, "Official Business," the permit number issued to the mailer. The statement of mailing should bear the corresponding number.

The notice published in the *POSTAL BULLETIN* of August 8, 1944, authorized the acceptance of statements of mailings quarterly, instead of daily, when the circumstances warrant and arrangements therefor are made through the local postmaster. Postmasters should, as a general practice, accept statements quarterly upon request of any permit holder.

Each postmaster should maintain a list of the permit holders who have been authorized to mail matter at his office under permit, and the list should be endorsed to indicate those permit holders who have been authorized to furnish statements of mailings quarterly. The list should include the number of each permit and the name of the department or agency to which issued. The names and numbers will be secured from either the copies of the permits issued by the Third Assistant Postmaster General or from *BULLETIN* notices containing the numbers of permits under which matter can be deposited in any post office in the United States. Space is provided on the reverse side of Form B/A-47 for the verification of

mailings but postmasters will not be required nor expected to verify such mailings unless some development arises to justify verification of the mailings of a particular permit holder. Irregularities in the preparation of statements of mailings by permit holders or failure to comply with the instructions issued in connection therewith should be reported promptly to the Department.

**Submission of Statements of Mailings to the Department**

Promptly after the close of each month all statements of mailings, Form B/A-47, will be listed on an adding machine tape, or other similar list, and transmitted to the Bureau of Accounts, Post Office Department, Washington 25, D. C. Where there are 10 or more statements covering mailings under the same permit number, a separate list should be made of all statements bearing the same permit number, and a summary list should be prepared showing the grand total for the several lists. No information need be shown on these lists other than the name of the reporting office, the month during which the mailings represented by the statements were made (as "August 1944"), the total number of pieces shown on each statement (on the line opposite the word "TOTAL" on Form B/A-47), and a grand total of the number of pieces shown on all the statements for the month.

**Inventory Forms and Reports of Penalty Matter Produced**

The inventory reports, Form B/A-46, and the statements of matter prepared or procured under permit, Form B/A-48, will not be distributed through postmasters, nor will such forms be furnished postmasters, except those at offices where matter bearing the penalty indicia are printed, mimeographed or prepared in some other manner. A supply of Forms B/A-46 will be furnished each department or agency at the end of each fiscal year and the necessary supply of Form B/A-48 can be procured through request directed to the Bureau of Accounts by the department or agency who has need for such forms.

**Penalty Matter Prepared or Produced by Postmasters**

Permit No. 1000 has been assigned for use of the Post Office Department and this number will be inserted in parenthesis beneath the words "Official Business" on the left corner of each piece of matter bearing the penalty indicia which is prepared or procured other than through contracts made by the Postmaster General or from or through the Government Printing Office. Certain of the larger offices where printing or other similar equipment is provided occasionally prepare cards, tags, labels and other similar items bearing the penalty indicia. All matter of this character should be imprinted, as indicated herein, to show that it was produced under permit No. 1000, and the postmaster at each office where such matter is prepared must submit report thereof at the close of each quarter to the Bureau of Accounts. These reports shall be rendered on Form B/A-48, a supply of which will be furnished upon request of any postmaster at an office where penalty matter is mimeographed, printed or produced locally in any other matter.

**Inquiries Concerning the Application of Public Law 364**

Any necessary inquiries concerning the preparation and submission of reports required for the determination of the number of pieces of penalty matter produced or mailed should be directed to the Bureau of Accounts.

Questions involving the use of the penalty privilege or the issuance of permits should be directed to the Bureau of the Third Assistant Postmaster General.

<b>POST OFFICE CHANGES</b>	<b>POST OFFICE STATIONS</b>
Unit Change WEST VIRGINIA New, Unit 1473 (not 1423).	Established VIRGINIA Norfolk: The following money-order unit of Fleet Post Office will be established effective Aug. 15, 1944: Unit 1, 83146.
<b>POST OFFICE BRANCHES</b>	
Established NEW YORK New York: X8913. 13989 (money-order business only) effective Aug. 21, 1944. New York: X8914. 13988 (naval post office) without money-order facilities, effective Aug. 15, 1944.	<b>BUY WAR BONDS</b>

**MAILINGS OF CHRISTMAS GIFTS**  
to  
**ARMED FORCES OVERSEAS**  
**SEPTEMBER 15 TO OCTOBER 15**