

INSTRUCTIONS OF DEPUTY POSTMASTER GENERAL

MAIL FOR THE AMERICAN HEART ASSOCIATION

Heart disease is the leading cause of death in the United States, causing one out of every three deaths. The total of 626,000 deaths from heart disease in 1947 (the last year for which complete figures are available) was greater than the toll from the next five leading causes of death combined.

To meet this problem, with which every part of the Nation is concerned, the American Heart Association has developed a plan of action which gives highest priority to scientific research. The plan is rounded out through a Nation-wide program of education and community service, a great deal of which work is conducted under the direct supervision of local heart associations which are strategically located throughout the country.

As with other national voluntary health organizations, the American Heart Association is supported entirely by public contribution of funds, to attract which the Association conducts in February of each year a special fund-raising campaign.

During the campaign, national publicity will be conducted by way of newspapers, magazines, radio, and television, and the following uniform phrase will be used: "Send your contribution to HEART, care of your local postmaster."

All letters addressed in this manner, when received at any post office in a State, shall be forwarded to the central accounting post office in the city designated opposite the name of that State, as shown below. They will be delivered to the authorized agent of the American Heart Association in a designated city in each State, in accordance with instructions given by letter to the postmaster of that city. Such letters received at any local post office should be forwarded daily to the designated State central accounting post office. When three or more are being forwarded, they should be sent under cover of a penalty envelope or label. Any short-paid or unpaid letters should be rated with deficient postage.

State where mailed	Post office to which forwarded	State where mailed	Post office to which forwarded
Alaska	Seattle, Wash.	Nebraska	Omaha.
Alabama	Birmingham.	Nevada	Reno.
Arizona	Phoenix.	New Hampshire	Concord.
Arkansas	Little Rock.	New Jersey	Newark.
California	San Francisco.	New Mexico	Albuquerque.
Colorado	Denver.	New York	New York.
Connecticut	New Haven.	North Carolina	Charlotte.
Delaware	Wilmington.	North Dakota	Fargo.
District of Columbia	Washington.	Ohio	Cleveland.
Florida	Jacksonville.	Oklahoma	Oklahoma City.
Georgia	Atlanta.	Oregon	Portland.
Hawaii and Samoa	Honolulu, T. H.	Pennsylvania	Philadelphia.
Idaho	Boise.	Puerto Rico and Virgin Islands	San Juan, P. R.
Illinois	Chicago.	Rhode Island	Providence.
Indiana	Indianapolis.	South Dakota	Sioux Falls.
Iowa	Des Moines.	South Carolina	Columbia.
Kansas	Topeka.	Tennessee	Nashville.
Kentucky	Louisville.	Texas	Dallas.
Louisiana	New Orleans.	Utah	Salt Lake City.
Maine	Portland.	Vermont	Burlington.
Maryland	Baltimore.	Virginia	Richmond.
Massachusetts	Boston.	Washington	Seattle.
Michigan	Detroit.	West Virginia	Charleston.
Minnesota	Minneapolis.	Wyoming	Cheyenne.
Mississippi	Vicksburg.	Wisconsin	Milwaukee.
Missouri	Saint Louis.		
Montana	Helena.		

Postmasters are requested to give this matter careful and personal attention and cooperate in every possible way in this worthy project. There will be no exceptions made to the instructions contained herein relative to disposal of these letters.

MAIL ADDRESSED TO FAIRBORN, OHIO

Effective January 1, 1950, the communities of Fairfield and Osborn, Ohio, were consolidated and the combined communities now bear the name "Fairborn."

Pending a decision as to the manner in which postal service should be provided for this newly chartered city, all mail addressed to Fairborn, Ohio, should be dispatched to Osborn, Ohio.

INSTRUCTIONS OF ASSISTANT POSTMASTERS GENERAL

CLAIMS FOR INDEMNITY TO BE SUBSTANTIATED

Claims for indemnity covering the loss, rifling, or damage to international registered, insured, and ordinary (Americo-Spanish) mail are frequently received by the Department without the report from the addressee on which the claims are based, resulting in delay in adjustment, particularly in cases

in which the addressee cannot be located or in which difficulty is experienced in obtaining reply from foreign postal administrations.

In accordance with the instructions in paragraph 3 (c), section 99, page 65 of the July 1949 Postal Guide, Part II, the report must be submitted for possible use in lieu of the usual declaration of addressee. In loss cases the report should be dated a reasonable time after the mail involved would have been delivered in regular course.

Postmasters are requested to take the necessary steps to assure that the sender understands the importance of furnishing such reports to be submitted with the claim papers at the time claim is instituted.

PAUL AIKEN, *Assistant Postmaster General.*

FORMS 3849-D MUST BE ISSUED FOR UNDELIVERED C. O. D. MAIL WHEN REQUESTED BY SENDERS

Complaints continue to be received that postal employees frequently fail to comply with the printed instructions on c. o. d. mail directing that notices of nondelivery on Forms 3849-D be issued to the senders, or to their designated representatives whose names and addresses appear on the mail.

Postmasters and supervisory employees are urged to give this matter such corrective attention as will assure strict compliance with the provisions of Section 64.37, paragraph (b), Postal Laws and Regulations, 1948.

STOLEN CANADIAN MONEY-ORDER FORMS

Blank money-order forms Nos. 592-81120 to 592-81200, inclusive, have been reported stolen from post office No. 9497, Newton Station, British Columbia, Canada.

If any of them are presented the postmaster will refuse payment and notify the inspector in charge of his district.

Postmasters are cautioned especially that these money-order forms are not printed for a specific office and may be filled in to show any post office in Canada as the office of issue.

STOLEN MONEY-ORDER FORMS

Since October 1, 1949, blank domestic money-order forms printed for use at the offices named below have been reported stolen.

Beloit, Sta. 1, Wis., 252919 to 253000; December 25, 1949.

Chicago, Sta. 238, Ill., 89647 to 89800; November 12, 1949.

Cuzick, Ky., 1447 to 1600; December 11, 1949.

Labadie, Mo., 71529 to 71800; October 23, 1949.

Mountairy, Tenn., 27001 to 27200; October 24, 1949.

Philpot, Ky., 99043 to 99200; November 16, 1949.

Rome, Ill., 17801 to 18000; December 18, 1949.

Seattle, Sta. 38, Wash., 122452 to 122600; December 11, 1949.

Slate, Va., 8401 to 9000; December 11, 1949.

VERDIGRIS, OKLA., 24798 to 25000; January 2, 1950.

Williamson, East Williamson Sta., W. Va., 86579 to 86600; December 7, 1949.

In this connection the attention of postmasters is directed to the instructions appearing under the heading "Stolen Forms," chapter 17, paragraph 12, page 401 of the Manual of Instructions for Postal Personnel and the provisions of section 71.23, Postal Laws and Regulations.

3-CENT SAMUEL GOMPERS COMMEMORATIVE STAMP

The Department will issue a 3-cent stamp through the Washington, D. C., post office, on January 27, 1950, in honor of Samuel Gompers.

The stamp will be 0.85 by 0.98 inch in dimensions, arranged vertically, printed by the rotary process in purple, electric-eye perforated, and issued in sheets of 70 subjects. The printing of 112,000,000 Samuel Gompers stamps has been authorized.

The central design of the stamp is a portrait of Samuel Gompers arranged in a frame of Colonial design with a spray of laurel leaves over the lower left portion. Below the portrait is the name "Samuel Gompers" in white Gothic on a dark background. The denomination "3¢" in the same style appears in the lower right corner. Above the portrait in dark Gothic is the wording "United States Postage."

Stamp collectors desiring first day cancellations of this stamp may send a limited number of addressed envelopes, not in excess of 10, to the Postmaster, Washington, D. C., with postal note or money order remittance to cover the cost of the stamps to be affixed. **Postage stamps and personal checks will not be accepted in payment.** Envelopes submitted should be of

EXPEDITE THE COMPLETION AND ADJUSTMENT OF CLAIMS FOR INDEMNITY

ordinary letter size and each must be properly addressed. An enclosure of medium weight should be placed in each envelope and the flap either sealed or turned in. An outside envelope must not be sent for return of first-day covers. The envelope to the Postmaster, Washington, D. C., should be endorsed "First Day Covers." Collectors should refrain from requesting hand cancellations since covers will be machine cancelled so far as practicable. Orders for first-day covers must not include requests for uncanceled stamps.

For the benefit of collectors desiring stamps of selected quality for philatelic use, the 3-cent Samuel Gompers commemorative stamp will be available at the Philatelic Agency, Post Office Department, Washington 25, D. C., on and after January 27, 1950. To insure prompt shipment, mail orders to the Agency should include no other stamp issues. **The Philatelic Agency does not service first day covers.**

Postmasters at direct and central-accounting post offices will receive an initial supply of the Samuel Gompers stamps on orders prepared in the Department. Therefore, postmasters at these offices will not submit requisitions for the same. Direct and central-accounting postmasters are furnished commemorative stamps as fast as they can be manufactured. They are, therefore, requested to refrain from reporting the nonreceipt of shipments until a reasonable time has elapsed after the first day of issue.

Postmasters at district-accounting post offices may obtain needed quantities of the 3-cent Samuel Gompers commemorative stamps by requisition on the central-accounting postmaster.

Postmasters will please post a copy of this notice on the bulletin board, give information to the press, and notify all local stamp clubs regarding the issuance of the 3-cent Samuel Gompers commemorative stamp.

Postmasters are cautioned not to place the stamp herein announced on sale before January 28, 1950.

JOSEPH J. LAWLER, *Assistant Postmaster General.*

INSTRUCTIONS OF THE SOLICITOR

FICTITIOUS ORDER NOTICE

Pictures of Hollywood

On December 28, 1949, a fictitious order was issued against Pictures of Hollywood, and its officers and agents as such, at Los Angeles, Calif.

All mail addressed to this name should be returned to senders, stamped "Fictitious."

FRAUD ORDER NOTICE

H. Studley

On December 28, 1949, a fraud order was issued against H. Studley, G. H. Studley, Mr. H. Studley, and Mr. G. H. Studley, at Marshall, Mich.

All mail addressed to this party 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 party should be issued or paid.

AMENDMENT TO THE POSTAL LAWS AND REGULATIONS

APPOINTMENT AND REMOVAL OF POSTMASTERS

INSERT No. 36.

ORDER No. 42285; DATED JANUARY 3, 1950.

Paragraph (b), § 137.2, Postal Laws and Regulations of 1948, is amended to read as follows:

"(b) *In classified service.*—Postmasters of the first, second, and third classes shall hereafter be appointed in the classified service without term by the President by and with the advice and consent of the Senate: *Provided*, That postmasters of the fourth class, appointed in the classified civil service, whose offices advance to a higher class, and postmasters of other classes, appointed in the classified civil service, whose offices are relegated to the fourth class, shall continue to serve under their original appointment until a vacancy occurs by reason of death, resignation, retirement, or removal, in which event the appointment shall be made as provided in section 2 of the act [paragraph (c) of this section]." (Sec. 1, 52 Stat. 1076; 39 U. S. C. 31a; Public Law 29, approved Mar. 29, 1949.)

CHANGE—POSTAL GUIDE 1949—PART II

CZECHOSLOVAKIA—IMPORTATION OF POSTAGE STAMPS

CHANGE No. 113.

Page 146.—The paragraph added at the beginning of the subcaption "Prohibitions" by Change No. 70, printed in the POSTAL BULLETIN of November 15, 1949, is superseded by the following:

"Postage stamps may be sent to Czechoslovakia only if addressed to members of philatelic organizations for their own collections. Shipments are limited to not more than 250 stamps or stamped papers not exceeding 500 Czechoslovak crowns in value, and may not include any uncanceled valid Czechoslovak stamps.

"The shipments will not be admitted into Czechoslovakia unless they bear a special green label with the words 'Timbres-Poste' (postage stamps) in red and showing the serial number of the addressee and the number of the particular shipment. The labels must be obtained by the addressee from the 'Orbis' registration office in Prague, and sent to the sender in this country."

**Handle all sacks of parcel post with care in view of
possible fragile contents**