



POSTAL BULLETIN

INFORMATION FOR ALL POSTAL EMPLOYEES



LXXVI

Washington 25, D. C., Thursday, March 24, 1955—Two Pages

19828

Postmasters' Requests For Leave

Effective April 1, 1955, in areas under regional management the leave records of postmasters will no longer be maintained by inspectors in charge. Request for leave shall be made to district managers on Form S. F. 71 (CSC) by postmasters at offices of the first, second and third classes, and on revised Form 3957-F by postmasters at offices of the fourth class.

The forms shall be submitted to the district manager in quadruplicate. He will retain the original, return the first copy to the postmaster, send the second copy to the Regional Controller, and the third copy to the appropriate inspector in charge.

In areas not under regional management, postmasters shall continue to submit requests for leave to inspectors in charge. As soon as new regions are activated, district managers shall take over maintenance of leave records. There shall be an appropriate transfer of existing leave records from inspectors in charge consistent with this order. This transfer shall be to the regional director or regional operations manager who will make distribution of such records to district managers.

Chapter 2, article 100, Postal Manual, will be appropriately amended.

International Registry Return Receipts

Registered articles addressed to other countries bearing requests for return receipts are received in increasing numbers at exchange offices **without Form 2865**. This necessitates work on the part of the exchange offices in making replacements. It is required that Form 2865 be fastened securely to the outside of the article.

Postmasters must impress upon accepting employees the importance of properly securing the return receipt to the articles to which they relate, particularly bulky envelopes.

Preparation of POD Form 41

All first- and second-class post offices must complete and submit POD Form 41, March 1955, Statement of Unpaid Obligations, to their Regional Accounting Office not later than April 8, 1955. The purpose of this special report is to obtain the amount of unpaid fiscal year 1955 obligations which were not included in postal accounts for the months of July 1954 through March 1955. The payroll for the period March 16-31, 1955, must be included in this report, along with all other unpaid expenses, such as rents, supplies, etc., which were incurred prior to March 31, 1955.

Motor vehicle invoices, rents, and payrolls are being paid at Regional Controllers' offices for certain post offices. These post offices will not show an unpaid obligation amount for any item that will be paid at the Regional Controller's office.

Copies of POD Form 41, together with instructions for its completion, will be furnished without requisition. However, in the event an office does not receive a supply of POD Form 41 by April 5, 1955, immediately contact your Regional Accounting Office.

The above instructions do not change the requirements for submitting Forms 1550-C, 1550-C/A, or 1550-S/C.

POST OFFICE CHANGES

Discontinued—Third Class

MINNESOTA

26-15900. Cedar Mills, Meeker County. Effective Apr. 30, 1955. Mail to Hutchinson.

PENNSYLVANIA

41-87520. Vanport, Beaver County. Effective Apr. 30, 1955. Mail to Beaver.

Discontinued—Fourth Class

ALASKA

02-53430. Latouche, Third Judicial Division. Effective Mar. 31, 1955. Mail to Cordova.

IDAHO

15-13000. Cameron, Nez Perce County. Effective Apr. 30, 1955. Mail to Kendrick.

Airmail Equipment

Due to the existing shortage of domestic airmail equipment, all postmasters must dispatch equipment not needed for regular authorized airmail dispatches to their designated concentration points or mail bag depositories.

POST OFFICE CHANGES

Discontinued—Fourth Class

LOUISIANA

21-33410. Gandy, Sabine Parish. Effective Apr. 30, 1955. Mail to Florien.
21-63830. Mount Lebanon, Bienville Parish. Effective Apr. 30, 1955. Mail to Gibsland.

MICHIGAN

25-72100. Owaspippe, Muskegon County (summer office). Effective May 31, 1955. Mail to Whitehall.

MISSOURI

28-53700. Minimum, Iron County. Effective Mar. 31, 1955. Mail to Annapolis.
28-81240. Viburnum, Iron County. Effective Mar. 31, 1955. Mail to Steelville.

NEW MEXICO

34-05250. Atarque, Valencia County. Effective Apr. 30, 1955. Mail to Fence Lake.
34-17850. Collins Park, Catron County. Effective Apr. 15, 1955. Mail to Horse Springs.
34-42420. Ima, Quay County. Effective Apr. 30, 1955. Mail to Cuervo.

NEW YORK

35-31350. Gayhead, Greene County. Effective Mar. 31, 1955. Mail to Leeds.

PENNSYLVANIA

41-48160. Lords Valley, Pike County. Effective Mar. 31, 1955. Mail to Hawley.

VIRGINIA

51-64560. New Upton, Gloucester County. Effective Mar. 31, 1955. Mail to Pinero.

WASHINGTON

54-73080. Rocklyn, Lincoln County. Effective Apr. 30, 1955. Mail to Davenport.

Modify—Discontinued—Fourth Class

MINNESOTA

26-94700. Vesell, Rice County. The order discontinuing this office May 31, 1955, is hereby modified to show the effective date as June 30, 1955.

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Notices:**Stolen Money-Order Forms, Since Jan. 1, 1955**

(See Postal Manual XVI-16)

1-89,657,930 to 1-89,658,000-----	SEEKONK, STA. 1, MASS., MAR. 21, 1955.
4-25,037,241 to 4-25,038,000-----	Hamilton, Sta. 4, Ohio, Feb. 5, 1955.
4-32,476,073 to 4-32,480,000-----	Columbus, Sta. 14, Ohio, Mar. 17, 1955.
5-23,957,951 to 5-23,958,000-----	Baltimore, Halethorpe Br., Md., Jan. 5, 1955.
5-30,944,601 to 5-30,944,710-----	Ghent, W. Va., Feb. 26, 1955.
5-39,235,388 to 5-39,235,400-----	MARVIN, VA., MAR. 19, 1955.
6-24,233,751 to 6-24,234,000-----	Miami, Sta. 8, Fla., Jan. 8, 1955.
6-25,128,087 to 6-25,130,000-----	Albany, Sta. 1, Ga., Jan. 6, 1955.
6-36,920,001 to 6-36,921,500-----	Miami, Sta. 8, Fla., Jan. 8, 1955.
6-98,323,387 to 6-98,323,394-----	Ponce, Cantera Sta., P. R., Feb. 19, 1955.
7-24,651,649 to 7-24,652,000-----	Peoria, Norwood Park Rural Sta., Ill., Feb. 12, 1955.
7-26,555,761 to 7-26,555,765-----	Chicago, Sta. 29, Ill., Jan. 23, 1955.
7-29,372,834 to 7-29,372,850-----	Olmsted, Ill., Feb. 22, 1955.
7-36,598,685 to 7-36,599,500-----	Chicago, Sta. 29, Ill., Jan. 23, 1955.
7-42,239,535 to 7-42,239,600-----	Kellerville, Ill., Mar. 7, 1955.
7-54,651,711 to 7-54,651,800-----	Chicago, Sta. 56, Ill., Mar. 19, 1955.
8-56,960,902 to 8-56,960,950-----	Conroy, Iowa, Jan. 5, 1955.
8-60,427,951 to 8-60,428,000-----	Wyman, Iowa, Feb. 1, 1955.
9-36,819,882 to 9-36,820,000-----	Saint Paul, Sta. 31, Minn., Jan. 4, 1955.
9-39,438,159 to 9-39,438,200-----	Wayzata, Navarre Rural Sta., Minn., Jan. 18, 1955.
10-68,969,508 to 10-68,969,600-----	Cloud Chief, Okla., Feb. 23, 1955.
10-72,558,035 to 10-72,558,500-----	Omaha, Sta. 8, Nebr., Mar. 14, 1955.
11-86,777,190 to 11-86,777,200-----	San Antonio, Sta. 14, Tex., Jan. 21, 1955.
12-13,722,251 to 12-13,722,600-----	Prescott, Wash., Feb. 25, 1955.
12-62,999,001 to 12-62,999,300-----	Seattle, APO 731, Br., Wash., Jan. 19, 1955.
12-77,979,185 to 12-77,979,188-----	Seattle, APO 942, Unit 9, Wash., Feb. 28, 1955.
12-88,539,288 to 12-88,539,350-----	Prescott, Wash., Feb. 25, 1955.

Domestic Fraud Orders:

<i>State & city</i>	<i>Name covered by order</i>
New York, Brooklyn-----	Willie's Service Agency.

Domestic Unlawful Orders:

<i>State & city</i>	<i>Name covered by order</i>
New York, Far Rockaway-----	Layne Movie Club.
Woodmere-----	Layne Movie Club.

Additions to Foreign Fraud Order List:

<i>Country & city</i>	<i>Name & address</i>
Mexico, Mexico City-----	Lopez, Carlos, Sr., Pino 47-K.

Foreign Unlawful Order:

<i>Country & city</i>	<i>Name & address covered by order</i>
Cuba, Havana-----	Caribbean Magazine Agency; C. M. Agency.

POST OFFICE CHANGES

(Continued from p. 1)

Rescinded—Discontinued—Fourth Class**CALIFORNIA**

65-63660. Red Mountain, San Bernardino County. The order discontinuing this office, effective Mar. 31, 1955, is hereby rescinded.

COLORADO

05-30600. Firstview, Cheyenne County. The order discontinuing this office, effective Mar. 31, 1955, is hereby rescinded.

Changed in Site—Third Class**WISCONSIN**

56-65300. Pickerel, Langlade County. Changed in site 1.30 miles, North into Forest County, effective as of June 3, 1954.

Summer Offices—Opened**ARIZONA**

03-37000. Happy Jack, Coconino County. Effective Apr. 1, 1955.

CALIFORNIA

05-15720. Claraville, Kern County. Effective Apr. 1, 1955.

POST OFFICE BRANCHES**Change in Designation****ARIZONA**

Tuscon: Air Base to: Davis-Monthan Air Force Base, effective Apr. 1, 1955.

KANSAS

Wichita: McConnell Air Field Base to: McConnell Air Force Base, effective Apr. 1, 1955.

NEBRASKA

Lincoln: Lincoln Air Base to: Lincoln Air Force Base, effective Apr. 1, 1955.

NEVADA

Reno: Stead Air Base to: Stead Air Force Base, effective Apr. 1, 1955.

POST OFFICE STATIONS**Established****CALIFORNIA**

Hayward: No. 6 (contract), Alameda County, effective Apr. 1, 1955.

MISSISSIPPI

Buckatunna: Chicora (rural), Wayne County, effective Apr. 16, 1955.

Discontinued**MASSACHUSETTS**

Boston: Army (classified), Suffolk County, effective Mar. 31, 1955.

CITY DELIVERY SERVICE**Established****PENNSYLVANIA**

Cornwells Heights: Effective May 1, 1955.

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U. S. GOVERNMENT PRINTING OFFICE: 1955

For safe motor vehicle operation:

**Park Safely on grades . . . Cramp
Wheels to Curb**