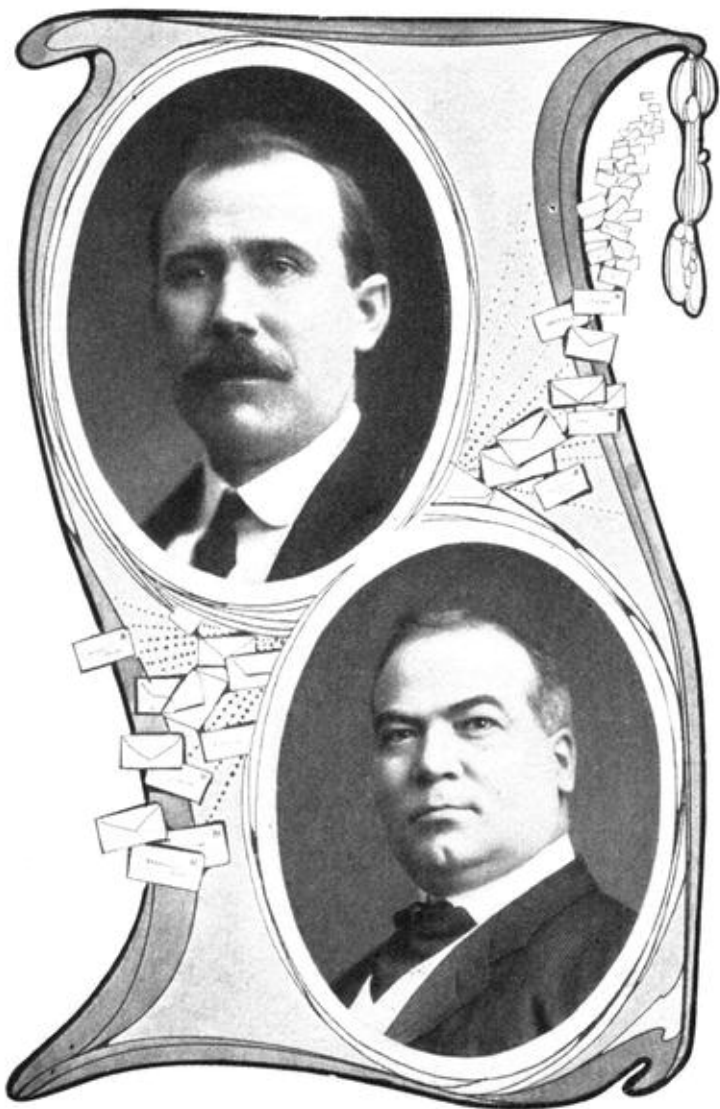


Terre Haute. Postal service

INDIANA

OFFICIAL DIRECTORY
OF THE
TERRE HAUTE, INDIANA,
POSTOFFICE
FOR 1904.

TERRE HAUTE, IND.:
C. W. BROWN, PRINTER AND BINDER.
1904



EXECUTIVE DIVISION.

Rooms Nos. 1 and 2, first floor.

Office Hours, 8:30 A. M. to 5:00 P. M.

SAMUEL E. GRAY, Postmaster.

JOHN R. PADDOCK, Assistant Postmaster.

Requests for improvements in the service, and complaints which can not be disposed of in other divisions, should be made to the Postmaster's office.

MONEY ORDER DIVISION.

Open from 8 A. M. to 5 P. M.

WILLIAM J. SHEPHERD, Clerk.

Domestic Money Orders—Fees.

Orders on Canada and Cuba are included in domestic orders.

When applying for money orders the printed application forms should be used.

For orders for sums not exceeding \$	2.50	3 cents
Over \$ 2.50 and not exceeding	5.00	5 cents
Over 5.00 and not exceeding	10.00	8 cents
Over 10.00 and not exceeding	20.00	10 cents
Over 20.00 and not exceeding	30.00	12 cents
Over 30.00 and not exceeding	40.00	15 cents
Over 40.00 and not exceeding	50.00	18 cents
Over 50.00 and not exceeding	60.00	20 cents
Over 60.00 and not exceeding	75.00	25 cents
Over 75.00 and not exceeding	100.00	30 cents

International Money Orders—Fees.

For sums not exceeding \$	10.00	10 cents
Over \$10.00 and not exceeding	20.00	20 cents
Over 20.00 and not exceeding	30.00	30 cents
Over 30.00 and not exceeding	40.00	40 cents
Over 40.00 and not exceeding	50.00	50 cents
Over 50.00 and not exceeding	60.00	60 cents
Over 60.00 and not exceeding	70.00	70 cents
Over 70.00 and not exceeding	80.00	80 cents
Over 80.00 and not exceeding	90.00	90 cents
Over 90.00 and not exceeding	100.00	1.00

Limit of Amount of Single Orders.

A single money order may include any amount from one cent to one hundred dollars, inclusive, except when payable at Great Britain and Ireland, Cape Colony or Jamaica, in which case the limit is \$50.00; but must not contain a fractional part of a cent.

Payment of Orders.

Every person who applies for payment of a money order is required to prove his identity, unless the applicant is known to be the rightful owner of the order.

The payee of a money order may, by his written endorsement thereon, direct it to be paid to any person whom he may designate.

REGISTRY DIVISION.

Open from 7:00 A. M. to 7:30 P. M.

JEREMIAH J. WALSH, JOSEPH W. BURR, Clerks.

The object of the registry system is the safe transmission and accurate delivery of all matter entrusted to its care.

Any article of the first, second, third or fourth-class of mail matter may be registered at any postoffice in the United States.

Every letter presented for registration must first be fully and legibly addressed and securely sealed by the sender, and all letters and other articles must also have the name and address of the sender endorsed thereon in writing or print before they can be registered.

Postmasters and their employes are forbidden to address a registered letter or package for the sender, to place contents therein, or to seal it, or to affix the stamps thereto; this must in all cases be done by the sender. Registered mail matter can only be delivered to the addressees or on their written order. All persons calling for registered matter should be prepared to furnish reasonable proof of their identity, as it impossible otherwise, at large postoffices, to guard against fraud.

A return receipt, signed by the addressee and showing delivery, is returned to the sender of each domestic registered letter or parcel, for which there is no extra charge.