



Domestic Registration.

The fee on registered matter, domestic, is Eight Cents for each letter or parcel, to be affixed stamps, in addition to the postage. Full prepayment of postage and fee is required. Two or more letters or parcels addressed to or intended for, the same person cannot be tied or otherwise fastened together and registered as one.

Foreign Registration.

Foreign matter is subject to the same regulations as for domestic matter, except that the sender of the registered article may obtain assurance of its receipt by the person addressed only by endorsing it with the words "Return receipt requested."

The placing of eight cents in stamps, in addition to the postage, on a package or letter, does not register it. All matter must be presented at the Registry office or to Carrier so that it may be entered and a receipt given therefor.

Registered Letter Indemnity.

"Owners of first-class registered matter shall be indemnified for losses thereof in the mails, the indemnity to be paid out of the postal revenues, but in no case to exceed twenty-five dollars for any one registered piece, or the actual value thereof when that is less than twenty-five dollars.

It is recommended that senders of registered letters write their names across the sealed flaps of envelopes, or seal with wax.

STAMP DIVISION.

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

KATHARINE L. CRAWFORD, ELLA E. HOFFMANN, Clerks.

Special request envelopes should be ordered here.

Special request envelopes must be purchased of and ordered of the Postmaster, and will only be delivered by the Department to the purchaser through the Postmaster.

When stamped envelopes, bearing a return request, are purchased in lots of 500 and upwards, the Government will print on them the card of the sender, containing the name and address, free of charge.

It takes sixteen days from the day order is given to receive special request envelopes.

DOMESTIC RATES OF POSTAGE.

First Class—Letters, sealed packages and all other matter closed against inspection, postage 2 cents each ounce or fraction thereof; weight, no limit. Postal cards and Private mailing cards, 1 cent each.

Second Class—Newspaper and periodical publications that have been entered as second class matter, 1 cent per pound or fraction thereof. When mailed by persons other than publishers, 1 cent for 4 ounces or fraction thereof; weight, no limit.

Third Class—Circulars, books and matter wholly in print, engravings, lithographs, wood-cuts, photographs, (checks, deeds, insurance policies) in blank, etc., proof with manuscript accompanying same, matter reproduced by cyclostyle, hectograph, mimeograph, electric pen, or other similar process easy of recognition, when not in the nature of personal correspondence; seeds, bulbs, roots, scions and plants; visiting cards and business cards, 1 cent for each two ounces or fraction thereof; weight limit, four pounds (except for single volumes of books—no limit.)

Fourth Class—Merchandise and matter not included in any of above classes, which is not in its form or nature liable to de-

stroy or damage the contents of the mail-bag, or harm persons engaged in the mail service, 1 cent for each ounce or fraction thereof; weight limit, 4 pounds.

FOREIGN RATES OF POSTAGE.

The rates of postage to all foreign countries and colonies (except Canada and Mexico) are as follows:

Letters, Postal Cards, Newspapers.

Letters, per 15 grams ($\frac{1}{2}$ ounce), 5 cents; single postal cards, each 2 cents; double postal cards, each 4 cents; newspaper and other printed matter, per two ounces, 1 cent.

Commercial Papers.

Packets not in excess of 10 ounces, 5 cents; packets in excess of 10 ounces, for each 2 ounces or fraction thereof, 1 cent.

Samples of Merchandise.

Packets not in excess of 4 ounces, 2 cents; packets in excess of 4 ounces, for each 2 ounces or fraction thereof, 1 cent.

Registration fee on letters or other articles, 8 cents.

Ordinary letters for any foreign country (except Canada and Mexico) must be forwarded, whether any postage is prepaid on them or not. All other mailable matter must be prepaid, at least partially.

Samples of articles composed of glass or other fragile substances must be packed so as to preclude the possibility of injury to postal employees or the correspondence, in case the article should break.

Domestic rates and conditions apply to all classes of mail addressed to Canada, Mexico, Cuba, Hawaii, Gaum, Puerto Rico, Philippines and Tutuila.