

JAMAICA

P O S T
O F F I C E
G U I D E

1977

ISSUED BY
THE POSTMASTER GENERAL

THE SERVICES AND CHARGES SET OUT IN THIS
VOLUME ARE LIABLE TO CHANGE

UP-TO-DATE INFORMATION CAN BE OBTAINED
AT ANY POST OFFICE

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OFFICE
GUIDE

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THE POST OFFICE

POST OFFICE HEADQUARTERS

South Camp Road, Kingston.

Post Office Headquarters is responsible for the policy and overall direction of the postal and telegraph services throughout the Island. The Postmaster General is assisted by a Deputy Postmaster General, three Administrators, a Senior Personnel Officer, a Chief Telecommunications Engineer and a Financial Controller, each of whom is responsible for particular Branches.

Enquiries regarding postal and telegraph matters should, in the first place, normally be addressed to the appropriate Head Postmaster or Postmaster (see below), but where reference to Post Office Headquarters is necessary, correspondence should be addressed to the officer in charge of the appropriate Branch, viz:—

Subject	Correspondence to be addressed
Inland postal services	Mails Planning Branch, P.O. Headquarters
Overseas postal services	Overseas Postal Branch, P.O. Headquarters
Telegraph Services ..	Telegraph Branch, P.O. Headquarters
*Staff matters ..	Personnel and Establishment Branch, Senior Personnel Officer P.O. Headquarters.
	P.O. Box 7000, Kingston

GENERAL POST OFFICE, KINGSTON

The postal and telegraph services in the Corporate Area (Kingston and St. Andrew) are under the control of the Head Postmaster, General Post Office, King Street, Kingston.

Enquiries concerning postal and telegraph services should be addressed as follows:—

Subject	Correspondence to be addressed
Inland and Overseas Letters mails	The Head Postmaster, General Post Office, Kingston.
Incoming Surface and Air Parcels from abroad The Superintendent, Parcels Office, 59-63 Church Street, Kingston.
Telegraph Services Superintendent of Telegraphs, General Post Office, Kingston.

*Application for employment should be made to the appropriate Head Postmaster or Regional Inspector—not to P.O. Headquarters.

Enquiries concerning services in other areas of the Corporate Area should be addressed to the Postmaster at the appropriate numbered office as set out below.

<u>Kingston</u>	<u>Post Office</u>	<u>Address</u>
1	Port Royal	18 Love Street, Port Royal P.O., Kingston 1.
2	Windward Road	95 Windward Road, Kingston 2.
3	Vineyard Town	63A Deanery Road, Kingston 3.
4	Allman Town	8 Vincent Street, Kingston 4.
5	Cross Roads	Cross Roads, Kingston 5
6	Liguanea	115 Hope Road, Kingston 6.
7	Mona	Mona Road, Kingston 7.
8	Constant Spring	181 Constant Spring Road, Kingston 8.
9	Stony Hill	Stony Hill, Kingston 9
10	Halfway Tree	Halfway Tree Road, Kingston 10.
11	Hagley Park	118 Hagley Park Road, Kingston 11.
12	Jones Town	4 Brynes Street, Kingston 12
13	Whitfield Town	80½ Rousseau Road, Kingston 13.
14	Denham Town	77-81 Albert Street, Kingston 14.
15	Myers Wharf	Collector General's Complex, New Port East, Kingston 15.
16	Franklin Town	3A Albert Street, Kingston 16.
17	Harbour View	21 Fort Nugent Drive, Kingston 17.
18	Mercury House	61 East Queen Street, Kingston.
	Myrtle Bank	82 Tower Street, Kingston.
19	Meadowbridge	6 Chancery Street, Meadowbridge, St. Andrew
20	Western District Office	Molynes Road and Mobberley Avenue, St. Andrew

POSTAL AGENCIES IN CORPORATE AREA

Name	No. and Street Address
Kings(on, North-West	.. 136D Orange Street, Kingston.
Oxford Street	.. 60½ Oxford Street, Kingston.
Greenwich Town	.. 19 East Avenue, Greenwich Town, Kingston 13.
Rose Town	.. 12 Nathan Street, Kingston.
Torrington	.. 15 Slipe Road, Kingston 5.
Boulevard	.. 55 Pembroke Hall Drive, Kingston 10.
Norman Manley	.. Norman Manley International Airport.
Wareika	.. 1E Glasspole Avenue, Kingston 2.
Ellicress	.. 4 Jacques Crescent, Kingston 2.
Kintyre	.. Lot 203, Kintyre Road, St. Andrew.
Progressive	.. 52B Whitehall Avenue, Kingston 8.
Shortwood	.. 37 Grants Pen Road, Kingston 8.
Papine	.. 5 Chandos Place, Kingston 6.
Penwood	.. 75 Penwood Road, Kingston 11.
Waltham Gardens	.. 11 Mall Road, Kingston 11.

DISTRICT POST OFFICES

The services in the Post Offices and Postal Agencies in the remainder of the Island are under the control of a Head Postmaster, Montego Bay and Regional Inspectors who are stationed at the following Post Offices:—

Montego Bay	Black River
Mandeville	May Pen
St. Ann	Port Maria
Spanish Town	Morant Bay
Port Antonio	Savanna-la-Mar

All enquiries should, however, be addressed in the first place to the appropriate Postmaster—(the Head Postmaster in the case of Montego Bay).

**POST OFFICES AND
POSTAL AGENCIES**

POST OFFICES AND POSTAL AGENCIES IN JAMAICA

The following list shows all Post Offices, Grades of Postal Agencies and Postal Sub-Agencies in Jamaica at the time the Guide was revised together with the Parish in which each office or agency is situated. The abbreviations used in the column headed "Class of Office" denote:

<i>Abbreviations</i>	<i>Explanations</i>
T. Telegraph Office
Ry. T. Railway Telegraph Office
M.O. Money Order Office
S.B. Savings Bank Office
F.C. Offices served by Foot Couriers (Parcels may be subjected to delays).
P.A. Postal Agency
P.S.A. Postal Sub-Agency (business normally restricted to sale of stamps and British Postal Orders, despatch and receipt of mails and delivery of unregistered correspondence).

These Postal Agencies are not open to the public on Tuesdays and Thursdays.

Name of Office	Parish	Class of Office
Aberdeen St. Elizabeth	F.C., T., S.B.
Aboukir St. Ann	P.A., F.C.
Above Rocks St. Catherine	T., S.B.
Adelphi St. James	T., S.B.
Aenon Town Clarendon	T., S.B.
Airy Castle St. Thomas	T., S.B.
Airy Prospect St. Andrew	P.S.A.
Albany St. Mary	T., S.B.
Albert Town Trelawny	T., S.B.
Albion St. James	P.A., T.
Albion Mountain St. Mary	P.A., F.C.
Alderton St. Ann	P.A., T.
Alleppo St. Mary	P.S.A.
Alexandria St. Ann	T., S.B.
Alley Clarendon	T., S.B.
Alligator Pond Manchester	T., S.B.
Allman Hill St. Catherine	P.A.
Allman Town Kingston	T., S.B., M.O.
Alps Trelawny	P.S.A.
Alston Clarendon	T., S.B.
Alva St. Ann	P.A., F. C.
Anchovy St. James	T., S.B.
Annotto Bay St. Mary	T., S.B., M.O.
Arawak St. Ann	T.
Arcadia St. Thomas	P.A., F.C.
Arlington St. Elizabeth	P.A., F.C.
Ashley Clarendon	P.A., F.C.
Ashton Westmoreland	P.A.
Askenish Hanover	T., S.B.
Auchtembeddie Manchester	T.
Axe and Adze Hanover	P.A., F.C.
Athlone St. Mary	P.A., F.C.
Armstrong St. Elizabeth	P.A., F.C.
Bailey's Vale St. Mary	P.A., F.C.
Baker's Hill Manchester	P.A., F.C.
Balaclava St. Elizabeth	P.A., F.C.

List of Post Offices and Postal Agencies, *contd.*

Name of Office		Parish	Class of Office
Balcarres Portland	F.C., T., S.B.
Bamboo St. Ann	T., S.B.
Banana Ground Manchester	F.C.
Banbury St. Catherine	P.A., F.C.
Bangor Ridge Portland	F.C.
Bannister St. Catherine	P.S.A.
Baptist Hill Hanover	P.A., F.C.
Barbary Hall St. Elizabeth	P.A.
Barking Lodge St. Thomas	P.A., F.C.
Barnstaple Mtn. St. Ann	P.A.
Berneyside Westmoreland	P.A., F.C.
Barrett Town St. James	P.S.A., F.C.
Bartons St. Catherine	S.B., T.
Bath St. Thomas	T., S.B.
Bath Mountain Westmoreland	P.A.
Baulk Hanover	P.A., F.C.
Beacon Hill St. Catherine	P.A.
Beaufort Westmoreland	P.A.
Beckford Kraal Clarendon	F.C., T.
Beckford Town St. Thomas	P.A., F.C.
Beecher Town St. Ann	P.A., F.C.
Beeston Spring Westmoreland	F.C.
Belfield St. Mary	T., S.B.
Belfield Works St. Mary	P.S.A.
Belgar St. Catherine	P.A., F.C.
Bellas Gate St. Catherine	S.B.
Benbow St. Catherine	P.A.
Benson-ton St. Ann	F.C., T.
Berry Hill St. Catherine	P.A.
Berwick St. Catherine	P.A., F.C.
Bessie Baker Hanover	P.A., F.C.
Bethel Town Westmoreland	F.C., T., S.B.
Bethsalem St. Elizabeth	P.A.
Beverley St. Ann	P.A.
Bickersteth St. James	P.A.
Biddiford Trelawny	P.A.
Big Pear Tree St. Andrew	P.A., F.C.
Bigbridge Westmoreland	P.A., F.C.
Bigwoods Westmoreland	P.A., F.C.
Birds Hill Clarendon	P.A., F.C.
Black Hill Portland	P.A., F.C.
Black River St. Elizabeth	T., S.B., M.O.
Blackstonedged St. Ann	T., S.B.
Blackness Westmoreland	P.A., F.C.
Blairs Hill Hanover	P.A.
Blenheim Hanover	P.A., F.C.
Bluefields Westmoreland	T., S.B.
Blue Mountain Manchester	P.A., F.C.
Bog Hole Clarendon	P.A.
Bogue St. Elizabeth	P.A.
Bog Walk St. Catherine	T., S.B.
Bohemia St. Ann	P.A., F.C.
Bois Content St. Catherine	P.A., F.C.
Bombay Manchester	P.A., F.C.
Bonnett St. Catherine	P.A., F.C.
Bonny Gate St. Mary	F.C., T., S.B.

List of Post Offices and Postal Agencies, *contd.*

Name of Office	Parish	Class of Office
Border	St. Andrew	F.C.
Borobridge	St. Ann	T., S.B.
Boscobel	St. Mary	T., S.B.
Bottom Jackson	St. Catherine	P.S.A., F.C.
Bottom St. Toolies	Manchester	P.A., F.C.
Boulevard	St. Andrew	P.A.
Boundbrook	Portland	P.A., T., F.C.
Bounty Hall	Trelawny	P.A.
Bourbon	Portland	P.A., F.C.
Bowden	St. Thomas	F.C., T.
Bowens	Clarendon	P.A., F.C.
Boyne Park	St. Mary	P.A.
Brae Head	Clarendon	P.A.
Braes River	St. Elizabeth	T.
Braeton	St. Catherine	P.A.
Brainerd	St. Mary	F.C., T., S.B.
Brandon Hill	St. Andrew	P.A.
Breastworks	Portland	P.A.
Brighton	St. Elizabeth	T.
Brixton Hill	Clarendon	P.A.
Broadgate	St. Mary	P.A.
Broadleaf	Manchester	P.A.
Bromley	St. Mary	P.A.
Browns Hall	St. Catherine	T., S.B.
Brown's Town	St. Ann	T., S.B., M.O.
Buff Bay	Portland	T., S.B., M.O.
Bull Bay	St. Andrew	T., S.B.
Bull Head	Clarendon	P.A.
Bull Savannah	St. Elizabeth	P.A., T.
Bunka Tree	St. Mary	P.A.
Bunkers Hill	Trelawny	T., S.B.
Burnt Ground	St. Elizabeth	P.A., F.C.
Burnt Savannah	St. Elizabeth	P.A.
Bushy Park	St. Catherine	T.
Buxton Town	St. Catherine	P.A., F.C.
Bybrook	Portland	P.A.
Byndloss	St. Catherine	P.A., T., F.C.
Cairn Curran	Westmoreland	P.A., F.C.
Calabash Bay	St. Elizabeth	P.A.
Calderwood	St. Ann	F.C., T., S.B.
Caledonia	Westmoreland	P.A.
Camberwell	St. Mary	F.C.
Cambridge	St. James	T., S.B., M.O.
Cane River	St. Andrew	P.A.
Canterbury—Montego Bay	St. James	P.A.
Carisbrooke	St. Elizabeth	P.A.
Carmel	Westmoreland	T.
Carrick Foyle	Trelawny	P.A., F.C.
Carron Hall	St. Mary	T., S.B.
Cascade	Hanover	T., S.B.
Castle Hyde	Hanover	P.A., F.C.
Castleton	St. Mary	T., S.B.
Catadupa	St. James	T., S.B.
Cauldwell	Hanover	P.A.
Cavaliers	St. Andrew	P.A.

List of Post Offices and Postal Agencies, *contd.*

Name of Office	Parish	Class of Office
Cave	Westmoreland	T., S.B.
Cave Valley	St. Ann	T., S.B.
Caymanas Bay	St. Catherine	P.A.
Cedar Valley	St. Thomas	T., S.B.
Central Village	St. Catherine	P.A.
Cessnock	Hanover	F.C., T.
Chalky Hill	St. Ann	F.C.
Chambers Pen	Hanover	P.A.
Chantilly	Manchester	P.A., F.C.
Chapelton	Clarendon	T., S.B., M.O.
Charles Town	St. Mary	P.A., F.C.
Chatham	St. James	P.A.
Chatsworth	Portland	P.A., F.C.
Cheltenham	St. Elizabeth	P.A.
Chester Castle	Hanover	T.
Chigwell	Hanover	P.S.A.
Christiana	Manchester	T., S.B., M.O.
Chudleigh	Manchester	P.A., T.
Church Pen	St. Catherine	P.S.A.
Claremont	St. Ann	T., S.B.
Clarks Town	Trelawny	T., S.B.
Claverty Cottage	Portland	P.A., F.C.
Clay Ground	St. Ann	P.A.
Cliffords	Clarendon	P.A.
Clonmel	St. Mary	T., S.B.
Clover Hill	St. Ann	P.A., F.C.
Clydesdale	St. Ann	P.A., F.C.
Cobbla	Manchester	P.A., F.C.
Coffee Grove	Manchester	P.A., F.C.
Coffee Piece	Clarendon	P.A., F.C.
Coka	St. Elizabeth	P.A., F.C.
Colegate	St. Ann	P.A., F.C.
Coley Mountain	Manchester	P.A.
Coleyville	Manchester	T., S.B.
Colonel's Ridge	Clarendon	T., S.B.
Comfort Castle	Portland	T., S.B.
Comfort Hall	Manchester	..
Concord	St. Ann	F.C.
Connors	St. Catherine	P.A.
Constant Spring	St. Andrew	T., S.B., M.O.
Constitution Hill	St. Andrew	P.A., F.C.
Content Gap	St. Andrew	P.A.
Copse	Hanover	P.A., T., F.C.
Corletts Road	St. Catherine	P.A.
Corn Piece	Clarendon	P.A., F.C.
Cornwall	St. Elizabeth	P.A.
Cornwall Mountain	Westmoreland	F.C.
Cotterwood	St. Elizabeth	P.A., F.C.
Cousins Cove	Hanover	P.A., F.C.
Cox Piece	St. Mary	P.S.A.
Coxwain	Clarendon	P.A., F.C.
Craighead	Manchester	T., S.B.
Craigmill	Portland	P.A.
Crawford	St. Elizabeth	P.A.
Crawle River	Clarendon	P.A., F.C.
Crescent	St. Catherine	P.S.A.

List of Post Offices and Postal Agencies, *contd.*

Name of Office	Parish	Class of Office
Croft's Hill	Clarendon	T., S.B.
Cromwell Lands	St. Mary	P.S.A.
Crooked River	Clarendon	T., S.B.
Cross Keys	Manchester	T., S.B.
Cross Roads	St. Andrew	T., S.B. M.O.
Croton	St. Thomas	P.A., F.C.
Cumberland	Clarendon	P.A., F.C.
Dallas	St. Andrew	F.C.
Dalton	St. Elizabeth	P.A., F.C.
Dalvey	St. Thomas	F.C., S.B.
Daniel Town	Trelawny	P.A.
Danvers Pen	St. Thomas	P.A., F.C.
Darliston	Westmoreland	T., S.B.
Davyton	Manchester	P.A., F.C.
Decside	Trelawny	T., S.B.
Delveland	Westmoreland	P.A., F.C.
Denbigh	Clarendon	P.A., T.
Denham Town	Kingston	T., S.B.
Devon	Manchester	T., S.B.
Devon Pen	St. Mary	P.A.
Dias	Hanover	T., S.B.
Dignum	St. Catherine	P.A., F.C.
Discovery Bay	St. Ann	T., S.B.
Drapers	Portland	P.A., T.
Dressikie	St. Mary	P.A., T.
Dromilly	Trelawny	P.A., F.C.
Duan Vale	Trelawny	T., S.B.
Duhaney Park	St. Andrew	P.A., T.
Dumfries	St. James	P.A.
Duncans	Trelawny	T., S.B.
Dundee	Westmoreland	P.A.
Durham Gap	Portland	P.A., F.C.
Duxes	St. Catherine	P.A., F.C.
Effortville	Clarendon	P.A., F.C.
Eglington	Manchester	P.S.A.
Elderslie	St. Elizabeth	T., S.B.
Elgin	Clarendon	P.A., F.C.
Ellen Street	Manchester	T.
Ellicress	St. Andrew	P.A., T.
Enfield	St. Mary	T.C., T., S.B.
Epsom	St. Mary	P.A., F.C.
Epworth	St. Ann	F.C.
Essex Hall	St. Andrew	P.A., F.C.
Evergreen	Manchester	P.A., F.C.
Ewarton	St. Catherine	T., S.B.
Fairburn	Clarendon	P.A.
Fairy Hill	Portland	T., S.B.
Faith's Pen	St. Ann	P.A., F.C.
Falmouth	Trelawny	T., S.B., M.O.
Farm	Manchester	P.A.
Fellowship	Portland	F.C., T., S.B.
Flagaman	St. Elizabeth	P.A.
Flagstaff	St. James	P.A.
Flamstead Garden	St. James	P.A.
Fletchers Land	Kingston	P.A., T.

List of Post Offices and Postal Agencies, *contd.*

Name of Office	Parish	Class of Office
Flint River	St. Mary	P.A.
Flower Hill	Hanover	P.A.
Folly	Portland	P.A.
Font Hill	St. Thomas	P.A.
Fort George	St. Mary	P.A., F.C.
Four Paths	Clarendon	T., S.B.
Frankfield	Clarendon	T., S.B.
Franklin Town	Kingston	T., S.B., M.O.
Fraser	St. Elizabeth	P.A., F.C.
Freeman's Hall	Trelawny	P.A., F.C.
Free Hill	St. Mary	T., S.B.
Free Town	Clarendon	P.A., F.C.
Friendship	Westmoreland	F.C., T.
Frome	Westmoreland	T., S.B.
Fruitful Vale	Portland	T., S.B.
Fullersfield	Westmoreland	P.A., F.C.
Fullerton Park	St. Ann	P.A.
Fustic	Hanover	P.S.A.
Fustic Grove	St. Elizabeth	P.A., F.C.
Fyffes Pen	St. Elizabeth	T., S.B.
Galina	St. Mary	P.A.
Garden Hill	St. Catherine	P.A., F.C.
Garlands	St. James	P.A.
Gayle	St. Mary	T., S.B.
Geddes Town	St. Mary	P.A., F.C.
George's Plain	Westmoreland	P.A., T.
George's Valley	Manchester	P.A.
Gibraltar	St. Ann	F., T., S.B.
Giddy Hall	St. Elizabeth	F.C., T., S.B.
Ginger Hill	St. Elizabeth	T., S.B.
Ginger Ridge	St. Catherine	T., S.B.
Gladstonbury	Trelawny	P.A.
Glengoffe	St. Catherine	T., S.B.
Glenislay	Westmoreland	F.C., T., S.B.
Glenmore	Trelawny	P.A.
Gloucester	Clarendon	P.A., F.C.
Golden Grove	St. Thomas	T., S.B.
Golden Run	Manchester	P.A., F.C.
Golden Spring	St. Andrew	P.A.
Golden Valley	St. Catherine	P.A., F.C.
Good Intent	Manchester	P.A.
Gordon's Crossing	St. James	P.A.
Gordon Town	St. Andrew	T., S.B.
Gordon Pen	St. Catherine	P.A., F.C.
Goshen	St. Elizabeth	P.A.
Grange Hill	Westmoreland	T., S.B.
Grantham	Clarendon	F.C., S.B.
Grant's Pen	St. Thomas	P.S.A.
Granville	St. James	T.
Gravel Hill	Clarendon	P.A., F.C.
Great Valley	Hanover	T., S.B.
Green Hill	Portland	F.C.
Green Island	Hanover	T., S.B.
Green Mount	Manchester	P.A., F.C.
Green Park	Clarendon	P.A., F.C.
Green Pond	Manchester	P.A.

List of Post Offices and Postal Agencies, *contd.*

Name of Office	Parish	Class of Office
Greenwich Town	St. Andrew	P.A., T.
Greenwood	St. James	P.S.A.
Gregory Park	St. Catherine	Ry. T., S.B.
Grey Ground	Manchester	P.A., F.C.
Grove Town	Manchester	P.A., T.
Guanaboa Vale	St. Catherine	T., S.B.
Guava Ridge	St. Andrew	P.A., F.C.
Guys Hill	St. Mary	T., S.B.
Haddo	Westmoreland	P.A.
Hagley Gap	St. Thomas	F.C.
Hagley Park	St. Andrew	T., S.B., M.O.
Haining	Portland	P.A., F.C.
Halfway Tree	St. Andrew	T., S.B., M.O.
Hall's Delight	St. Andrew	P.A., F.C.
Halse Hall	Clarendon	P.A.
Hamilton Mtn.	St. Mary	P.A., F.C.
Hampden	Trelawny	T., S.B.
Hampshire	St. Catherine	P.A., F.C.
Hampstead	St. Mary	T., S.B.
Harbour View	Kingston	T., S.B.
Harewood	St. Catherine	T., S.B.
Harkers Hall	St. Catherine	T., S.B.
Harmons	Manchester	F.C.
Harmony Hall	St. Mary	P.S.A.
Harmony Vale	St. Ann	P.A., T.
Harry Watch	Manchester	F.C., T.
Hartlands	St. Catherine	T., F.C.
Hatfield	Manchester	T.
Hayes	Clarendon	T., S.B.
Hayfield	St. Thomas	P.A., F.C.
Heathfield	Manchester	P.A., F.C.
Hermitage	Manchester	P.S.A.
Hector's River	Portland	T., S.B.
Hendon	St. James	P.A.
Hessen Castle	St. Ann	P.A., F.C.
Heywood Hall	St. Mary	P.A.
Highgate	St. Mary	T., S.B.
Highland Head	St. Thomas	P.A., F.C.
Higgins Town	St. Ann	P.A.
Hope Bay	Portland	T., S.B.
Hopeton	St. James	..
Hopewell	Hanover	T., S.B.
Hounslow	St. Elizabeth	P.A.
Huddersfield	St. Mary	P.S.A.
Hunts Town	St. Mary	P.A., F.C.
Huntley	Manchester	P.A., F.C.
Innswood	St. Catherine	P.A., T., S.B.
Inverness	St. Ann	T.
Ipswich	St. Elizabeth	T., S.B.
Irish Town	St. Andrew	P.A., T.
Irons Mountain	St. Ann	P.A.
Irwin	St. James	P.A.
Islington	St. Mary	T., S.B.
Jack's Hill	St. Andrew	P.A., F.C.
Jack's River	St. Mary	P.A.

List of Post Offices and Postal Agencies, *contd.*

Name of Office			Parish	Class of Office
Jackson Taylor	Hanover	P.A., F.C.
Jackson Town	Trelawny	T., S.B.
James Hill	Clarendon	T., S.B.
Jeffrey Town	St. Mary	P.A.
Jericho	Hanover	T., S.B.
Joe Hut	Trelawny	P.A., F.C.
John's Hall	St. James	T., S.B.
Johnson Mtn.	St. Thomas	P.A., F.C.
Jones Town	St. Andrew	T., S.B., M.O.
Joyland	St. Elizabeth	P.A., F.C.
Jubilee Town	St. Catherine	P.A., F.C.
Junction	St. Elizabeth	T., S.B.
Kalorama	St. Andrew	P.A., F.C.
Keith	St. Ann	F.C.
Kellam	St. Mary	P.A., F.C.
Kellits	Clarendon	T., S.B.
Kemnay	Portland	P.A.
Ken Jones	Hanover	F.C., T.
Kensington	Portland	P.A.
Kentish	St. Catherine	P.A., F.C.
Kentucky	Westmoreland	P.A., F.C.
Ketto	Westmoreland	P.A., F.C.
Kilancholly	St. Mary	P.A., F.C.
Kilmarnock	St. Elizabeth	P.A.
Kingston	Kingston	T., M.O.
Kingston				
North-West	Kingston	P.A., T.
King's Vale	Hanover	P.A.
King Weston	St. Andrew	P.A., F.C.
Kinloss	Trelawny	P.A.
Kintyre	St. Andrew	P.A., F.C.
Kirkvine	Manchester	T., S.B.
Kitson Town	St. Catherine	P.A.
Knockpatrick	Manchester	T.
Knollis	St. Catherine	P.S.A.
Labyrinth	St. Mary	T., F.C.
Lacovia	St. Elizabeth	T., S.B.
Lakes Pen	St. Catherine	P.A.
Lamb's River	Westmoreland	T., S.B.
Lancaster	Manchester	P.A.
Lances Bay	Hanover	P.A., F.C.
Latium	St. James	P.A.
Laughlands	St. Ann	T., S.B.
Lawrence Tavern	St. Andrew	T., S.B.
Lawson	St. James	P.S.A., F.C.
Leamington	Westmoreland	T., S.B.
Leeds	St. Elizabeth	P.A.
Leicesterfield	Clarendon	P.A., F.C.
Leinster	St. Mary	P.A., F.C.
Lemon Hall	St. Catherine	P.A.
Lewisburgh	St. Mary	P.A., F.C.
Liberty Valley	St. Ann	P.S.A.
Liguanea	St. Andrew	T., S.B.
Lime Tree Gardens	St. Ann	P.A.
Lime Hall	St. Ann	T., S.B.
Lincoln	Manchester	..
Linstead	St. Catherine	T., S.B., M.O.

List of Post Offices and Postal Agencies, *contd.*

Name of Office	Parish	Class of Office
Linton Park	St. Ann	P.A., F.C.
Lionel Town	Clarendon	T., S.B.
Litchfield	Manchester	P.A.
Little London	Westmoreland	T., S.B.
Little River	St. James	T., S.B.
Llandewey	St. Thomas	F.C., T., S.B.
Lloyds	St. Thomas	P.A., F.C.
Lluidas Vale	St. Catherine	T., S.B.
Lodge	St. Ann	F.C., T., S.B.
Long Bay	Portland	T., S.B.
Long Look	Clarendon	P.A., F.C.
Long Road	St. Mary	F.C.
Longwood	Clarendon	P.A., F.C.
Look Out	Portland	P.A., F.C.
Lorrimers	Trelawny	T., S.B.
Lottery	St. James	T., S.B.
Lower Cash Hill	Hanover	P.A.
Lucea	Hanover	T., S.B., M.O.
Lucky Hill	St. Mary	T., S.B.
Lucky Valley	St. Catherine	P.A., F.C.
Lumsden	St. Ann	P.A.
Lydford	St. Ann	P.A., T., S.B.
Lyssons	St. Thomas	P.A., T.,
Macca Tree	St. Catherine	P.A., F.C.
Madras	St. Ann	P.A., F.C.
Mahaga	St. Elizabeth	P.A., F.C.
Maggotty	St. Elizabeth	T., S.B.
Mahoe	Portland	P.A., F.C.
Maidstone	Manchester	T., S.B.
Main Ridge	Clarendon	P.A., F.C.
Malcolm Square	St. Elizabeth	P.A.
Malvern	St. Elizabeth	T., S.B., M.O.
Manchioncal	Portland	T., S.B.
Mandeville No. 1	Manchester	T., S.B., M.O.
Mandeville No. 2	Manchester	T., S.B., M.O.
Mango Valley	St. Mary	P.A., F.C.
Marley Hill	Manchester	P.A., F.C.
March Town	Hanover	T., S.B.
Mark Hill	St. Catherine	P.A.
Marlborough	St. Mary	P.A., F.C.
Maroon Town	St. James	T., S.B.
Martha Brae	Trelawny	P.A., F.C.
Maryland	Hanover	T., S.B.
Mason Hall	St. Mary	P.A., F.C.
Mavis Bank	St. Andrew	T., S.B.
May Day	Manchester	P.A.
May Pen	Clarendon	T., S.B., M.O.
McField	Westmoreland	P.A., F.C.
McNie	Clarendon	P.A., F.C.
Meadow Bridge	St. Andrew	T., S.B., N.O.
Mears	Clarendon	P.A., F.C.
Mendez	St. Catherine	P.A.
Mercury House	Kingston	T., S.B.
Meylersfield	Westmoreland	P.A., F.C.
Middle Quarters	St. Elizabeth	T., S.B.

List of Post Offices and Postal Agencies, *contd.*

Name of Office			Parish	Class of Office
Middlesex	St. Elizabeth	P.A., F.C.
Mike Town	Manchester	P.A., F.C.
Mile Gully	Manchester	T., S.B.
Miles Town	Hanover	P.A., F.C.
Milk River	Clarendon	T., S.B.
Mitchell's Hill	Clarendon	P.A., F.C.
Mitchell Town	Clarendon	P.A., F.C.
Mocho	Clarendon	T., S.B.
Mollison	Manchester	P.A., F.C.
Moores	Clarendon	P.A., F.C.
Mona	St. Andrew	T., S.B.
Moneague	St. Ann	T., S.B.
Mongrave	St. Catherine	P.A.
Montego Bay No 1..	St. James	T., S.B., M.O.
Montego Bay No 2..	St. James	T., S.B., M.O.
Montpelier	St. James	T., S.B.
Montreal	St. Mary	P.A.
Moore Town	Portland	F.C., T., S.B.
Morant Bay	St. Thomas	T., S.B., M.O.
Moravia	Clarendon	F.C., P.A.
Morgan's Forest	Clarendon	P.A., F.C.
Morgans Pass	Clarendon	P.A., T., F.C.
Mount Airy	Westmoreland	P.A., F.C.
Mount Edgcombe	Westmoreland	P.A.
Mount Felix	St. Thomas	P.A., F.C.
Mount Horeb	St. James	T., S.B.
Mount Industry	St. Catherine	P.A., F.C.
Mount James	St. Andrew	T., S.B.
Mount Lebanon	St. Thomas	P.A., F.C.
Mount Moreland	St. Catherine	P.A.
Mount Moriah	St. Ann	P.A., F.C.
Mount Peace	Hanover	P.A.
Mount Peto	Hanover	F.C.
Mount Pleasant	Portland	P.A., F.C.
Mount Providence	Clarendon	P.A., F.C.
Mount Regale	St. Mary	P.A., F.C.
Mount Rosser	St. Catherine	P.A., T., F.C.
Mount Salem	St. James	P.A., T.
Mount Salus	St. Andrew	P.A.
Mount Vernon	St. Thomas	P.A., F.C.
Mount Waddy	St. Ann	P.A., F.C.
Mount Zion	St. Ann	P.A., F.C.
Mountainside	St. Elizabeth	T., S.B.
Mulgrave	St. Elizabeth	P.A.
Munro College	St. Elizabeth	T., S.B.
Muir House	St. Ann	P.A., F.C.
Muirton Pen	Portland	P.A., T.
Myers Wharf	Kingston	T.
Myers Ville	St. Elizabeth	T., S.B.
Myrtle Bank	Kingston	T.
Nain	St. Elizabeth	T., S.B.
Naggo Head	St. Catherine	P.S.A.
Negril	Westmoreland	T., S.B.
Negril Spot	Westmoreland	P.S.A.
Newcastle	St. Andrew	T., S.B.
New Forest	Manchester	P.A.

List of Post Offices and Postal Agencies, *contd.*

Name of Office			Parish	Class of Office
Newgreen	Manchester	P.A.
Newleigh	Manchester	P.S.A.
Newmarket	St. Elizabeth	T., S.B.
Newport	Manchester	T., S.B.
New Roads	Westmoreland	P.S.A.
Newton	St. Elizabeth	P.A.
New Town	St. Andrew	P.A. T.
New Longville	Clarendon	P.A.
New Works	Westmoreland	P.A.
Niagara	St. James	P.A.
Nine Turns	Clarendon	P.A.
Norman Manley Airport	St. Andrew	P.A., T.
Norris	St. Thomas	P.A., F.C.
Norwich	Portland	P.A., F.C.
Nutfield	St. Mary	P.A.
Ocho Rios	St. Ann	T., S.B.
Old Bottom	St. Elizabeth	P.A., F.C.
Old England	Manchester	T.
Old Harbour	St. Catherine	T., S.B., M.O.
Old Harbour Bay	St. Catherine	F.C.
Old Hope	Westmoreland	P.A., F.C.
Old Mountain	Trelawny	P.A., F.C.
O'Meally	St. Catherine	P.A., F.C.
Oracabessa	St. Mary	T., S.B.
Orange Bay	Portland	T.
Orange Field	St. Catherine	P.A., F.C.
Orange Hill	St. Ann	P.A., F.C.
Osborne Store	Clarendon	F.C., T.
Oxford Street	Kingston	P.A.
Padmore	St. Andrew	P.A.
Paisley	St. James	P.A.
Palmers Cross	Clarendon	P.A.
Papine	St. Andrew	P.A., T.
Paradise Road	Westmoreland	P.A., F.C.
Parottee	St. Elizabeth	P.A., F.C.
Parry Town	St. Ann	P.A., F.C.
Paul Mountain	St. Catherine	P.A., F.C.
Pear Tree Grove	St. Catherine	T., S.B.
Pear Tree River..	St. Thomas	P.A., F.C.
Peckham	Clarendon	P.A.
Pedro River	Clarendon	P.A., F.C.
Peggy Barry	Westmoreland	P.A.
Pembroke Hall	St. Mary	T., S.B.
Penlyne Castle	St. Thomas	P.A., F.C.
Penwood	St. Andrew	P.A.
Pennants	Clarendon	P.A.
Pennington	St. Catherine	P.A., F.C.
Pepper	St. Elizabeth	T.
Perth Town	Trelawny	P.A.
Petersfield	Westmoreland	T., S.B.
Petersville	Westmoreland	P.A., F.C.
Philadelphia	St. Ann	P.A.

List of Post Offices and Postal Agencies, *contd.*

Name of Office	Parish	Class of Office
Pike	Manchester	P.A., F.C.
Pimento Grove	Hanover	P.A., F.C.
Pisgah	St. Elizabeth	P.A.
Platfield	St. Mary	P.A., F.C.
Pleasant Valley	Clarendon	P.A.
Plowden	Manchester	P.A., T.
Plum Tree	St. James	P.A.
Point	St. James	T., S.B.
Point Hill	St. Catherine	T., S.B.
Port Antonio	Portland	T., S.B., M.O.
Porters Mountain	Westmoreland	P.A., F.C.
Portland Cottage	Clarendon	P.A., F.C.
Port Maria	St. Mary	T., S.B., M.O.
Port Morant	St. Thomas	T., S.B.
Port Royal	Port Royal	T., S.B.
Porus	Manchester	T., S.B.
Pratville	Manchester	T., S.B.
Preston Hill	St. Mary	P.A., F.C.
Prickley Pole	St. Ann	P.A., F.C.
Priestman's River	Portland	T., S.B.
Princess Field	St. Catherine	P.A., F.C.
Prior Park	Portland	F.C.
Priory	St. Ann	P.A.
Progressive	St. Andrew	P.A., T.
Prospect	St. Elizabeth	P.A., F.C.
Queen's Hill	St. Catherine	P.A., F.C.
Quickstep	St. Elizabeth	P.A., F.C.
Race Course	Clarendon	T., S.B.
Ramble	Hanover	T., S.B.
Raymonds	Clarendon	P.A.
Reach	Portland	P.A., F.C.
Reading	St. James	T., S.B.
Reckford	Clarendon	P.A., F.C.
Red Bank	St. Elizabeth	P.A., F.C.
Red Ground	St. Catherine	P.A.
Red Hills	St. Andrew	T., S.B.
Red Valley	St. Ann	P.A., F.C.
Red Wood	St. Catherine	F.C., T., S.B.
Refuge	Trelawny	P.A.
Reserve	Trelawny	P.A.
Resource	Manchester	P.A., F.C.
Retirement	St. Elizabeth	P.A., T.
Retreat	St. Mary	T., S.B.
Retrieve	Westmoreland	P.A.
Revival	Westmoreland	P.A., F.C.
Richards Pen	St. Mary	P.A.
Richmond	St. Mary	T., S.B.
Richmond Park	Clarendon	F.C., T., S.B.
Richmond Vale	St. Thomas	P.A., F.C.
Rio Bueno	Trelawny	T., S.B.
Rio Grande	Portland	P.A.
Rio Hoe	St. Ann	P.A., F.C.
Ritchies	Clarendon	P.A.
Riversdale	St. Catherine	T., S.B.
River Head	St. Thomas	P.A., F.C.
Robins Bay	St. Mary	P.A.

List of Post Offices and Postal Agencies, *contd.*

Name of Office	Parish	Class of Office
Robins Hall	Manchester	P.A.
Rock	Clarendon	P.A., F.C.
Rock Hall	St. Andrew	P.A.
Rock River	Clarendon	T., S.B.
Rock Spring	Trelawny	P.A., T.
Rocky Point	Clarendon	P.A., F.C.
Roehampton	St. James	P.A., F.C.
Rose Hall	St. Elizabeth	F.C., T.
Rose Hill	Manchester	P.A.
Rose Town	Kingston	P.A., T.
Rosend	St. Mary	P.S.A.
Roses Valley	St. Elizabeth	P.A., F.C.
Rosewell	Clarendon	P.A., F.C.
Rowlandsfield	St. Thomas	P.A., F.C.
Runaway Bay	St. Ann	T., S.B.
Russells	St. Elizabeth	P.A.
St. Ann's Bay	St. Ann	T., S.B., M.O.
St. D'Acre	St. Ann	P.A.
St. Faith's	St. Catherine	P.A., F.C.
St. Gregory	Clarendon	P.A., F.C.
St. John's Road	St. Catherine	P.A.
St. Leonard's	Westmoreland	S.B.
St. Margaret's Bay	Portland	T., S.B.
St. Paul's	Manchester	P.A., F.C.
St. Peter's	St. Andrew	F.C.
Salisbury	St. Ann	F.C.
Salisbury Plain	St. Andrew	P.A.
Salmon Town	Manchester	P.A., F.C.
Salt Marsh	Trelawny	P.A.
Salt River	Clarendon	T., S.B.
Salt Spring	St. James	P.A.
Samuel Prospect	Trelawny	P.A.
Sandy Bay	Hanover	T., S.B.
Sandy River	Clarendon	P.A., F.C.
Sanguinetti	Clarendon	P.A.
Sangsters	St. James	P.A., T.
Santa Cruz	St. Elizabeth	T., S.B., M.O.
Santoy	Hanover	P.A.
Savanna-la-Mar	Westmoreland	T., S.B., M.O.
Sawyers	Trelawny	T.
Scarborough	St. Ann	P.A., F.C.
Scholefield	St. Elizabeth	P.A., F.C.
Scotts Hall	St. Mary	P.A.
Scotts Pass	Clarendon	P.A., F.C.
Scotts Run	Portland	P.A., F.C.
Seafield	St. Mary	P.S.A.
Seaforth	St. Thomas	T., S.B.
Sedge Pond	Clarendon	P.S.A.
Seven Miles	St. Andrew	P.A., F.C.
Sheffield	Westmoreland	T., S.B.
Shelley Piece	St. Ann	P.A., F.C.
Sherwood Content	Trelawny	T., S.B.
Shirley Castle	Portland	P.A., F.C.
Shooters Hill	Manchester	T., S.B.
Shortwood	St. Andrew	P.A., T.
Shrewsbury	Portland	P.A.

List of Post Offices and Postal Agencies, *contd.*

Name of Office			Parish	Class of Office
Sign	St. James	T., S.B.
Silent Hill	Manchester	P.A., F.C.
Silver Spring	Clarendon	P.A.
Siloah	St. Elizabeth	T., S.B.
Simons	St. Catherine	P.A., F.C.
Skibo	Portland	T., S.B.
Sligoville	St. Catherine	T., S.B.
Slipe	St. Elizabeth	P.A., F.C.
Smithville	Clarendon	T., S.B.
Snow Hill	Portland	P.S.A.
Soho	St. Thomas	P.A.
Somerset	St. Andrew	P.A., F.C.
Somerton	St. James	T., S.B.
Southfield	St. Elizabeth	T.
Spaldings	Clarendon	T., S.B.
Spanish Court	St. Andrew	P.A.
Spanish Town	St. Catherine	T., S.B., M.O.
Spicy Hill	Trelawny	P.A.
Spot Valley	St. James	P.A., F.C.
Spring Bank	St. Thomas	P.A., F.C.
Springfield	St. Elizabeth	T., S.B.
Spring Gardens	St. Thomas	S.B., F.C.
Spring Hill	Portland	T., S.B.
Springmount	St. James	P.S.A.
Springvale	St. Catherine	P.A., F.C.
Springvillage	St. Catherine	P.A., F.C.
Spur Tree	Manchester	T., S.B.
Steer Town	St. Ann	P.A., F.C.
Stewarton	Clarendon	P.A., F.C.
Stewart Town	Trelawny	T., S.B.
Stonehenge	St. James	T., S.B.
Stony Hill	St. Andrew	T., S.B.
Strathbogie	Westmoreland	P.A.
Strawberry	Westmoreland	P.A., F.C.
Sturge Town	St. Ann	P.A.
Success	Hanover	P.A.
Summerfield	Clarendon	P.A.
Sunderland	St. James	P.S.A.
Sunning Hill	St. Thomas	T., S.B.
Swift River	Portland	T., S.B.
Sydenham	St. Catherine	P.S.A.
Taymount	Clarendon	P.A.
Thatch Walk	St. Ann	P.A., F.C.
Thompson Town	Clarendon	T., S.B.
Thornton	St. Elizabeth	P.A.
Time and Patience	St. Catherine	P.A.
Tivoli Gardens	Kingston	P.A., T.
Toll Gate	Clarendon	F.C., T., S.B.
Tom's River	St. Andrew	P.A., F.C.
Top Hill	St. Elizabeth	T., S.B.
Top Mountain	St. Catherine	P.A., F.C.
Torrington	St. Andrew	P.A., T.
Tower Hill	St. James	P.A.
Tower Isle	St. Mary	T.
Townhead	Westmoreland	P.A., F.C.
Tranquility	Portland	P.A.

List of Post Offices and Postal Agencies, *contd.*

Name of Office	Parish	Class of Office
Treadways	St. Catherine	P.A., T., F.C.
Treasure Beach	St. Elizabeth	T., S.B.
Trinityville	St. Thomas	T., S.B.
Troja	St. Catherine	T., S.B.
Tropical Plaza	St. Andrew	P.A., T.
Trout Hall	Clarendon	T., S.B.
Troy	Trelawny	T., S.B.
Turners	Clarendon	P.A.
Twedside	Clarendon	P.A.
Tydixon	St. Catherine	P.A., F.C.
Ulster Spring	Trelawny	T., S.B.
Union Hill	St. Mary	P.A., T., S.B.
Unity	St. Andrew	P.A., F.C.
Unity Vale	St. Elizabeth	P.A.
Valley Piece	St. Ann	P.A.
Victoria Town	Manchester	P.A., F.C.
Vineyard Town	St. Andrew	T., S.B. M.O.
Wait-a-Bit	Trelawny	T., S.B.
Wakefield	Trelawny	T., S.B.
Walderston	Manchester	T., S.B.
Walkerswood	St. Ann	F.C., T., S.B.
Waltham Gardens	St. Andrew	P.A.
Wareika	Kingston	P.A.
Warminster	St. Elizabeth	P.A., F.C.
Warsop	Trelawny	T., S.B.
Warwick Castle	St. Mary	P.A., F.C.
Watchwell	St. Elizabeth	P.A., T.
Watford Hill	Hanover	P.A., F.C.
Western District Office	St. Andrew	T.
Water Lane	Clarendon	P.A.
Waterloo	Manchester	P.A., F.C.
Watermount	St. Catherine	T., S.B.
Waterworks	Westmoreland	P.A.
Watson Hill	Manchester	T., S.B.
Watt Town	St. Ann	F.C., T.
Welcome Hall	St. James	T., S.B.
West Prospect	St. Catherine	P.A.
Westphalia	St. Andrew	P.A., F.C.
Whitehall	St. Thomas	P.A.
Whitehorses	St. Thomas	T., S.B.
Whitehouse	Westmoreland	T., S.B.
Whithorn	Westmoreland	P.A. T.
White River	St. Ann	P.A., F.C.
Whitesands Beach	St. James	T.
Whitfield Town	St. Andrew	T., S.B., M.O.
Whitney	Clarendon	P.A., F.C.
Wild Cane	St. Ann	F.C.
Williamsfield	Manchester	T., S.B.
Wilmington	St. Thomas	F.C.
Wilson's Run	Trelawny	P.A., F.C.
Winchester	St. Thomas	P.A., F.C.
Windsor Castle	Portland	T., S.B.
Windsor Forest	Portland	P.A.
Windward Road	Kingston	T., S.B. M.O.
Wirefence	Trelawny	P.A.

List of Post Offices and Postal Agencies, *contd.*

Name of Office	Parish	Class of Office
Woodford	St. Andrew	F.C.
Woodhall	Clarendon	T., S.B.
Woodlands	St. Elizabeth	P.A., C.F.
Yallahs	St. Thomas	T., S.B.
Yarmouth	Clarendon	P.A., T.
York Castle	St. Ann	P.A., F.C.
York Town	Clarendon	P.A., F.C.
Ythanside	Portland	P.A.

HOURS OF BUSINESS AT POST OFFICES AND POSTAL AGENCIES

The normal hours of business at Post Offices and Postal Agencies are:—

GENERAL POST OFFICE, KINGSTON

Public Counter—Barry Street/Orange Street

All classes of business	..	8.00 a.m.—4.00 p.m. Daily
Postage stamps	..	8.00 a.m.—6.00 p.m. Daily
Telegrams	..	8.00 a.m.—4.00 p.m. Monday–Friday
		8.00 a.m.—12 noon Saturday

Parcels Counter—Orange Street (adjoining main public office)

Posting only (Local and Foreign)	..	8.00 a.m.—3.00 p.m. Monday–Friday
		9.00 a.m.—1.00 p.m. Saturday

Private Letter Box Section—King Street

	8.00 a.m.—7.00 p.m. Daily
	8.00 a.m.—5.00 p.m. Saturday

Public Counter—King Street

Delivery of Registers to Box Holders, Government Departments and Post Restante	..	8.00 a.m.—4.00 p.m. Monday–Saturday
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PARCEL POST OFFICE

Delivery of Parcels from

Overseas	..	9.00 a.m.—3.00 p.m. Monday–Friday
		9.00 a.m.—1.00 p.m. Saturday

ALL OTHER POST OFFICES .. 8.00 a.m.—5.00 p.m. Daily

POSTAL AGENCIES

Grade 'A' Agencies are open 5 hours per day on Monday, Wednesday, Friday, Saturday to suit local requirements

Grade 'B' Agencies are open 6 hours per day Monday to Saturday to suit local requirements

Grades 'C' to 'H' are open 8 hours per day Monday to Saturday.

Postal Sub-Agencies open during the Agents' normal business hours.

PUBLIC HOLIDAYS

Christmas Day and Good Friday—all Offices and Agencies are closed.

SUMMARY
OF
PRINCIPAL SERVICES
AND
RATES OF POSTAGE

- 1. INLAND POST**
- 2. OVERSEAS POST**
- 3. OTHER POSTAL CHARGES
OF GENERAL INTEREST**

SUMMARY

OF

PRINCIPAL SERVICES AND RATES OF POSTAGE

INLAND POST

Letters

Charges:

1st 4 oz ..	10c
Over 4 oz to 8 oz ..	15c
Over 8 oz to 12 oz ..	20c
Over 12 oz to 1 lb ..	30c
Over 1 lb to 2 lb ..	60c
Over 2 lb to 4 lb ..	90c

Limit of Weight: 4 lb

Limits of Size:

2 feet in length, 18 inches in breadth or depth.

In form of roll:

3 feet 3 inches for the length and twice the diameter combined (greatest dimension not to exceed 2 feet 8 inches). See also page 33

Postcards

Charges

Single ..	5c
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Limits of Size:

Maximum:

5½ inches in length, 4½ inches in width.

Minimum:

5½ inches in length and 3½ inches in width.

Large cards which exceed the post card size limits are charged at letter rate. See also pages 33—34

Small Packets

No Service.

Printed Papers

Charges: ..

1st 4 oz ..	9c
Over 4 oz to 8 oz ..	10c
Over 8 oz to 12 oz ..	15c
Over 12 oz to 1 lb ..	30c
Over 1 lb to 2 lb ..	60c
Over 2 lb to 4 lb ..	85c

Limit of Weight: 4 lb

Limits of Size:

2 feet in length 1 foot in breadth or depth.

In form of roll:

3 feet 3 inches for length and twice diameter combined (greatest dimension not to exceed 2 feet 8 inches). See also pages 34—35

Literature for the Blind (Braille)

Postage Free

(Special rate by Air Mail—
2c for every 2 oz or
fraction thereof).

Limit of Weight:
15 lb

Limits of Size:

Same as for "Printed Papers" above.
See also page 37

Summary: Principal Services, etc. Inland, *contd.***Newspapers or Magazines**

(Printed and published in Jamaica at intervals of not more than 31 days or registered at the General Post Office, London)

Limits of Size:

Same as for "Printed Papers".
See also page 38

Limit of Weight: 1½ lb

Charges:

5c per copy irrespective of weight. Maximum weight: 1½ lb

Registration

Charges:
(Additional to normal postage)

To cover compensation up to \$20	40c
For each additional \$20 up to maximum \$800	2c

The registration service covers letters, letter packets and parcels. Articles intended for registration must be handed to an officer of the Post Office. A certificate of posting must be obtained. See also pages 39—40

Parcels

Charges:
12c per lb

Limit of Weight: 20 lb

Limits of Size

3 feet 6 inches, in length, 6 feet in length breadth and depth combined.
See also page 45

Advice of Delivery Fee	4c
------------------------	----

See also page 40

Express Delivery Service

Limit of Weight: Letters	..	4 lb
Parcels	..	7 lb
Other articles	..	normal limits

Charges:	
Normal Postage plus	20c

Delivery by special messenger immediately after receipt at office of destination—Service extends to all Post Offices in the Corporate Area of Kingston and St. Andrew and to District Post Offices listed at page 41

Business Reply Service

Charges:
On each item normal postage plus a fee of 2c

This service enables a person or firm to receive cards or letters from clients without prepayment of postage, with the fee of 2c on each item being paid by the addressee. The service is available only for articles posted and delivered within Jamaica. A licence to use this service must be obtained from the Postmaster General.
See also pages 43—45

Summary: Principal Services, etc. Inland and Overseas

Telegraph Services

Telegrams:

- i. Ordinary telegrams—
First 12 words .. 35c
Each additional word 3c
- ii. Priority telegrams—
First 12 words .. 45c
Each additional word 3c

Telegrams will be delivered from the Terminal Office by messenger without charge if the addressee resides within one mile of such office, or if in Kingston within the postal delivery. Portage payable beyond these limits. For further particulars see pages 257—258

For further details see pages

Registration of Telegraphic

Address (per annum) \$8.00

OVERSEAS POST
SURFACE MAIL

Letters

Postcards

Small Packets

Printed Papers
and Newspaper

All countries up to

1 oz ..	18c	Single 12c	Up to 4 oz ..	20c	Up to 1 oz ..	9c
Over 1 oz to 2 oz	30c		Over 4 oz to 8 oz	36c	Over 1 oz to 2 oz	14c
Over 2 oz to 4 oz	40c		Over 8 oz to 1 lb	65c	Over 2 oz to 4 oz	20c
Over 4 oz to 8 oz	90c		Over 1 lb to 2 lb	\$1.08	Over 4 oz to 8 oz	36c
Over 8 oz to 1 lb	\$1.70				Over 8 oz to 1 lb	65c
Over 1 lb to 2 lb	\$2.90				Over 1 lb to 2 lb	\$1.08
Over 2 lb to 4 lb	\$4.60				Over 2 lb to 4 lb	\$1.50
					Books and Pamphlets	
					weighing up to 11 lb	
					Over 4 lb to 5 lb	\$1.90
					Over 5 lb to 7 lb	\$2.65
					Over 7 lb to 9 lb	\$3.40
					Over 9 lb to 11 lb	\$4.20

PARCELS	Up to 2 lb	Up to 7 lb	Up to 11 lb	Up to 22 lb
United Kingdom	\$4.90	\$6.50	\$8.50	\$11.30
Barbados, Bermuda, Trinidad and Tobago	\$1.70	\$2.40	\$3.40	\$5.00
Antigua, Belize, Dominica, Grenada, Montserrat, St. Kitts, St. Lucia, St. Vincent, Nevis	\$1.70	\$2.40	\$3.20	\$4.70
Guyana	\$2.20	\$3.15	\$4.35	\$6.30
Canada				
United States of America				

65c per lb (limit 22 lb)

70c per lb (limit 22 lb)

For other Countries see rate sheet R3 and fuller details see pages 94—254

Summary: Principal Services Overseas, *contd.*

AIR MAIL

	Letters per $\frac{1}{2}$ oz	Air Letter Forms	Post- cards	Second- Class per $\frac{1}{2}$ oz	News- papers per $\frac{1}{2}$ oz	Parcels per $\frac{1}{2}$ lb
United Kingdom ..	25c	18c	12c	12c	6c	\$2.50
Europe (except Cyprus and U.S.S.R.) ..	25c	18c	12c	12c	6c	Enquire at P.O. 80c
U.S.A. ..	20c	18c	10c	10c	5c	80c
Canada ..	20c	18c	10c	10c	5c	80c
Antigua, Barbados, Belize, Bermuda, Cayman Islands, Dominica, Guyana, Grenada, Montser- rat, Nevis, St. Kitts, St. Lucia, St. Vin- cent, Trinidad and Tobago ..	20c	18c	10c	10c	5c	70c*
Turks and Caicos Islands ..	20c	18c	10c	10c	5c	\$1.10
Bahamas ..	20c	18c	10c	10c	5c	\$1.00
Central and South America, and other Caribbean Islands (except those above)	20c	18c	10c	10c	5c	Enquire at P.O.
Africa, Asia, Austra- lia, Cyprus, Far East, New Zealand, U.S.S.R. ..	30c	18c	18c	18c	10c	Enquire at P.O.

*Air parcel rate to Cayman Islands: 60c per $\frac{1}{2}$ lb

Definition of Second Class Mail:

Greeting Cards (unsealed)*Small Packets* (maximum weight: 2 lb)

<i>Printed Matter</i>	All Countries	4 lb
	Exceptionally, printed volumes sent singly and pamphlets will be accepted up to	11 lb

Mail intended for transmission by Second Class Air Mail with the exception of Small Packets must *not* be sealed.

Summary: Principal Services Overseas, Other Postal Charges

A blue air mail label must be affixed to each article and in the case of second class mail each article must be clearly and appropriately superscribed on the address side of the cover to show the particular service for which it is intended namely: "Printed Papers", "Small Packet" or "Literature for the Blind", as the case may be.

Air Letters

These must be written on special Air Letter forms weighing not more than one-tenth of an ounce.

These forms, bearing an 18c stamp, are obtainable at all Post Offices, price 18c each.

Enclosures are not permitted.

Air mail correspondence to all destinations may be registered. Insured articles may be forwarded by air to most countries to which the insurance service extends.

OTHER POSTAL CHARGES OF GENERAL INTEREST

Advice of Delivery Fee	..	INLAND	4c
Advice of Delivery Fee	..	OVERSEA	20c
Reclamation Fee	6c
Presentation to Customs Charge	..	On each incoming parcel on which duty is payable				50c
Cash-on-Delivery Fee	..	On each incoming C.O.D parcel in addition to the Customs Clearance Fee				10c
Insurance Fee						
INLAND	No Service. See Registration			
OTHER COUNTRIES:						
Letters	For every \$36 of insured value			10c
Parcels	See pages 89, 91			

The insurance service does not extend to all countries.

Private Letter Bags

(conveyed by an employee of the holder of the bag) \$8 per annum payable in advance.

Private Letter Bags

(conveyed under arrangement with the Post and Telegraphs Department) .. \$10 per annum payable in advance.

Private Letter Boxes .. \$8 per annum payable in advance.

Other Postal Charges—Postage Stamps and Stamped Stationery, *contd.***Money Order Commission**

On orders drawn on—			
Antigua, Bahamas, Barbados,	}	For first \$4 5c
Bermuda, Belize, Cayman		For each additional \$2 or part
Islands, Dominica, Grenada,		thereof 2c
Guyana, Montserrat, Nevis,			
St. Kitts, St. Lucia, St. Vin-			
cent, Tortola Trinidad and			
Tobago and Turks Islands			
ALL OTHER COUNTRIES	..	For first \$2 5c
		For each additional \$2 or part
		thereof 2c

All Money Orders for countries to which there is no direct service—an additional commission is deducted from the value of the order by the forwarding country.

Registration Fees

INLAND	To cover compensation up to \$20	.. 40c
			For each additional \$20 (maximum	
			compensation \$800)	.. 2c
OTHER COUNTRIES	..	40c per article.		
		(maximum compensation \$14.33)		

		Sale Price	Surrender Value in Jamaica
<hr/>			
International Reply Coupons	..	36c	18c

For other charges and more detailed information see the relative sections of the Guide

POSTAGE STAMPS AND STAMPED STATIONERY

Postage stamps of the following denominations are on sale:—
1c, 2c, 3c, 4c, 5c, 8c, 10c, 15c, 20c, 30c, 50c, \$1 and \$2.

The following is a brief description of the stamps together with the dates of issue.

Denominations	Description	Dates of Issue
1c	Pimento, well known for its quality as a spice	5.6.72
2c	Red Ginger (<i>Guillainia Purpurata</i>)	
3c	Bauxite Industry	
4c	Kingston Harbour and Causeway linking Kingston with the South St. Catherine plains	17.4.72
5c	Oil Refinery	
6c	Senate Building, University of the West Indies	5.6.72
8c	National Stadium	
9c	Devon House—National Monument	17.4.72
10c	Air Jamaica—the National Airline	

Other Postal Charges—Postage Stamp and Stamped Stationery Sale of Stamps to Philatelists—International Reply Coupons

Denominations	Description	Dates of Issue
15c	Old Iron Bridge in Spanish Town	2.10.72
20c	College of Arts, Science and Technology	
30c	Dunn's River Falls	
50c	Rafting, a popular sport on the Rio Grande and Martha Brae Rivers	5.6.72
\$1	Jamaica House, official residence of the Prime Minister	
\$2	Kings House, official residence of the Governor-General	2.10.72

The following stamped stationery is on sale:—

Postcards impressed with a 5c stamp for use in the inland service only	..	Single	5c
Newspaper Paper wrappers impressed with 5c stamp	..	Each	5c
Light air letter forms impressed with a 18c stamp	..	Each	18c

Registered letter envelopes embossed with a stamp to cover

40c registration and 10c postage:—

Size—5½ inches by 3¼ inches	..	Each	52c
Size—8 inches by 4½ inches	..	Each	53c

Judicial stamps of the value of 5c, 10c, 20c, 40c, 50c, 65c, 85c, \$1 and \$2 are sold at all offices where there is a demand for them.

SALE OF STAMPS TO PHILATELISTS

A Philatelic Bureau is operated for the convenience of Stamp Collectors. Orders by post should be addressed to the Philatelic Bureau, General Post Office, Kingston, Jamaica, and should be accompanied by a remittance sufficient to cover the cost of the stamps plus return postage and registration fee. The remittance should be in the form of a bank draft, money order, postal order or certified cheque made payable to the Postmaster General.

INTERNATIONAL REPLY COUPONS

International Reply Coupons are on sale at the Stamp Counters, Kingston, and the following Post Offices:—

Black River, Boscobel, Brown's Town, Cross Roads, Constant Spring, Hagley Park, Halfway Tree, Liguanea, Mandeville 2, May Pen, Mona, Montego Bay 1, Morant Bay, Ocho Rios, Port Antonio, Port Maria, St. Ann's Bay, Savanna-la-Mar, Spanish Town and Tower Isle.

They are intended to provide a means of prepayment of replies by post.

International Reply Coupons, price 36c, may be exchanged at any Post Office in any country of the Universal Postal Union for stamps to cover the minimum postage on an unregistered letter to be sent abroad by surface mail. They may also be exchanged for postal stationery.

Other Postal Charges—International Reply Coupons, *contd.*

When a sufficient number of these coupons are presented, they may be exchanged for postage stamps to cover the minimum postage on an unregistered letter to be sent abroad by air-mail.

The Postmaster General reserves the right to require that the item to be sent abroad be presented along with the coupons to be exchanged.

There is no limit to the period of exchange for international reply coupons.

International Reply Coupons presented at any Post Office in Jamaica will be exchanged for stamps of the following value:— 18c each

INLAND POST

INLAND POST

The regulations of the inland post apply generally to any postal packet sent between one place and another within the island.

Items which are admitted to the inland post are classified as follows:—

Letters
Postcards
Printed Papers
Literature for the Blind
Newspapers
Parcels

LETTERS

RATE OF POSTAGE

First 4 oz	10c
Over 4 oz to 8 oz	15c
Over 8 oz to 12 oz	20c
Over 12 oz to 1 lb	30c
Over 1 lb to 2 lb	60c
Over 2 lb to 4 lb	90c

INSUFFICIENTLY PREPAID LETTERS

A letter (except under the business reply service) which is wholly unpaid or insufficiently prepaid is charged on delivery with double the deficiency.

WEIGHT AND SIZE

Limit of weight: 4 lb

LIMITS OF SIZE

Letters other than in the form of a roll:

Maximum:

2 ft. in length and 18 inches in breadth or depth.

Minimum:

5½ inches by 3½ inches

Letters in the form of a roll:

Maximum:

Length and twice the diameter 3 ft. 3 inches, the greatest dimension not to exceed 2 ft. 8 inches.

Minimum:

Length and twice the diameter 6½ inches, the greatest dimension not to be less than 4 inches.

POSTCARDS

RATE OF POSTAGE

Single	5c
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INSUFFICIENTLY PREPAID POSTCARDS

Postcards wholly unpaid or insufficiently prepaid are forwarded but are charged on delivery with double the deficiency.

Inland Post, Postcards, Printed Papers, *contd.***LIMITS OF SIZE**

No card may exceed $5\frac{1}{2}$ inches in length by $4\frac{1}{2}$ inches in width nor be less than $5\frac{1}{2}$ inches in length by $3\frac{1}{2}$ inches in width. The material for private cards to be used as postcards must be ordinary cardboard or paper not less than one-hundredth of an inch thick and not more flexible than the postcards sold by the Post Office.

CONDITIONS

The right-hand half at least of the address side is reserved for the address and any necessary postal service indications. The postage stamps should be affixed to the top right-hand corner of this portion. The remaining space is for the use of the sender. All postcards other than picture postcards of private manufacture must bear on their face the word "POSTCARD" or its equivalent in another language.

Nothing may be attached to a postcard except:—

1. Stamps in payment of postage.
2. A label or strip of paper completely adhered to the card, and bearing the name and address of the addressee.
3. A similar label (not to exceed 2 inches long and $\frac{1}{2}$ inches wide) bearing the name and address of the sender of the card; and
4. Engravings, drawings, photographs, and printed matter on very thin paper and completely adherent to the card.

A postcard may not be folded, nor may it be cut or altered in such a way as to reduce the size below $5\frac{1}{2}$ inches by $3\frac{1}{2}$ inches. A postcard may not be enclosed in a cover of any kind.

If these conditions are not fulfilled the card will be treated as a letter.

The articles specified in 3 and 4 above, may be affixed either to the back of the card or to the left-hand of the address side.

PRINTED PAPERS**RATE OF POSTAGE**

First	4 oz	9c
Over	4 oz to 8 oz	10c
Over	8 oz to 12 oz	15c
Over	12 oz to 1 lb	30c
Over	1 lb to 2 lb	60c
Over	2 lb to 4 lb	85c

INSUFFICIENTLY PREPAID PRINTED PAPERS

Printed papers wholly unpaid or insufficiently prepaid, are forwarded but charged on delivery with double the deficiency.

LIMIT OF WEIGHT: 4 lb

Inland Post, Printed Papers, *contd.***LIMIT OF SIZE**

Packets other than in the form of a roll:

Maximum:

2 ft. in length and 1 foot in breadth or depth

Minimum:

5½ inches by 3½ inches

Packets in the form of a roll:

Maximum:

Length and twice the diameter 3 ft. 3 inches, the greatest dimension not to exceed 2 ft. 8 inches.

Minimum:

Length and twice the diameter 6½ inches, the greatest dimension not to be less than 4 inches.

Definition

In general the printed paper rate applies to all impressions or copies obtained upon paper or similar material, parchment or cardboard, by means of printing, engraving, lithography, mimeography, photography, or other readily recognizable mechanical process, except those obtained by means of the typewriter, tracing and hand stamps with or without movable types.

Make-up

Printed papers should be clearly marked in the upper left-hand corner "Printed Papers". They are subject to examination in the post and must be made up in such a way as to be easily examined. They may be placed in a wrapper, upon a roller, between boards, in an open case or in an unclosed envelope furnished with a blunt fastening easy to open and replace; or they may be secured with string easy to untie. Printed matter in the form and substance of a card may be sent unenclosed without band, envelope, or fastening and must then conform to the conditions for postcards except for postage and maximum dimensions. Similarly, printed papers may be sent unenclosed if they are folded in such a way that they cannot become unfolded during transmission, and that there is no risk of their entrapping other articles.

ADMISSIBLE DOCUMENTS

The following articles or documents are transmissible as printed papers in the international post:

Address cards
Advertisements
Albums containing photographs
Books, sewn or bound
Catalogues
Drawings
Engravings
Greetings and visiting cards
Maps
Newspapers
Notices of various kinds printed, engraved, lithographed, mimeographed, or photographed.
Letters and postcards exchanged between pupils of schools provided that these items are sent through the principals of the schools concerned.

Pamphlets
Paper patterns to be cut out
Periodical works
Photocopies
Photographs
Pictures
Plans
Prospectuses
Proofs of printing, corrected or uncorrected with or without the relative manuscript
Sheets of music (but not perforated sheets intended for use with automatic musical instruments).

Inland Post, Printed Papers, *contd.***ADMISSIBLE DOCUMENTS, *contd.***

- Pupils' exercises in the original or with corrections but without any note which does not relate directly to the performance of the work.
- Manuscripts of works or for newspapers.
- Musical scores in manuscript.

REPRODUCTIONS OF MANUSCRIPTS OR TYPEWRITTEN ORIGINAL (CIRCULARS)

Such reproductions, when obtained by a mechanical manifoldng process are accepted for transmission as printed papers if:—

- (1) they are handed in at a Post Office
- (2) special attention is drawn to the fact that they are a reproduction of the kind specified
- (3) at least 20 items containing precisely identical copies are handed in at the same time.

"Carbon" copies of the typewritten original (but not the top copy) are admissible at the printed paper rate under the same conditions as the foregoing, if addressed to any place in Jamaica.

ADDITIONS AND ALTERATIONS

The sender may, either outside or inside a packet of printed papers; indicate by any process, the name or business name, status, profession and address of the sender and of the addressee; the date of despatch, the signature, a serial or registration number referring solely to the packet;

Correct errors in printing;

Strike out, underline or ring round certain words or certain parts of a printed text unless this is done with the object of constituting a code.

The following and similar documents and so on, may bear additions and alterations made by any process, to the extent indicated in each case.

Order forms: Order forms or subscription forms or forms of offer for publications, books, pamphlets, newspapers, engravings and pieces of music may bear the names of the works and number of copies asked for or offered; the price and notes representing essential elements of the price; the method of payment; the edition and names of the authors and publishers; the catalogue number and the *Words Paper Covered, Stiff Covered or Bound*

Forms used by the lending services of libraries: The titles of the works, the number of copies asked for or sent, the names of the authors and publishers, the catalogue numbers, the number of days allowed for reading, the name of the person wishing to consult the work in question.

Printed cards: Christmas, New Year, Easter, Birthday, picture, greeting and visiting cards may bear good wishes, greetings, congratulations, thanks, condolences or other formulae of courtesy expressed in not more than five words or by means of not more than five conventional initials; for example: Kind Regards, Best Wishes and other greetings and so on, not conveying specific information or making an enquiry or request are admissible. Phrases such as: Arrived Safely, See you on Monday, and so on, are not admissible.

Inland Post, Printed Papers, Literature for the Blind, *contd.*

Proofs of printing: Alterations and additions concerned with corrections, form and printing, and also such notes as "Passed for Press", or similar notes concerned with the execution of the work. In case of want of space, these additions may be made on separate sheets.

Fashion Papers: Cut-out patterns which bear indications that they form an integral part of the paper with which they are sent.

Books (Printed literary and artistic productions): Books, pamphlets, newspapers, photographs, engravings, sheets of music and in general all literary or artistic productions, whether printed, engraved, lithographed or mimeographed, may bear a dedication consisting of a simple expression of regard.

Cuttings from newspapers and periodicals: The title, date, number and address of the publication from which the article is taken.

Notices of Change of address: The old and new address of the sender and the date of the change.

Enclosures

The sender may enclose in a packet of printed papers, a card, envelope or wrapper bearing his printed address or that of his agent, and having a postage stamp of the country of destination affixed for prepayment of the return postage. The relative open invoice, reduced to its essential elements together with copies of the invoice deposit notes, may be enclosed with articles listed in the paragraph "Books" above.

Inadmissible articles

Cinematograph films and sound recordings, gramophone records, stationery, postage stamps or forms of prepayment whether obliterated or not, or any paper representing a monetary value, or printed papers of which the text has been modified after printing or which bear any marks whatever of such kind as to constitute a conventional language or any blank paper, note paper or envelope (with or without printed address) or all other articles of stationery, pure or simple, punched paper tapes and ADP Cards (automatic data processing) bearing perforations, marks or signs, which could constitute annotations.

LITERATURE FOR THE BLIND

Books or papers impressed or intended to be impressed in "Braille" or other special type or any articles used specially by the blind posted unsealed are accepted for conveyance to all destinations by surface mail, postage free up to a maximum weight of 15 lb.

Books or papers impressed in Braille or other special type and any articles used specially by the blind, plates for embossing literature for the blind and sound records intended solely for the use of the blind posted unsealed may be sent by air mail to any destination at the special rate of two cents for every two ounces or fraction thereof.

In order to be eligible for this special rate the article must either be posted by a recognized institution for the blind in Jamaica or be addressed to a recognized institution for the blind in another country.

Packets of Literature for the Blind whether intended for conveyance by surface or air mail must not exceed 15 lb in weight.

Inland Post, Literature For The Blind, Newspapers

The maximum and minimum dimensions are the same as for printed papers.

No communication either in writing or printed in ordinary type may be enclosed in a packet of Literature for the Blind except the title, date of publication, serial number, names and addresses of the manufacturer, printer or publisher, price and table of contents of the articles and any key to, or instructions for, the use of the special type, or any enclosure except a label for the return of articles.

Articles should be clearly marked in the upper left hand corner "Literature for the Blind".

NEWSPAPERS

RATE OF POSTAGE

Charge: 5c per copy
Limit of weight: 1½ lb

Definition

The following are accepted for conveyance as Newspapers:—

- (a) Any newspaper or magazine printed and published in the island at intervals of not more than 31 days;
- (b) Any British publication registered as a newspaper at the G.P.O., London

Newspapers not conforming to the definition at (a) and (b) above are transmitted at the printed paper rate.

SUPPLEMENTS

Any supplement issued with a newspaper must consist wholly or mainly of matter like that of the newspaper, or of advertisements, printed on paper, or wholly or partly of pictorial matter illustrative of articles in the newspaper; it must in every case be published with the newspaper, and have the whole or part of the title of the newspaper printed at the top of every page, or at the top of every sheet or side on which any such pictorial matter appears. All sheets of the supplement must be put together in some one part of the newspaper, whether gummed or stitched up with the newspaper or not. The supplement or supplements issued with any number of a registered newspaper may not exceed the newspaper itself in size or weight.

The Post Office cannot regard a document as a supplement merely because it is printed under that title. A separate document intended to be used for separate purposes is not a supplement to a newspaper. For example, documents of the following descriptions if enclosed in copies of registered newspapers render them inadmissible at the newspaper rate of postage:

1. Any document not printed by the responsible printer of the paper, such as an advertisement sheet printed for an advertiser and sent to the publisher of a newspaper for distribution with it;
2. A contents bill, an advertisement sheet with an order form attached, a prospectus with an application form attached, or a proposal or inquiry form; or

INLAND POST: NEWSPAPERS, COMBINED PACKETS, REGISTRATION

3. Any document drawn up in the form of a direct personal communication to the recipients, such as a printed circular in the form of a letter purporting to be addressed by an advertiser to the person by whom the newspaper in which it is enclosed is received.

Make-up

A newspaper should be so folded and secured, if posted in a cover, as to admit of ready inspection of the title. The cover should be open at both ends and be easily removable for examination of the contents.

COMBINED PACKETS

It is permissible to enclose in the same packet, articles on which different charges are payable (except Literature for the Blind) provided that each article taken singly is within the limits applicable to it as regards weight and size, and that the total weight does not exceed 4 pounds.

The postage payable is that applicable to the class of enclosure subject to the highest rate of postage.

REGISTRATION

Any letter, parcel or other postal packet may be registered. The minimum fee for registration is 40c. Higher fees covering higher compensation on inland letters may be paid as follows:—

To cover compensation up to \$20 ..	40c.
For each additional \$20 (maximum compensation \$800)	2c.

Instructions for Registering

An article to be registered must be handed in at a Post Office and a receipt obtained for it; it must not be dropped into a letter-box.

No letter intended for delivery overseas will be registered if it is taken out of a letter box (i.e. has not been handed in at a post office) despite the fact that the cover is clearly marked "Registered" or with any other indication that the sender desires it to be registered, even if it be fully prepaid for registration or not.

Every letter or parcel presented for registration must be enclosed in a strong cover appropriate to its contents and securely fastened with wax, gum or other adhesive substance in such a manner as to render impossible the opening thereof without damage to the cover. It will not be accepted if it shows any sign of having been opened and refastened before posting.

If a letter is fastened by means of adhesive paper or tape, each strip must bear some word or mark distinctive of the sender, such as his name or initials or must be initialised by the person who tenders the article for registration. Letter packets not fastened with any adhesive matter but tied with string will be accepted provided the ends or knots of the string are sealed with wax or by means of a lead seal crushed with a press.

ISLAND SERVICE: REGISTRATION, COMPENSATION

Instructions for Registering, *contd.*

The instructions regarding fastening and sealing do not apply to packets containing literature for the blind and printed papers intended for registration as these must be open to inspection whether registered or not.

A postal article addressed to initials cannot be registered.

The address must be clearly written in English but can be repeated in another language. It must be written in ink or copying pencil.

The full postage and registration fee must be prepaid at the time of posting.

If in the opinion of an officer of the Post Office to whom an article is tendered for registration the packing is inadequate or if the article is unsuitable for registration for any other reason, registration of the article may be refused.

Money sent by registered post should be enclosed in one of the registered letter envelopes sold by the Post Office. Coins must be packed in such a way that they cannot move about inside the envelope.

Advice of Delivery

The sender of a registered article may obtain an advice of its delivery by prepaying in stamps at the time of posting, the sum of 4c for an inland registered letter or 20c for an overseas registered or insured letter.

Inland Service: Registration, Compensation

Articles Irregularly Posted For Transmission Within the Island.

An article marked in any way to indicate that it should be registered which is found posted amongst ordinary correspondence is compulsorily registered and taxed as follows:

- (a) Single registration fee, plus double the postage less any amount prepaid.
- (b) Any ordinary article (other than a parcel) which may contain coin, bank notes, currency notes, negotiable instruments payable to bearer, platinum, gold, or silver, whether manufactured or not, precious stones, jewels or other precious articles must be registered and if it is posted without registration will be compulsorily registered and taxed with double the deficiency of the postage plus the registration fee.

In the event of loss or damage no compensation is paid on an irregularly posted article.

Posting receipts are not issued for items thus registered.

COMPENSATION

The Post Office pays compensation up to the limit set out below for the loss or damage of inland registered articles subject to compliance with the conditions regarding fastening, sealing, packing and so on indicated in section headed "Registration".

To cover compensation up to \$2040c
For each additional \$20 (maximum compensation \$800)		2c

Compensation is not paid in respect of unregistered postal articles or items.

Compulsorily registered (see under "articles irregularly posted for transmission within the Island above)

Inland Service: Express Delivery,

No indemnity is payable in the case of:

- (i) Force majeure i.e. tempest, shipwreck, earthquake, war, etc.
- (ii) Any packet containing a prohibited article
- (iii) Any packet in respect of which a claim is not made within a year of the date of posting
- (iv) Any packet which the Post Office cannot account for in consequence of the loss of official documents through a cause beyond control.

The final decision upon all questions of compensation rests with the Postmaster General.

EXPRESS DELIVERY**Extent of Service**

The express delivery service provides for delivery of postal articles posted in Jamaica for delivery in the island by special messenger immediately after they are received at the office of destination.

Express articles are forwarded from the office of origin to the office of destination in the same mails as ordinary correspondence and therefore the time taken for transmission between offices is not reduced.

The service at present only extends to articles addressed to persons residing in the delivery areas of the following Post Offices:—

All offices in the Corporate Area of Kingston and St. Andrew
Falmouth
Linstead
Mandeville
May Pen
Montego Bay
Morant Bay
Old Harbour
Port Antonio
Port Maria
St. Ann's Bay
Savanna-la-Mar
Spanish Town

but articles addressed to anyone in these areas may be posted at any Post Office in Jamaica.

Inland Service: Express Delivery; Business Reply Service**Charges**

The normal postage plus express fee of 20c

The normal postage plus the express fee of 20c must be prepaid. Any amount insufficiently prepaid will be collected from the addressee on delivery or, should he refuse to take delivery, from the sender to whom the article would be returned in case of non-delivery.

Distinctive Marking and Posting

Letters and parcels for Express Delivery and intended for registration must be handed in at a Post Office counter and a receipt obtained. All other articles may be similarly handed in or may be posted in a letter box.

In all cases the word "Express" must be boldly and legibly written above the address on the left-hand side of the cover.

The Post Office does not undertake to ensure the special delivery of an article which is not marked in the prescribed manner.

Limit of Weight

Letters: 4 lb

Parcels: 7 lb

All other articles: The normal limit according to the appropriate class of article provided it does not exceed 7 lb in weight.

Delivery

Delivery of express articles will be restricted to the hours of 8.00 in the morning and 7.00 in the evening on week days and 12 noon on Saturdays.

BUSINESS REPLY SERVICE**DESCRIPTION**

Under this service a person who wishes to obtain a reply from a client without putting him to the expense of paying postage, may enclose in his communication an unstamped reply card, envelope, folder or gummed label of the special design shown below. He may also incorporate in his advertisements in newspapers and other publications a special design to be used as an address label adhering completely to cards or envelopes or as a folder suitable for transmission by post under Post Office Regulations. The client can post the card and so on, in the ordinary way, but without a stamp and the addressee will pay the charges on all the replies he receives. Delivery will be effected once daily, by the second distribution.

This service is available only for articles posted and delivered within the island of Jamaica.

CONDITIONS

Licence: Before any person uses business reply cards and so on, a licence must be obtained from the Postmaster General.

Deposit: The licensee will be required to pay in advance such sum of money (not less than two dollars) as the Postmaster General shall think sufficient in respect of the charges likely to be incurred on postal articles transmitted and shall from time to time whilst his licence is in force pay on demand such further sum as the Postmaster General may think necessary.

Inland Service : Business Reply Service, *contd.*

Design of cards and soon: Specimens of all cards, envelopes, folders and labels proposed to be issued to correspondents and of the advertisements in which the design is proposed to be incorporated for use as aforesaid must be forwarded by the licensee to the Postmaster General for approval and no card, envelope, folder or label for issue to correspondents, and no advertisement incorporating the said design may be used until a specimen thereof has been approved by the Postmaster General in writing.

The Postmaster General's approval is required not only for initial supplies of business reply cards and so on, but also for subsequent supplies where the layout differs in any way from the original supply.

SPECIMEN BUSINESS REPLY CARD

Postage will be paid by Licensee	<div style="display: flex; align-items: center; justify-content: center;"> <div style="border: 1px solid black; padding: 5px; margin: 0 10px;"> $1\frac{1}{2}$ ins. </div> <div style="flex-grow: 1; border-bottom: 1px solid black; position: relative;"> <div style="position: absolute; top: -5px; left: 50%; transform: translate(-50%, -50%);">↑</div> <div style="position: absolute; bottom: -5px; left: 50%; transform: translate(-50%, 50%);">↓</div> </div> </div>	No postage stamp necessary if posted in Jamaica
<div style="border: 1px solid black; padding: 10px; margin: 10px auto; width: 60%; text-align: center;"> BUSINESS REPLY SERVICE LICENCE NO. </div>		
NAME: ADDRESS:		
<div style="display: flex; justify-content: flex-end; align-items: center; gap: 10px;"> <div style="width: 20px; height: 100px; background-color: black;"></div> <div style="width: 20px; height: 100px; background-color: black;"></div> <div style="width: 20px; height: 100px; background-color: black;"></div> <div style="width: 20px; height: 100px; background-color: black;"></div> </div>		

1. The design must be not less than 5 inches long by $3\frac{1}{2}$ inches wide;
2. The name and full postal address of the licensee must be printed parallel to the length below the panel containing the licence number;
3. A space of not less than $1\frac{1}{2}$ inches must be left between the top edge and the top of the licence number panel;
4. The words *No postage stamp necessary if posted in Jamaica* must be printed in the top right-hand corner;
5. The word *Postage will be paid by Licensee* must be printed in the top left-hand corner. The name of the licensee may be used instead of the word Licensee;
6. There must be two wide vertical lines near the right-hand edge. Nothing other than the design, licence number and address may appear on the address side;
7. The design and address should preferably be printed in black but any deep colour (for example, green, blue or brown) except red, orange or yellow will be accepted provided that the printing is in strong contrast with the colour of the card or paper.

Inland Service: Business Reply Service, Franking Machines

8. The printing on cards and so on for transmission at the printed paper rate must not be in imitation of typewriting;
9. Cards must be of material not less than one-hundredth of an inch thick and not more flexible than the postcards issued and sold by the Post Office;
10. Labels must be printed on paper which will readily take an adhesive substance and which is not too thick to admit of the label being securely pasted down;
11. Folders must, where possible, be so arranged that there are folds above and to the right of the top right-hand corner of the address side. Flimsy paper is not suitable for folders.

Miscellaneous conditions: In other respects business reply cards and so on will be subject to the general regulations relating to the inland letter, post card, and printed papers post except that they cannot be redirected after delivery at the business reply address, and, if re-transmitted, must be enclosed in a cover and postage prepaid.

Fees: A fee of 2c in addition to the normal postage will be charged on each card and so on returned by post to the licensee for example, a 10c letter will be charged 12c, and a 5c postcard will be charged 7c.

Payment of Postage in Cash

Senders of large quantities of correspondence may prepay postage charges in cash or by means of certified cheques at the General Post Office, Kingston.

All postal articles except registered and insured articles and parcels will be accepted provided the total charge on each posting which must be paid before or at the time of posting, is not less than \$1 in value.

Each posting must be handed in at the General Post Office between 10.00 a.m. and 4.00 p.m. and must consist of the same category of correspondence, i.e., solely of letters, newspapers or circulars and each article must be liable to the same rate of postage.

Letters and circulars must be tied up in bundles of 50 with the address arranged in the same direction and bulky articles and newspapers in bundles of 10.

At the time of posting the sender will present a statement certifying that the articles are tied in bundles of 50 or 10 and that they all consist of the same category of correspondence subject to the same postage charge.

On the special authority of the Postmaster General in each case, newspaper offices may be allowed to send their newspaper wrappers for stamping as "paid" 24 hours before the time of posting subject to the name of the newspaper being clearly printed on the wrappers.

**Prepayment of Postage by Franking Machine Impressions
Franking (Postage Meter) Machines**

Users of these machines must conform to the following conditions:—

1. They must obtain the Postmaster General's permission for their use.
2. Payments in advance in respect of postage must be made from time to time at a specified Post Office where the machine must be presented for meter setting.
3. The correspondence franked by the machine must be faced, securely tied in bundles and handed in at a specified office, not necessarily that at which the machine is periodically taken for control.

Inland Service: Franking Machines, Parcels

4. Franking dies and machines must be maintained in good condition, and any necessary replacements, and repairs made, at the user's expense to ensure clear and distinct franking impressions and absolute accuracy in recording.
5. The user of the machine must on no account remove or otherwise interfere with the seal placed on the machine by the Post Office.
6. No repairs required to the machine can be carried out without the express permission of the Postmaster General in writing.
7. No machine may be sold, loaned to another person or otherwise disposed of without the prior consent of the Postmaster General in writing.

PARCELS**RATE OF POSTAGE—**

12c per lb

LIMIT OF WEIGHT—

20 lb

LIMITS OF SIZE—**Maximum:**

Length 3 ft. 6 inches and length and breadth combined 6 ft.

For example: A parcel measuring 3 ft. 6 inches in its longest dimension may measure as much as 2 ft. 6 inches in girth, that is, around its thickest part; or a short parcel may be thicker—thus, if it measures no more than 3 ft. in length it may measure as much as 3 ft. in girth, that is around its thickest part.

Minimum:

5 inches by 3½ inches

Parcels in form of a roll:**Maximum:**

Length 3 feet 6 inches;

Length and greatest circumference combined not to exceed 6 feet.

Minimum:

Length 5 inches: Length and greatest circumference measured in a direction other than the length must not be less than 6½ inches.

Registration

Parcels may be registered under the general rates set out at page 39 Parcels for registration must not be posted in a letter box but must be handed in at a Post Office and a certificate of posting obtained.

Addressing

The address should be written on the cover of the parcel or on a label which is securely gummed to the cover of the parcel. Addresses written on tie-on labels are not satisfactory. The words "Parcel Post" should appear on the upper left-hand corner. It is also desirable that the sender's name and address should appear both inside the parcel and on the cover, In the latter case it must be kept distinct from the address to which the parcel is directed.

Inland Service: Parcels, *contd.***Addressing, *contd.***

It is essential that the name of the Post Town and zone number, where applicable should appear in the address in order to ensure delivery as speedily as possible. The name of the Post Town should be written or typed in **BLOCK** letters.

Examples:

Mr. John Brown,
Pera District,
BOWDEN P.O.
St. Thomas

Mr. John Brown,
13 King Street,
Kingston 2.

Compensation

Compensation is paid in respect of a registered parcel. The general conditions relating to compensation are set out on page 40.

Packing and Make-up

Recommended methods of packing for certain articles are described at pages 51-57.

Tying and Sealing

Parcels should be securely fastened either with strong string or stout adhesive tape or with a combination of both. If string is used it should be passed round the parcel in at least two directions and be knotted **SEPARATELY** each way. If adhesive tape is used it should be at least 1 inch wide.

Posting of Parcels in Large Numbers

It will be of mutual advantage to the senders and to the Post Office if persons wishing to despatch a large number of parcels, whether on a particular day or at regular or irregular intervals will give the office where they will post them early information of the number of the parcels, their average weight and dimensions and the dates and time at which they propose to post.

GENERAL INFORMATION

GENERAL INFORMATION

PREPARING CORRESPONDENCE FOR POSTING

The address of every postal article should be:—

- (a) fully and clearly written in Roman characters and arabic figures on the plain side of the envelope;
- (b) it must be written parallel to the length of the letter or packet on the right-hand side on the plain side of the envelope which does not have the closing flap;
- (c) Sufficient space must be left above the address for the postage stamps which must always be affixed to the top right-hand corner as shown in the following example:—

<p>ADDRESS TO BE WRITTEN HERE</p>	<p>Stamp</p>
--	---------------------

Correspondence for places abroad should bear, in addition to the name of the town or city, postal code if known and the name of the country of destination written in **BLOCK** capitals.

It is desirable that every article should have on the outside the name and address of the sender, written in small characters, either at the top left-hand corner or on the back of the article. This will enable the article to be returned unopened in case of non-delivery. It is important, however, that the name and address of the sender should be so written that there is no chance of confusion with the address to which the article is being sent.

Service labels e.g., Air mail and Registered labels may be placed beneath the senders' address.

Thin envelopes should not be used for large packets as owing to frequent handling and pressure or friction during conveyance they are liable to burst open. Envelopes should be suitable to their contents.

The use of sealing wax on ordinary mail matter should be avoided as it causes letters to adhere to one another and addresses are sometimes rendered illegible in attempts to separate the letters. When sealing wax is used a piece of tissue paper should be laid over the wax before pressing it with a seal.

The word "Letter" should be placed on the address side of bulky items so as not to confuse them with "Printed Papers".

Senders of articles at reduced rates should indicate on the covers of the articles the class of correspondence to which they belong i.e. printed papers or blind literature. On articles which are required to be open for inspection the stamps should be so affixed as not to cause the contents to adhere to the covers.

SUGGESTIONS TO AVOID DELAY

Delay to correspondence and mistakes in delivery are mainly due to the use of incorrect or incomplete address or to bad or indistinct writing.

General Information: Preparing Correspondence for Posting

The Postmaster General appeals to members of the public to co-operate with the Post Office in preventing delay by:—

- (a) Displaying their own correct postal address on their notepaper, visiting cards, business communications, advertisements, etc.
- (b) Addressing all articles with the full address given by the person to whom they are writing. It should be noted, however, that in the case of letters etc., addressed to a Post Office Box number, the street address should not be included as this causes confusion. Such articles should bear only the name of the person or firm, the Post Office Box number and the name of the office and the parish of destination plus the postal code and the name of country of destination if necessary.
- (c) Typing or writing the address legibly on the lower part and towards the right-hand side of the front of the cover with a clear margin above (not less than 1½ inches deep) for the postage stamps and postmarks. It assists materially if BLOCK capital letters are used for the name of the Post Town.

The Post Office cannot undertake to correct or complete a wrong or an incomplete address. Full and correct postal addresses should be stated in all cases.

Examples:

- (a) Corporate Area (within areas delivered by postmen)
Name, with initials,
House No. (or Name), Street, Road, etc.
Kingston.....(Correct District Number)

- (b) Corporate Area (box renters)
Name, with all initials

P.O. Box.....(Number).

Kingston.....(Correct District Number)

(If Box No. not included, Post Office cannot be expected to sort letters into the box. *Do not include the street address as well as the Box number*)

- (c) Country (where box not rented)
Name, with all initials,
House No. (or Name), Street, Road, or Lane,
District (if any)

.....P.O./P.A. (of Delivery)

Parish.

Where there is no delivery by postmen and letters are called for at the Post Office, the full address as in (c) should be used. "John Brown, Mandeville P.O." is insufficient to identify the addressee.

- (d) Country (Box renters)
Name, with all initials,
P.O. Box.....(number)

.....P.O.

Parish.

PACKING AND MAKE-UP

General Information

Letters and postal packets of every kind, especially parcels, must be packed and closed in a manner which is suitable to the weight and shape of the contents; not only to preserve the contents from loss or damage in the post, but also not to injure other packets or any officer of the Post Office. If insecurely packed they are liable to be stopped. The public is warned that packets insecurely packed which are likely to injure other postal packets in course of conveyance or any officer of the Post Office must not be sent by post. A higher standard of packing is required for articles addressed to distant countries than in the inland post.

PERISHABLE ARTICLES

Eggs, Fish, Meat, Fruit and Vegetables are transmissible by Inland Parcel Post only. They must not be included in Parcels or Packets addressed to Oversea destinations.

All parcels containing food of any description or any other articles attractive to rats should be packed in receptacles which are rat-proof.

GENERAL INFORMATION

SPECIAL PACKING REGULATIONS

FOR CERTAIN ARTICLES

Any fragile article whether sent by registered or unregistered parcel post, or registered letter post must be packed in a container of sufficient strength and surrounded in that container with sufficient and suitable soft material or wadding to protect the article from the effects of concussion, pressure and knocks to which postal packets are ordinarily exposed in transmission, and the packet must bear the words "*Fragile with Care*" written conspicuously on the face of the cover above the address.

The following are the methods of packing recommended for the substances mentioned below:—

Articles of thin section moulded from plastic materials; wireless apparatus and so on: Articles consisting wholly or partly of bakelite or other plastic materials, moulded in thin section which are liable to damage on account of their shape, should be packed in rigid boxes of strong cardboard, wood, or metal or strong plastic material. Ample soft packing should be provided to prevent movement. Special care should be taken to protect adequately any projecting fragile parts in order to avoid damage through jolting or pressure. In the case of electrical or wireless goods additional support should be provided for heavy attached component parts. Valves, electric bulbs and so on should be sent separately packed in ample soft packing such as cotton-wool and enclosed in a rigid box of wood, fibreboard or strong corrugated cardboard.

General Information: Special Packing Regulations For Certain Articles, *contd.*

Butter, cream, semi-liquids: These and greasy or strong smelling substances must be so packed that they will not soil or taint other packets. Where a tin is used, for example for cream, the lid must fit tightly, and the tin should be wrapped in greaseproof or corrugated paper and securely tied with string crossing the lid in two directions. Semi-liquids, butter and other greasy substances, if sent by letter post, must have a securely closed inner cover of greaseproof paper or some substance impervious to moisture and grease, in addition to an outer covering of strong corrugated cardboard, wood, metal or plastic material, sufficiently strong to prevent any risk of the contents escaping during transit. The container must be perfectly leakproof.

Celluloid: Letters or parcels containing thoroughly seasoned raw celluloid (including scrap celluloid), that is, celluloid which has been freed from all volatile solvents, or articles (other than cinematograph and photographic films) manufactured of celluloid which have been similarly seasoned, may be accepted for transmission by post if packed in cardboard boxes, corrugated cardboard cartons or wooden boxes, or completely enclosed in corrugated cardboard. Raw celluloid containing volatile solvent (that is, unseasoned), sometimes called xylonite cake, also liquid celluloid (celluloid solutions), may not be sent by post. Calendars and similar articles, in which, only a small quantity of thoroughly seasoned celluloid is used, may be accepted for transmission under the ordinary conditions. Flammable films, raw or manufactured celluloid must be provided on the address side with a large label with the words "*Celluloid. Keep away from fire and light*".

Coin, bullion and jewellery and other precious metals: These must be enclosed in a strong metal box case of wood of a minimum thickness of $\frac{1}{8}$ of an inch or two seamless bags forming a double wrapping. Cases made of plywood must be of a thickness of $\frac{3}{16}$ of an inch provided that the edges of the case are reinforced by metal angle strips. The address must be written on the covering. Seals must be placed along the edges of each join or loose flap, at distances of not more than 2 inches. Further in the case of jewellery exceeding \$200 in value, the box must measure at least 3 feet 6 inches in length and girth combined.

Dyes and similar substances: These must be enclosed in a perfectly leakproof metal box, placed inside a box of good quality corrugated cardboard, wood or strong plastic material with sawdust or any other appropriate absorbent and protective material between the two receptacles.

Eggs: The safe transit of eggs cannot be guaranteed, but the following method of packing is recommended:

Use a wooden or other rigid box with suitable partitions and well-fitting lid. Wrap each egg separately in newspaper or other soft material; place the eggs one end each in a separate partition; put a layer of soft packing material in the box above and below the eggs; and fill up the vacant spaces with newspaper or other soft packing. The parcel should be marked "*Eggs*".

Fatty substances: which do not easily liquify such as ointments, soft-soap, resins and silk worm eggs must be enclosed in a first packing of bag, box, plastic etc., which must itself be placed in a box of wood, metal or any other material strong enough to prevent leakage.

Films (cinematograph and photographic)

1. Inflammable films, i.e., with a nitro-cellulose base: These must be packed in a tin case enclosed in either a strong wooden box or a vulcanized fibre container and around the tin suitable soft packing material must be provided so as to surround it entirely and to hold it firmly in position.

A white label bearing the word "*Films—Inflammable*" in plain black letter must be affixed to the packet.

General Information: Special Packing Regulations For Certain Articles, *contd.*

If a wooden box is used as the outside container, it must be made from boards not less than $\frac{3}{8}$ inch in thickness, the sides must be dovetailed together and the bottom and the lid must be firmly screwed to the sides; and if any part of the box is composed of more than one piece of wood, the pieces must be jointed together by means of tongues and grooves. No gap must appear at any joint.

If a vulcanized fibre container is used it must be manufactured from the toughest compressed and vulcanized fibreboard (at least $\frac{1}{20}$ inch in thickness and weighing not less than $3\frac{1}{2}$ oz per 100 square inches) and be provided with three flanges to tuck in after the tin container is inserted. The rivets used must be at least $\frac{3}{16}$ inch long with $\frac{5}{16}$ inch heads. The container must be fastened with a suitable gummed strip along the edge of the flap.

Fish, poultry and meat: These should be packed with sufficient internal waterproof wrapping or absorbent packing to prevent the contents from damaging or tainting the outer covering and thus making the parcels objectionable to handle as well as liable to cause damage to other parcels in the post. If boxes are used they should be of rigid material, and vacant spaces must be filled up with paper or other packing to keep the contents from moving about. Wrappers or boxes must be used for fish or meat or for poultry, which are gutted or partly dressed or which are not fresh and dry.

Each parcel must be marked, *Fish, Poultry, Meat* as is applicable. A strong address label must be securely attached, either sewn to the cover or tied on. A duplicate address label must be inserted in the parcel in case the wrappers or boxes become separated from the contents.

Flowers: Flowers, whether sent by letter or parcel post, should be enclosed in boxes of wood or metal, lined with waterproof material.

Fruit: Fruit must be so packed that the juice cannot exude, or serious damage to the mails may result. Metal boxes with tightly fitting lids should be used, securely tied with string crossing the lids in two directions. No parcel is admissible which contains soft fruit packed in a chip or wicker basket, or a cardboard box, or a tin box with a lid that is not both tightly fitting and securely tied. The parcel should be marked "*Fruit—With Care.*"

Glass, crockery and china: Such articles should be securely packed in rigid boxes of strong plastic material, metal, wood or stout fibreboard, or (if in very small packets) of strong rigid cardboard. Plenty of soft packing such as wadding, wood wool and so on should be used in between the articles and between the articles and the top, bottom and sides of the boxes; a depth of at least 2 inches of soft packing all round is recommended. Each article should be separately wrapped. There should be no movement of the contents when the parcel is shaken.

Perishable biological substances must be sent as registered letters only and by airmail. They may be exchanged only between officially recognized qualified laboratories. This exchange shall, be restricted to those countries who have declared their willingness to admit such items whether reciprocally or in one direction only.

General Information: Special Packing Regulations For Certain Articles, *contd.*

They shall be subject to the following special packing conditons:—

- (a) perishable biological substances consisting of living pathogenic micro-organisms or of living pathogenic viruses shall be enclosed in a bottle or tube of glass or plastic material with thick sides, well stoppered, or in a sealed phial.

This container shall be non-porous, and hermetically sealed. It shall be surrounded with a thick and absorbent material (medicated cotton wool, swan's down cloth or flannelette) wrapped round the container several times and bound both above and below it so as to form a sort of cocoon. The container so wrapped shall be placed in a solid, well-fastened, metal box. The absorbent material placed between the inner container and the metal box shall be of sufficient quantity to absorb, in case of a breakage, all the liquid contained, or capable of being formed, in the inner container. The metal box shall be made and fastened in such a way as to make any contamination of the outside of the box impossible. The metal box itself shall be wrapped in cotton or spongy material and enclosed in its turn in a protective box in such a way as to prevent any movement. This outer protective box shall be hollowed out from a block of solid wood, or shall be of metal, or may be of material and construction of equivalent strength, and furnished with a well-fitting lid fastened so that it cannot open in course of transmission. Special provision such as drying by freezing or packing in ice, shall be made to ensure the preservation of substances sensitive to high temperatures. Air transmission, which entails changes in atmospheric pressure, makes it necessary that the packing be strong enough to withstand these variations in pressure. Moreover, the outer box (as well as the outer wrapping if there is any) shall be furnished on the side which bears the addresses of the officially recognised laboratories sending and receiving the item, with a VIOLET colour label with the following text and symbol:

Perishable Biological Substances
MATIÈRES BIOLOGIQUES PÉRISSABLES



(Dimensions 62 x 44 mm)
(2½" x 1½")

- (b) perishable biological substances which contain neither living pathogenic micro-organisms nor living pathogenic viruses shall be packed in an inner non-porous container with an outer protective container and with absorbent material placed either in the inner container or between the outer and inner container; this material shall be of sufficient quantity to absorb, in the case of breakage, all the liquid contained, or capable of being formed, in the inner container. Moreover, the contents of the

General Information: Special Packing Regulations For Certain Articles, *contd.*

inner as well as of the outer container shall be packed in such a way as to prevent any movement. Special provision, such as drying by freezing and packing in ice, shall be made to ensure the preservation of substances sensitive to high temperatures. Air transmission, which entails changes of atmospheric pressure, makes it necessary, if the substances are packed in sealed phials or well-stoppered bottles, that these containers be strong enough to withstand variations in pressure. The outer container, as well as the outer wrapping of the item, shall be furnished, on the side which bears the addresses of the laboratories sending and receiving it, with a VIOLET coloured label with the text and symbol shown above.

Radio-active Substances: Must be sent only by duly authorised senders and their exchange is restricted to countries which admit such items. They must be sent by registered letter and by air mail. The contents and make up of these items must comply with the regulations of the International Atomic Energy Agency and are admitted subject to the prior consent of the Competent Authority in this country. They must be provided with a special white label bearing the words "Radioactive materials" (Matières radioactives) as well as the name and address of the sender on the outside of the wrapper and inside the item; and a request in bold letters for the return of the item in case of non-delivery. See also page 59.

Gramophone Records:

1. **SHELLAC:** These should be enclosed in their envelopes and sorted in sets according to size. Each set should be cross-tied to form a compact bundle. The bundle or bundles should then be firmly embedded in sufficient soft packing material in a rigid box of wood (or of stout fibreboard, preferably with a lid extending about two-thirds of the depth of the box) of sufficient size to permit at least one inch of packing above, below and around the records.

2. **LONG PLAYING (PLASTIC):** These should be enclosed in their envelopes and sorted in sets according to size. Each set should be placed between corrugated cardboard fillers in a separate rigid box of stout cardboard or fibreboard (preferably with a lid extending about two-thirds of the depth of the box so that the records cannot move about in the box. Where it is desired to send more than one size of record in the same box, any empty spaces around the edges of the smaller records should be filled with soft packing.

Hats, Millinery: These and similar articles should be packed in rigid boxes of wood or other material, or in stout leatherboard or fibreboard boxes with lids extending at least two-thirds of the depth of the box, or in strong cardboard boxes protected externally at the top, bottom and sides by light cross-bars of wood consisting of two rectangular frames placed at right angles to one another and fastened together where they cross the top and bottom. If a square box is used the corners should be strengthened by light wooden uprights firmly fastened to the inside of the box. The contents should be surrounded in the box with sufficient crumpled tissue paper or other suitable soft packing to prevent movement. Strawboard boxes are unsuitable.

Liquids: These may be sent in tins or bottles. The tins or bottles must be securely sealed. Tins containing a pint or more should be enclosed in fibreboard or wooden boxes or wicker cases. Bottles should be wrapped separately, special attention being paid to the packing around the shoulders. The bottle or bottles should be packed securely in a rigid box of fibreboard, wood or metal, or if in small packets sent by parcel post, in strong corrugated cardboard; in either case with plenty of soft packing between the bottle or bottles and the top, bottom and the sides of the box. Liquids sent by letter or sample post must be in firmly sealed containers with a packing of sawdust or some other absorbent substance in sufficient quantity to absorb all the liquid contents in the event of breakage, and the whole contained in a box open at one end only with a tightly fitted lid.

General Information: Special Packing Regulations For Certain Articles, *contd.*

Maps, drawings and so on: These should be enclosed in strong cardboard tubes with rigid support in the form of a wooden rod inside the roll, or stout strips of wood on the outside as recommended for umbrellas and so on.

Live bees, leeches, silkworms and certain parasites: Live bees, leeches and silkworms must be enclosed in boxes so constructed as to avoid all risk of injury to officers of the Post Office and to allow the contents to be ascertained. The parcel should bear a label with the words "Live Animals" written in bold letters

Metal castings, tiles and similar articles: These should be packed in rigid boxes of wood or fibreboard with plenty of soft material, such as straw roping, hay roping or wood wool to prevent movement within the box. The boxes should be tied securely with strong string.

Musical instruments: These should be enclosed in stout wooden cases with sufficient soft packing to prevent movement and damage through jolting. Leather or cloth cases do not afford adequate protection, especially to stringed instruments. The bridges of stringed instruments should be removed and packed separately.

Nuts, bolts, small machine parts and so on: Because of their very heavy weight, nuts, bolts, small machine parts and so on, are liable to burst all but the strongest packing. Such articles should be wrapped in hessian, sacking or similar stout material with sufficient soft packing to prevent movement and be tied securely with strong string.

Paint, varnish, enamel and kindred substances: Those with flashpoints of 150°F. and over may be sent by letter or parcel post subject to compliance with the packing conditions for liquids. Those with flashpoints between 90°F and 150°F. may be sent by letter or parcel post provided not more than *one quart* is enclosed in a single postal packet and the following special packing conditions are complied with:—

The substance must be in a metal container hermetically sealed or, if in a lever top tin, with the lid fastened down to the body of the tin by means of solder. (Tins with lids affixed to the body solely by means of wire clips must not be used). An air space of not less than 7½ per cent of the container's total cubic content must be left in each tin.

The tin containing the substance itself must be packed in a stout metal or wooden box with the lid fixed in such a manner that it cannot easily become detached. Between the box and in the space there must be packed sufficient sawdust or other absorbent material to prevent movement of the inner container and to absorb all the liquid contents in the event of breakage. Exceptionally, small packets not exceeding 8oz gross weight may be sent by parcel or letter post under the packing conditions laid down for liquids (see above).

Paints and so on with flashpoints *lower than* 90°F. are totally prohibited from transmission by post.

Pictures in frames: Pictures in frames should be protected at the front and back by stout wooden boards each rather longer than the frame. Soft packing should be placed firmly between the corners of the frame and the boards, but not so as to press on the glass.

Powders and fine grains: These must be so packed that the contents will not soil or taint other packets. They must have an inner covering, securely closed and a strong outer covering of metal, wood, fibreboard, cardboard or strong plastic material. Cardboard boxes are not suitable, however, for quantities exceeding 3 lb in weight.

General Information: Special Packing Regulations For Certain Articles, Prohibitions

Racquets: Badminton, squash and tennis: Badminton, squash and tennis racquets must firmly be tied to a wooden board or wooden cross slightly larger than the racquet and stout enough to give adequate protection both to the frame and the handle. The strings must be fully protected on both sides by some rigid material.

Sharp instruments: These may be sent by post only if the edges or points are carefully covered so as to prevent risk of injury to any officer of the Post Office or damage to other packets.

Suit, attache, dressing and similar cases: These should be protected by wooden boards covering the side.

Umbrellas, walking-sticks, fishing rods: These and similar articles should be protected by two stout strips of wood, each strip being as long as and slightly wider than the article protected.

PROHIBITIONS

It is prohibited to send by post:

1. Dangerous articles (including explosives), inflammable, noxious, filthy, deleterious or otherwise harmful substances; sharp instruments, not properly protected; Matches. See list of dangerous articles below.
2. Any indecent or obscene print, painting, photograph, lithograph, engraving cinematograph film, book, card, written communication, or any indecent or obscene article.
3. Any article having thereon or on the cover thereof any words, marks or designs of an indecent, obscene, seditious, scurrilous, threatening or grossly offensive character.
4. Any article consisting of or containing opium, morphia, cocaine or other narcotics except those forwarded for medical or scientific purposes to countries which permit them to be so sent.
5. Any article containing medicine of any kind unless the formula or the content is printed clearly on the container in English or French. Medicaments intended for external or internal treatment of venereal disease are not permitted even if they comply with this condition.
6. Living animals except bees, silkworms and leeches packed in accordance with the regulations.
7. Articles which from their nature or packing may expose postal officials or any other person to danger or may soil or damage other articles or postal equipment in course of conveyance.
8. Any article containing or bearing any fictitious postage stamp or any counterfeit impression of a stamping machine; purporting to be prepaid with any postage stamp which has been previously used to prepay any other postal article or any other revenue duty or tax; or having thereon or on the cover thereof any words, letters or marks (used without due authority) which signify or imply, or may reasonably lead the recipient thereof to believe that the postal article is sent on Government Service.

General Information: Prohibitions, *contd.*

9. Any article containing coin or gold bullion exceeding ten dollars in value except coins used or designed for ornamental purposes and declared such.
10. Any article prohibited by the postal, customs or other laws or regulations of the country or place in which the article is posted or to which it is addressed or through which it must pass.
11. Carbon or soiled paper, liquid celluloid, oilskins and similar oiled goods.
12. Soil.
13. Perishable articles except when addressed to a destination within the island or when enclosed in a hermetically sealed tin.
14. Liquids unless packed as provided in the section of the Guide headed "Special Packing Regulations for Certain Articles".
15. Articles composed wholly or partly of raw celluloid roll film and cinematograph films unless packed as provided in the section of the Guide headed "Special Packing Regulations for Certain Articles".
16. Articles consisting of or containing two or more postal articles (of the same or different inscriptions) addressed to different persons who are at different addresses.
17. Articles infringing trade mark or copyright laws.
18. Articles having anything written, printed or otherwise impressed across the postage stamps thereon before posting.

Apart from the prohibitions mentioned above, many countries abroad for various reasons, impose restrictions on the importation of certain articles. These are the importation of:

- (a) arms, may be restricted in the interest of public security;
- (b) pharmaceutical preparations, fresh meat and other foodstuffs, soiled clothing in the interest of public health;
- (c) plants and parts of plants, including fruit, especially the vine in the case of vine-growing countries, usually for the prevention of the spread of phylloxera;
- (d) hides, skins, wool and other external parts of animals, for the protection of animals, against contagious disease;
- (e) tobacco, playing cards, salt, as subject to State Monopoly.
- (f) lottery tickets.
- (g) intoxicating liquors.

Articles so restricted can, as a rule, be sent if they comply with certain conditions and in some cases a sanitary certificate in a prescribed form is necessary. In general, plants must be packed securely in such a way that they can be easily examined and where a phylloxera or other sanitary certificate is required, the despatch note, customs declaration and the cover of the parcel should be notified for example, "*Phylloxera certificate annexed.*".

Parcels containing articles known to be prohibited from importation into the country of destination are not forwarded but are returned to the senders; parcels declared to contain articles of which the importation is permitted only under certain conditions will, generally speaking, be accepted and despatched. The onus of ensuring compliance with these conditions rests with the sender; and the Jamaica Post Office accepts no responsibility for the return or seizure of a parcel through the failure of the sender or addressee to comply with the necessary formalities.

CATEGORIES OF DANGEROUS ARTICLES: BRIEF DESCRIPTION AND EXAMPLES

- 1. Explosives:** Comprising all compounds, mixtures, or appliances which might provoke an explosion or an explosive effect. This covers all detonators, explosive or otherwise, ammunition, fireworks or similar articles which could explode following a collision, from friction or because of a rise in temperature e.g. cartridges, detonators, ammonium nitrate, fireworks, fuses, gun cotton, gun powder, explosives however weak the effect, lighter fuel, etc.
- 2. Inflammable Liquids:** These consists of liquids having a flash point below 150°F. Exceptions are made for liquids such as paints, varnishes, etc., having flashpoints between 90°F. and 150°F., subject to certain restrictions on quantity and packing.
- 3. Inflammable Solids:** These consist of substances not classed as explosive and which under certain conditions might in transit involve the risk of causing or encouraging fires either by friction, absorption of moisture or by spontaneous chemical changes (e.g. celluloid (raw unseasoned or liquid), matches, metallic potassium, certain metallic powders, metallic sodium) oiled tissues not having been properly dried, phosphorous, pyroxylin, plastics, etc.)
- 4. Compressed Gases:** Comprising all inflammable, non-inflammable, liquefied, dissolved and poisonous gases under pressure (e.g. acetylene, carbonic acid, chlorine, fluorine, hydrogen, e.g. liquid petrol, oxygen, etc.)
- 5. Corrosive Liquids:** All substances, such as acids, caustic liquids, alkaline and other corrosive liquids which when they come into contact with living tissues, gravely endanger those tissues by chemical action; or which in case of leakage would bleach ordinary writing ink and entail the risk of damage or destruction of other mail (e.g. solution with a bromine base, potassium lye, caustic soda, calcium chloride, chromic acid, hydrochloric, hydrofluoric, nitric and sulphuric acids).
- 6. Oxydizing substances:** Substances such as bichromates, chlorates, nitrates perchlorates, permanganates, peroxides which easily releases oxygen and stimulate the combustion of other materials.
- 7. Poisons:** These consist of liquids or solids giving off poisonous or irritating vapour or gases, or of substances which could be dangerous when they come into contact with the skin or if they were absorbed (e.g. alkaloids, aniline, arsenical compounds, powdered metallic beryllium, cyanides, mercury compounds, weedkillers, etc.). Certain exceptions are made, but they have to be specially authorized.
- 8. Radioactive materials:** Items containing radioactive materials, whose contents and make-up comply with the regulations of the International Atomic Energy Agency providing special exemptions for certain categories of items, may be accepted subject to prior consent of the competent authorities. The sender must affix a special white label bearing the words "Matières radioactives" (Radioactive materials), which label shall be officially crossed out should the packing be returned to the place of origin. These items must also bear in addition to the name and address of the sender, a request in bold letters for the return of the parcels in the event of non-delivery. The sender must give his name and address and the contents of the parcel on the inner wrapping. Examples: Luminous dials, radioactive isotopes.

**General Information: Categories of Dangerous Articles:
Brief Description and Examples, Embarrassing Packets, *contd.***

9. **Other dangerous articles:** Comprising those articles which although not in the above categories have noxious or irritant properties; solids which dampness renders corrosive; or again substances having other inherent properties which could endanger human life or damage other mails (e.g. acetaldehyde of ammonia, sulphate, ammonia, brewers' yeast, non-pressurised liquid gases, potassium and sodium hydroxide, etc.).

EMBARRASSING PACKETS

Packets embarrassing to the Post Office staff are also prohibited. Embarrassment may be caused by the method of addressing and the affixing of the stamps; the colour, type, shape and dimensions of the envelope, packet or card; and by the use of a badly reconditioned envelope which has already passed through the post.

An envelope of which the whole or part of the address side, has been divided into several sections to provide for successive addresses.

The following are considered to be embarrassing packets:—

Addresses: A packet having its address parallel to the breadth instead of to the length of the envelope.

A packet having anything printed or otherwise impressed upon or attached to the address side which, either by tending to prevent the easy and quick reading of the address, or by inconvenient proximity to the postage stamps or in any other way, is likely to impede the officers of the Post Office in dealing with it. Cards, envelopes, folders, labels and wrappers are however, admitted if the writing or printing is confined to the left-hand half of the address side, the right-hand half being reserved exclusively for the postage stamps and address.

Stamps: A packet bearing on its address side an adhesive label or printed design either resembling a postage stamp in shape or size or in the form of a frame for a postage stamp.

A packet having a postage stamp affixed elsewhere than at the right-hand corner of the address side.

Colour: Red packets or envelopes of any other colour likely to cause strain on the eyes of the officers of the Post Office. Cards, folders, labels or envelopes should be white, but there is no objection to pale shades of buff, yellow green or blue. It is essential, however, that the ink used on coloured paper should be in sharp contrast with the tint of the paper. The foregoing also applies to the visible portions of enclosures in envelopes with transparent or cut-out panels.

Transparent or Open Panel Envelopes

A packet enclosed in a wholly transparent envelope, or an *aperture envelope* that is an envelope with an open (cut-out) panel.

Ordinary Envelopes: Are divided into 2 categories; Standardised and Non-Standardised.

Standardised Items: The Post Office considers as standardised:

Envelopes with the following dimensions:—

Minimum dimensions: 90 x 140 mm ($3\frac{1}{2}$ " x $5\frac{1}{2}$ ")

Maximum dimension: 120 x 235 mm ($4\frac{3}{4}$ " x $9\frac{1}{4}$ ")

Maximum weight : 20 grams

Maximum thickness: 5mm

General Information: Embarrassing Packets, *contd.*

A rectangular area situated at least:—

1½" from the top edge of the envelope

½" from the right-hand edge

½" from the bottom edge

and not more than 5½" from the right-hand edge be reserved for the address.

Non-Standardised Envelopes: which do not comply with the above conditions as well as:—

- (i) folded cards
- (ii) items closed by means of staples,
- (iii) punched cards sent unenclosed
(without an envelope)

are not considered standardised and may attract a postage equivalent to the second weight step instead of the first.

Window Envelopes

A packet enclosed in a *Window* envelope, that is an envelope with a transparent panel which does not conform to the following conditions as well as to the dimensions set out under "Ordinary Envelopes":—

- (a) the transparent panel must be at least:—

1½" from the top of the envelope

½" from the right-hand edge

½" from the left-hand edge

½" from the bottom edge

and the panel may not be bordered by a coloured band or frame.

- (b) the panel is situated on the plain side of the envelope, that is to say, the side that is not provided with the closing flap;
- (c) the panel is made of such material and in such manner that the address is easily legible through it;
- (d) the panel is rectangular and its greatest dimension is parallel to the length of the envelope, so that the address of the addressee appears in same direction and adequate space is left for the application of the date stamp;
- (e) there is adequate space between the side and bottom edges of the envelope and those of the panel so that the edges of the panel adhere firmly to the inside edges of the opening in the envelope;
- (f) only the address of the addressee is visible, or stands out clearly through the panel;
- (g) the contents of the envelope are folded in such manner that the address of the addressee is at all times visible through the panel, whether or not the contents shift in the envelope.
- (h) the address must be legibly indicated in ink, by typewriting, or by a printing process in a deep colour. Articles addressed in copying-ink pencil or lead pencil are not admitted.
- (i) a packet enclosed in an envelope of which the address portion has been divided into separate sections for the insertion of successive addresses.

**General Information: Embarrassing Packets, Import—Prohibitions
(Special) *contd.***

"Trap" Packets: A packet having an opening large enough to entrap small letters or postcards.

Dimensions: A card, envelope or folder which is less than 5 inches in length by $3\frac{1}{2}$ inches in width or a packet of such small dimension as to be likely to impede the officers of the Post Office in dealing with it.

Used envelopes: An envelope which has previously been used for postal purposes unless it has been suitably reconditioned by completely covering all the old postage stamps, stamp impressions and addresses (including the address of the sender if no longer relevant) with gummed white slips which must be well stuck down. Used registered envelopes must not be re-used for the unregistered post unless they are covered both back and front with suitable adhesive paper in such a way as to hide effectively all marks. Stamps in prepayment of fresh postage must always be affixed along the top of the reconditioned envelope at the right-hand corner on the same side as the new address in a position convenient for date-stamping.

IMPORT—PROHIBITIONS (*Special*)

Unless previous written permission has been obtained from the Minister of Agriculture of Jamaica, it is prohibited to import into Jamaica by post the following:—

Bees, honey and material used by bee raisers; boots used previously by workmen on banana plantations; cotton and all plants of the cotton plant; all plants and varieties of gossypium and all other plants originating in any country other than Great Britain.

The written permit of the Minister of Agriculture which takes the form of a label bearing particulars of the permit and the seal of the Department must be forwarded by the importer to the supplier who shall attach it to the package containing the plant to which the permit relates.

Import licences are required for many items and these should be obtained in advance by the addressees.

Contagious abortion vaccine, live or dead (organisms of the *Brucella* group), rabies vaccine, foot and mouth disease and contagious bovine pleuro-pneumonia vaccine or antigen.

All specific organisms or agents (of bacterial, protozoan and virus nature) except rat viruses, which are known to cause infectious animal disease, save and except in the form of substances commonly known as vaccines, sera, toxins, antitoxins, and antigens intended for use in the practice of human or veterinary medicine, provided the said substances (vaccines, sera, toxins, antitoxins and antigens) are imported in a package labelled or marked distinctly on the outside of the package, "Biological Products" and enclosing in the said package a Declaration from the Exporter or supplier stating fully the contents of the said package with a description of the nature of the substances therein and an indication of the maker, place and country in which they were prepared.

**General Information: Import—Prohibitions (Special),
Delivery of Correspondence**

Fruits and vegetables (except dried or processed fruits and vegetables, grains, seeds and irish potatoes) are prohibited in the mails to Jamaica from the United States, unless accompanied by a certificate issued by a representative of the United States Department of Agriculture attesting that the products are home grown, and are the products of a State in which the Mediterranean fly (*Ceratitis capitata*), does not exist.

The following articles are absolutely prohibited:—Coffee, rum, shaving brushes manufactured in Eastern countries as well as those exported from those countries; citrus fruits. It is also prohibited to import Tuberculozyne (or any other alleged cure for consumption), unless under licence.

DELIVERY OF CORRESPONDENCE

GENERAL

A letter box should be affixed to the gate of every private house to which letters are delivered; this saves trouble to all concerned. It is recommended that the aperture should be not less than 8 inches by 1½ inches, should have no rough edges and should be fitted between 2 feet 6 inches and 4 feet 9 inches from the ground

House-to-house deliveries by postmen are only in operation from the following offices:—

The General Post Office, Kingston, Allman Town, Constant Spring, Cross Roads, Falmouth, Franklin Town, Gregory Park, Hagley Park, Halfway Tree, Jones Town, Liguanea, Linstead, Mandeville, May Pen, Meadowbridge, Mona, Montego Bay, Port Antonio, Port Maria, Reading, St. Ann's Bay, Savanna-la-Mar, Spanish Town, Morant Bay, Ocho Rios, Old Harbour, Vineyard Town, Western District Office, Whitfield Town, Windward Road.

At all other offices correspondence must be called for and will be regarded as *Poste Restante* correspondence.

The delivery of a postal article at the house or office of the addressee or to the addressee (or to his servant or agent or other person considered to be authorised to receive the article) according to the usual manner of delivering postal article to the addressee and, where the addressee is a guest or is resident at an hotel or guest house, delivery to the proprietor or manager thereof or his agent shall be deemed to be delivery to the addressee.

No registered article, insured article or parcel will be delivered to the addressee until he or his representative shall have signed with ink or copying pencil a receipt on the prescribed form together with the relative "Advice of Delivery" if there is one.

Correspondence can only be delivered as addressed, or in accordance with general instructions for re-direction. Applications that letters addressed to private individuals at their business houses may be delivered at their private addresses before or after business hours on week-days or on Sundays and holidays cannot be entertained.

Postmen are forbidden to deliver any article on which any sum of money is due whether on account of postage or any other account, without receiving immediate payment of the amount due. They are also forbidden to deviate from their prescribed beats and therefore cannot be required to call again to receive payment of sums due. They are not bound to give change.

General Information: Delivery of Correspondence, *contd.*

The addressee is not bound to accept any unpaid or insufficiently prepaid postal article but if he accepts it he is bound to pay the amount due thereon. Any postcard on which postage is due is not allowed to be read by the addressee unless he first pays the amount due thereon. If an unpaid or insufficiently prepaid postal article is refused by the addressee it is sent to the Dead Letter Office for return to the sender who is legally bound to pay the charges due thereon.

If the Postmaster General is satisfied that an article has been maliciously sent for the purpose of annoying the person to whom it is addressed he may remit any sum due by way of insufficient postage on it.

Poste Restante

No person living within a district where there is a daily delivery by Postman can obtain his letters, etc., at the Post Office unless he rents a private box or bag.

Persons living outside the normal delivery areas are entitled to receive their correspondence at a Post Office counter in the same manner as strangers and travellers who, however, are only permitted to avail themselves of the privilege for a period not exceeding three months.

Postal articles addressed to initials or to fictitious names, or to a Christian name without a surname shall not be taken to the Poste Restante, but shall be treated as undeliverable postal articles. Postal articles addressed to initials, etc. *and a specific address or care of a Post Office Box* are accepted.

A person applying for correspondence addressed Poste Restante may be required to produce evidence of his identity.

Postal articles are retained in the Poste Restante for the following periods after which they are treated as undeliverable:

- (a) If originating in the island, one calendar month
- (b) If originating abroad, two calendar months.

Exceptionally, correspondence addressed to ships is held for three calendar months.

Private Letter Boxes

Private Letter Boxes may be rented at the following Post Offices:—

The General Post Office, Kingston; Albert Town, Alexandria, Alley, Allman Town, Anchovy, Annotto Bay, Balaclava, Bamboo, Black River, Bog Walk, Browns Town, Buff Bay, Cambridge, Cave Valley, Chapelton, Christiana, Claremont, Coleyville, Constant Spring, Cross Roads, Darliston, Denham Town, Discovery Bay, Duncans, Ewarton, Fairy Hill, Falmouth, Frankfield, Franklin Town, Glengoffe, Golden Grove, Gordon Town, Grange Hill, Granville, Green Island, Guy's Hill, Hagley Park, Halfway Tree, Hayes, Highgate, Hopewell, Ipswich, Jones Town, Knockpatrick, Lacovia, Laughlands, Liguanea, Linstead, Lionel Town, Lluidas Vale, Lodge, Long Bay, Lucea, Maggoty, Manchioneal, Mandeville, Mavis Bank, May Pen, Meadowbridge, Middle Quarters, Mile Gully, Mona, Moneague, Montpelier, Montego Bay 1, Montego Bay 2, Morant Bay, Mountainside, Myers Wharf, Negril, Newmarket, Newport, Ocho Rios, Old Harbour, Oracabessa, Orange Bay, Port Antonio, Port Maria, Port Morant, Porus, Race Course, Ramble, Reading, Retreat, Richmond, Runaway Bay, St. Ann's Bay, St. Margaret's Bay, Santa Cruz, Savanna-la-Mar, Seaforth, Shooter's Hill, Spaldings, Spanish Town, Springfield, Stony Hill, Troy, Ulster Spring, Vineyard Town, Wakefield, Wait-a Bit, Western District Office, Whitfield Town, Windward Road, Williamsfield, Yallahs.

The annual rental, payable in advance on the 1st April each year is \$8.

General Information: Delivery of Correspondence, *contd.*

A private box may not be rented or used by more than one person, firm or corporation except that correspondence addressed to employees of the renter or to any person care of the renter may be placed in the box.

The box number should form part of the address of correspondence addressed to a boxholder.

No person may rent a box under an assumed name or for an improper purpose.

A boxholder may not cede or transfer his box to any other person.

If the key of a box is lost a charge of \$2.50 is made for a new key.

Delivery into a box is in all respects deemed equivalent to personal delivery to the addressee.

Any mail matter erroneously delivered, or which through wrong address is sorted into a private box must be returned immediately to the Post Office with the words "Not for Box No." written thereon.

The Postmaster General may in his absolute discretion, refuse to allot a box to an applicant without assigning any reason for so doing, or may withdraw the privilege of renting a box by giving to the renter a month's notice of his intention to do so.

Advice Lists

On payment of an additional annual fee of \$4 the renter of private letter box shall be entitled to receive a serially numbered registered advice list containing particulars of the number and place of origin of registered articles delivered to him.

Private Letter Bags

By permission of the Postmaster General any person may have his letters conveyed to and from the Post Office in a private bag on payment of an annual fee of:—

- (a) Eight dollars when the bag is conveyed by an employee of the holder of the bag;
- (b) Ten dollars when it is conveyed by a mail contractor, a mail Courier or other employee of the Post and Telegraphs Department.

The fees are payable in advance.

The bag, to be provided by the person requiring the service should be fitted with a lock, one key of which is kept by the Post Office and the other by the owner of the bag.

Where a private letter box, advice list or private letter bag service is introduced after the 1st April of any year the rental up to the 31st March of the following year is calculated at the rate of one-twelfth for each month, part of a month, a broken period of the first month being reckoned as a full month.

GENERAL INFORMATION

RE-DIRECTION

1. By the Public: Unless the sender has forbidden re-direction by a note that effect on the address side of the article, any postal article, (other than a parcel) may be re-directed from its original address to the same addressee at any other address in the island without payment of additional postage under the following conditions:—

- (a) It must be re-posted not later than the day after delivery (Sundays and Holidays not being counted).
- (b) Previous to re-posting it must not have been opened or tampered with in any way.
- (c) If an adhesive label is used for the purpose of indicating the new address the name of the original addressee must not be obscured.

A re-directed article which does not comply with these conditions will be treated as a freshly posted article and liable to fresh postage.

An inland parcel re-directed under the conditions quoted in (a), (b) and (c) above may be forwarded without charge only to the same addressee at another address served by the same Post Office as the original address. If it is re-directed to an address in another town in Jamaica fresh postage must be paid. Fresh postage is always required on a Foreign parcel i.e. a parcel which was originally posted outside the island.

A re-directed overseas parcel or registered article must be handed in at a Post Office counter and a receipt obtained. A re-directed parcel or registered article posted otherwise will be treated in accordance with regulations covering irregularly posted articles.

2. By the Post Office: Notices of removal and applications for re-direction must be signed by the persons to whom any postal packets to be re-directed are addressed and should be sent to the local delivery office serving the old address, handed to the postman. When possible the printed forms which can be obtained from any post office should be used and the Post Office may require this to be done in any case.

The Post Office does not undertake to re-direct postal packets which cannot be re-directed at the place of address. It does not, for example, re-direct postal packets addressed to a person who has temporarily left his house, unless the house is left uninhabited; or addressed to clubs, hotels, boarding houses, or lodgings; or addressed to any premises occupied by two or more persons where the letters are delivered by postmen into a common letter box or to a common agent.

A notice of re-direction holds good for 3 months.

(General)

The principle of free re-direction does not exempt from additional postage a postal packet which though fully prepaid for the first transmission is re-directed to a country to which the postage is higher than that originally prepaid. The letter or packet prepaid at the inland rate sent from one place to another in the Island and afterwards re-directed to a place abroad should have additional stamps affixed to it representing the difference between the inland and the foreign rate of postage, otherwise the difference will be charged on delivery.

General Information: Re-direction, Official Correspondence

A letter or postcard originally posted unpaid, or insufficiently pre-paid, and subsequently re-directed, though not chargeable for re-direction, is subject to a charge plus a handling fee on delivery if it originated outside of Jamaica and a surcharge of double the deficiency if it originated in the island. In the case of air mail articles for which re-transmission by air is desired, the appropriate air postage for the second transmission must be prepaid.

OFFICIAL CORRESPONDENCE

Members of the public are not required to pay postage on correspondence addressed to any of the following:—

Accountant General
 Chief Inspector under the Agricultural Produce Act
 Chief Medical Officer
 Chief Technical Officer, Agriculture
 Chief Veterinary Officer
 Collector General
 Collector of Customs and Shipping Master
 Collectors of Taxes and Assistant Collectors of Taxes
 Commissioner of Income Tax
 Commissioner of Stamp Duties and Estate Duties
 Government Bacteriologist
 Medical Officers
 Medical Officers (Health)
 Meteorologist
 Permanent Secretary, Ministry of Education
 Principal Education Officer, Senior Education Officers, Education Officers and Assistant Education Officers
 Principal Medical Officer
 Senior Medical Officers, Bellevue, Kingston Public Hospital, National Chest Hospital and Victoria Jubilee Maternity Hospital
 Senior Veterinary Officer and Veterinary Officers
 Tuberculosis Officer
 Valuation Commissioner
 The Workers Savings and Loan Bank.

Free registration is only permitted in the case of correspondence addressed to:—

Collectors of Taxes and Assistant Collectors of Taxes

The Workers Savings and Loan Bank

If a member of the public wishes to register a letter addressed to any other officer listed above he or she must pay the registration fee.

Additionally, the following are allowed to pass through the Post Office free of postage:—

1. Printed notices ("consignee's undelivered goods"), posted in open official envelopes by railway station agents, and bearing the stamp "Jamaica Government Railway" or "Jamaica Railway Corporation".
2. Letters headed "Infectious Diseases Notification", bearing the signature of the Medical Practitioner and addressed to a Medical Officer of Health or the Central Board of Health or a Local Board of Health.
3. Parcels containing artificial limbs sent by Ex-service men of the B.W.I.R. addressed to the Military authorities at Up-Park Camp.

General Information: Office Correspondence, Miscellaneous

4. Reading matter for the blind printed in Braille or similar script, posted by the Territorial Commander of the Salvation Army, on the following conditions:—
 - (a) The cover of each such packet to bear the signature and designation of Territorial Commander.
 - (b) To be endorsed—"Literature for the Blind"
 - (c) Each packet of such literature to be returned to Kingston to bear a label addressed "The Territorial Commander, Salvation Army, Kingston", duly signed and endorsed as above.

Postal Packets addressed to Government Departments, Members of Parliament and Postmasters.

A letter or other postal packet addressed to a Government Department other than those listed above, or a member of either House of Parliament, the Postmaster General, a Postmaster or Postal Agent should be prepaid just as if it were addressed to a private person.

MISCELLANEOUS

Secrecy of the Post

Postmasters have no discretionary power to supply information about letters or any kind of postal packet to persons other than those to whom they are addressed. They are not allowed to make public any official information of a private character.

Re-delivery to the Sender of Postal Articles in the course of Transmission by Post

No letter, parcel or other postal packet once it has been posted in a post office receptacle or handed to any officer of the post office in the course of his duty may be returned to the sender without the authority of the Minister of Public Utilities and Transport.

Detention or Diversion of Postal Packets

No letter, parcel or other postal packet once it has been posted or handed to any officer at the post office in the course of his duty may be detained or delayed even if a request to that effect appears on the cover. It must be forwarded to its address and cannot be diverted to any other address at the request of the sender. Similarly applications to enclose articles inadvertently omitted from a postal packet cannot be entertained nor can search be made for a letter, postcard or printed paper on which postage has not been fully paid.

Evasion of Postage

Nothing sent through the post may contain an enclosure which is directed to a name and address different from the name and address borne on the cover and which is enclosed with the intention of evading postage. Any such forbidden enclosure, if observed, is liable to be taken out and forwarded to the addressee and charged with separate postage at the rate properly prepaid.

Change

Postmasters are not bound to give change when receiving a payment, nor are they authorised to demand it when making a payment. When money is paid at a Post Office, whether as change or otherwise, no question as to its correctness can be entertained after the customer has left the counter.

General Information: Miscellaneous, *contd.*

Cheques

Cheques will be accepted for Savings Bank deposits, or in payment of rentals for private letter boxes, private bags and abbreviated telegraphic addresses.

Cheques can only be accepted for the purchase of stamps, money orders and postal orders or for the payment of customs duties or other services if they are drawn on a Jamaica bank and certified by the bank on which they are drawn.

Enquiries and Complaints

Normal enquiries and complaints can usually be dealt with by the Postmaster of the district in which the applicant resides or carries on his business. If it appears that the local Postmaster is unable to give satisfaction the enquiry or complaint should be addressed to the Regional Inspector of the region at the address given in the front of the Guide.

Responsibility for loss, etc.

The Government does not incur any liability consequent upon the loss, misdelivery, delay of or damage to any postal article in the course of transmission by post. No officer of the Post and Telegraphs Department incurs any liability by reason of such loss, misdelivery, delay or damage unless that person shall knowingly cause the same fraudulently or maliciously or by his wilful act or default.

Articles of Value

Articles of considerable value should not be sent by post unless registered or insured. Any person who sends such articles otherwise not only runs the risk of losing his property without compensation but exposes to temptation everyone through whose hands the articles pass. See also page 40.

Disposal of Undeliverable Correspondence

Undeliverable postal articles posted in Jamaica other than parcels are returned unopened direct to the sender if the name and address are shown on the outside; otherwise they are sent to the Dead Letter Office where they are opened to ascertain if there is any enclosure which would indicate by whom the article was forwarded.

Undeliverable registered and insured articles and unregistered articles found to contain anything of value which cannot be returned to the senders are retained in the Dead Letter Office for a fixed period in case they are claimed by either the sender or the addressee. If not claimed they are disposed of in accordance with regulations.

Undeliverable articles, other than parcels, posted in any other country are returned to the country of origin for disposal.

Undeliverable printed matter of no value is not returned to the sender unless there is a note on the outside of the packet asking for its return.

The conditions governing the return of undelivered parcels are given at pages 85 and 86.

General Information: Miscellaneous, *contd.***Methods of Preparing Postage**

Postage may be prepaid:—

- (a) by adhesive postage stamps,
- (b) by impressions of stamping machines licensed by the Postmaster General,
- (c) by the use of a stamped envelope, cover, postcard, or other postal form,
- (d) by the use of an embossed or impressed stamp cut out of or otherwise detached from an envelope, cover, postcard, or other postal form,
- (e) on a printed packet, by a printed impression, or other printing or stamping process authorised by the Postmaster General.

A Stamp or stamps cut from a Post Office registered letter envelope may only be used to prepay postage and registration on a registered item.

OVERSEA POST

POSTAGE RATES

Surface and Air Mail

OVERSEAS POST

SURFACE MAIL

POSTAGE RATES

	Letters	Printed Papers	Small Packets	Post-cards
All Countries..	Up to 1 oz—18c Over 1 oz to 2 oz—30c 2 oz to 4 oz—40c 4 oz to 8 oz—90c 8 oz to 1 lb—\$1.70 1 lb to 2 lb—\$2.90 2 lb to 4 lb—\$4.60 4 lb to 5 lb— 5 lb—7 lb 7 lb—9 lb 9 lb—11 lb	—9c —14c —20c —36c —65c —\$1.08c —\$1.50 = \$1.90 = \$2.65 = \$3.40 = \$4.20	Up to 4 oz—20c Over 4 oz to 8 oz—36c 8 oz to 1 lb—65c 1 lb to 2 lb \$1.08	12c

PARCELS				
	Up to 2 lb	Up to 7 lb	Up to 11 lb	Up to 22 lb
United Kingdom	\$4.90	\$6.50	\$8.50	\$11.30
Barbados, Bermuda, Trinidad and Tobago	\$1.70	\$2.40	\$3.40	\$ 5.00
Antigua, Belize, Dominica, Grenada, Montserrat, St. Kitts, St. Lucia, St. Vincent, Nevis	\$1.70	\$2.40	\$3.20	\$4.70
Guyana	\$2.20	\$3.15	\$4.35	\$6.30
Canada		65c per lb	(limit 22 lb)	
United States of America		70c per lb	(limit 22 lb)	

All other Countries see Rate Sheet R3 and fuller details see pages 94 to 254

Overseas Post: Surface Mail, Postage Rates, *contd.*

Principal Services and rates of postage (Overseas—Surface) (The minimum size for all postal items is 5½ inches x 3½ inches)

LETTERS**Charges:****Surface:**

Up to 1 ounce	..	18c	Limit of weight: 4 lb
Over 1 ounce up to 2 ounces	..	30c	
Over 2 ounces up to 4 ounces	..	40c	Limits of size: Other
Over 4 ounces up to 8 ounces	..	90c	than in the form
Over 8 ounces up to 1 lb	\$1.70	of a roll:—
Over 1 lb up to 2 lb	\$2.90	Maximum: 3ft. in
Over 2 lb up to 4 lb	\$4.60	length, breadth
			and depth com-
			bined.

Airmail: See Schedule of charges

Greatest dimension:
2ft.

Postcards**Charges:**

Single—12 each

Limit of size:
Maximum: 5½ x 4½
inches

Airmail: See Schedule of charges

SMALL PACKETS**Charges:**

Limit of weight: 2 lb

Surface:—

Up to 4 ounces	..	20c	Limits of size:
Over 4 ounces up to 8 ounces	..	36c	Limits of size:
Over 8 ounces up to 1 lb	65c	
Over 1 lb up to 2 lb	\$1.08	Maximum: As for
			letters

Airmail: See Schedule of charges

PRINTED PAPERS**Charge:****Surface:**

Up to 1 ounce	..	9c	Limit of weight: 4 lb
Over 1 ounce up to 2 ounces	..	14c	
Over 2 ounces up to 4 ounces	..	20c	Limits of size:
Over 4 ounces up to 8 ounces	..	36c	Maximum: As for
Over 8 ounces up to 1 lb	65c	letters
Over 1 lb up to 2 lb	\$1.08	
Over 2 lb up to 4 lb	\$1.50	

For Books and Pamphlets:
Up to 11lb in weight

Over 4 lb up to 5 lb	..	\$1.90
Over 5 lb up to 7 lb	..	\$2.65
Over 7 lb up to 9 lb	..	\$3.40
Over 9 lb up to 11 lb	..	\$4.20

Overseas Post: Surface Mail, Postage Rates, *contd.*

Airmail: See Schedule of charges

LITERATURE FOR THE BLIND

Charges:

Limit of weight:
15 lb

Surface: Free

Limits of size:

Airmail: 2c for each 2 ounces or fraction thereof

Maximum: As for letters

PARCELS

Charges:

Limits of weight:

Surface See Schedules of Charges
Air

See Schedule of charges

Limits of size:
Parcels other than in the form of a roll:—

Maximum:
6ft. 7 inches in length, breadth and depth combined (except to Canada where the maximum is 6ft.)

Greatest dimension:
3ft. 6 inches

OVERSEAS POST

AIR MAIL

POSTAGE RATES

	Letters per $\frac{1}{2}$ oz	Air Letter Forms	Post- cards	Second- Class per $\frac{1}{2}$ oz	News- papers per $\frac{1}{2}$ oz	Parcels per $\frac{1}{2}$ lb
United Kingdom ..	25c	18c	12c	12c	6c	\$2.50
Europe (except Cyprus and U.S.S.R.) ..	25c	18c	12c	12c	6c	Enquire at P.O.
U.S.A. ..	20c	18c	10c	10c	5c	80c
Canada ..	20c	18c	10c	10c	5c	80c
Antigua, Barbados, Belize, Bermuda, Cay- man Islands, Domin- ica, Guyana, Grenada Montserrat, Nevis, St. Kitts, St. Lucia, St. Vincent, Trinidad and Tobago ..	20c	18c	10c	10c	5c	70c*
Turks and Caicos Islands ..	20c	18c	10c	10c	5c	\$1.10
Bahamas ..	20c	18c	10c	10c	5c	\$1.00
Central and South America, and other Caribbean Islands (except those above)	20c	18c	10c	10c	5c	See Rate Sheet R1
Africa, Asia, Austra- lia, Cyprus, Far East, New Zealand, U.S.S.R. ..	30c	18c	18c	18c	0	

*Air parcel rate to Cayman Islands: 60c per $\frac{1}{2}$ lb

Definition of Second Class Mail:

Greeting cards (unsealed)

Small Packets (maximum weight 2 lb)

Printed Matter All countries maximum weight—4 lb

Exceptionally, printed volumes and pamphlets sent singly
will be accepted up to 11 lb

Mails intended for transmission by Second Class Air Mail (except small
packets) must NOT be sealed.

Overseas Post: Air Mail, Surface Mail—Letters, *contd.*

A blue air mail label must be affixed to each article and in the case of second-class mail each article must be clearly and appropriately superscribed on the address side of the cover to show the particular service for which it is intended namely, "Printed Packet", "Small Packet" or "Literature for the Blind", as the case may be.

Air Letters

These must be written on special Air Letter forms weighing not more than one-tenth of an ounce.

These forms, bearing 18c stamp, are obtainable at all Post Office, price 18c each.

Enclosures are not permitted.

Air mail correspondence to all destinations may be registered. Insured articles may be forwarded by air to most countries to which the insurance service extends.

For fuller particulars see pages 94 to 254

OVERSEAS POST**DETAILED INFORMATION**

All member countries of the Universal Postal Union have agreed to abide by the provisions of the Universal Postal Union Convention for the control of the International letter post. The general regulations governing the letter post to countries abroad are based on the provisions of the Convention and have been adopted as part of the international obligations of the Jamaica Post Office. The Universal Postal Union Parcel Agreement which is the parcel counterpart of the letter Convention has not been accepted by several countries. The service between Jamaica and non-signatories of the Parcel Agreement is governed by separate agreements with the countries concerned.

Items which are admitted to the international post are classified as follows:—

Letters
Postcards
Small Packets
Printed Papers
Literature for the Blind
Parcels.

SURFACE MAIL**LETTERS****RATE OF POSTAGE**

ALL COUNTRIES—Letters up to 1 oz			18c
Over 1 oz to 2 oz	30c
Over 2 oz to 4 oz	40c
Over 4 oz to 8 oz	90c
Over 8 oz to 1 lb	\$1.70
Over 1 lb to 2 lb	\$2.90
Over 2 lb to 4 lb	\$4.60

Overseas Post: Surface Mail—Letters, Postcards, *contd.***LIMIT OF WEIGHT**

4 lb

LIMITS OF SIZE

Letters other than in the form of a roll.

Maximum to all Countries:

3 feet in length, breadth and depth combined, the greatest dimension not to exceed 2 feet.

Minimum to all Countries:

5½ inches by 3½ inches

Letters in form of a roll: to all Countries:

Maximum:

Length and twice the diameter 3 feet 5 inches, the greater dimension not to exceed 2 feet 11 inches.

Minimum:

Length and twice the diameter 6½ inches, the greatest dimension not to be less than 4 inches.

UNDERPAID ORDINARY LETTERS AND POSTCARDS

Which are intended for transmission by airmail are given airmail conveyance provided up to 50% of the required postage has been paid; in which case the item is taxed with the deficiency of the amount prepaid.

If less than 50% of the required postage has been paid the item is forwarded by surface mail. If there is a deficiency in the postage which has been prepaid it is taxed with this deficiency.

DUTIABLE ARTICLES BY LETTER POST

Dutiable articles may be sent to certain countries in letters or packets prepaid at the letter rate of postage. A green label giving precise particulars of the weight and the value of the articles must be affixed to the address side of each packet. These labels may be obtained at any Post Office. If the country of destination so requires, one or more customs declarations, as required for parcels, must be enclosed in or securely fastened to the packet. Details of these requirements are shown on pages 94 to 254. Any letters sent in contravention of the regulations may be returned, subjected to fines or confiscated according to the laws of the country of destination. The affixing of the Green Customs Label to a letter does not entitle it to compensation in the event of loss, damage or delay.

POSTCARDS**RATE OF POSTAGE**

To all countries

..

..

12c

LIMITS OF SIZE

No card may exceed 5½ inches in length by 4½ inches in width nor be less than 5½ inches in length by 3½ inches in width. The material for private cards to be used as postcards must be ordinary cardboard or paper not less than one-hundredth of an inch thick and not more flexible than the postcards sold by the Post Office.

Postcards must be rectangular and must not have projecting or raised relief parts. Samples of merchandise or similar articles must not be affixed or attached to them, nor must they be embellished with cloth, embroidery, spangles or similar materials. Such cards may be sent only in closed envelopes.

Overseas Post: Postcards: Small Packets, *contd.***INSUFFICIENTLY PREPAID POSTCARDS**

Postcards posted totally unpaid or insufficiently prepaid are forwarded but are charged on delivery with single the deficiency plus the handling charge imposed by the country of destination.

CONDITIONS

The right-hand half at least of the address side is reserved for the address and any necessary postal service indications. The postage stamps should be affixed to the top right-hand corner of this portion. The remaining space is for the use of the sender.

All postcards, other than picture postcards of private manufacture must bear on their face the word "POSTCARD" or its equivalent in another language.

Nothing may be attached to a postcard except:—

- (1) Stamps in payment of postage.
- (2) A label or strip of paper completely adherent to the card, and bearing the name and address of the addressee.
- (3) A similar label (not to exceed 2 inches long and $\frac{3}{4}$ inch wide) bearing the name and address of the sender of the card; and
- (4) Engravings, drawings, photographs, and printed matter on very thin paper and completely adherent to the card.

A postcard may not be folded, nor may it be cut or altered in such a way as to reduce the size below $5\frac{1}{2}$ inches by $3\frac{1}{2}$ inches. A postcard may not be enclosed in a cover of any kind.

If these conditions are not fulfilled the card will be treated as a letter.

The articles specified in (3) and (4) above, may be affixed either to the back of the card or to the left-hand half of the address side.

SMALL PACKETS**Extent of Service**

Small packets may be sent to all countries. The following countries do not accept small Packets above a maximum weight of 1 lb, viz: Australia, Bolivia, Burma, Canada, Chile, Colombia, Cuba

Definition

The small packet post is specially provided for the transmission of goods, whether dutiable or not, in the same mails as printed papers, which as a rule, travel more quickly than the parcel mails. Nothing other than the goods, an open invoice reduced to its simplest form and the name and address of the sender and addressee may be enclosed.

Postage—Surface Mail

To all destinations:—

Up to 4 ounces	20c
Over 4 ounces up to 8 ounces	36c
Over 8 ounces up to 1 lb	65c
Over 1 lb up to 2 lb	\$1.08

Limit of weight: 2 lb

Overseas Post: Small Packets, Printed Papers, *contd.***Limits of size:**

Packets other than in the form of a roll:

Maximum:

3 ft. in length, breadth and depth combined, the greatest dimension not to exceed 2 ft.

Minimum:

5½ inches by 3½ inches

Packets in the form of a roll:

Maximum:

Length and twice the diameter 3 feet 5 inches, the greatest dimension not to exceed 2 feet 11 inches.

Minimum:

Length and twice the diameter 6½ inches, the greatest dimension not less than 4 inches.

Address

The sender is required to show his name and address on the outside of the packet and must mark the packet conspicuously **SMALL PACKET** or the equivalent of such words in a language of the country of destination in the top left-hand corner.

Posting

Small packets may be posted in a posting box or handed over the counter. They may be registered but not insured.

Inadmissible Articles

Articles which may not be sent by letter post are also excluded from transmission in small packets; and, in addition, the following may not be sent in small packets: Coin, bank notes, currency notes; negotiable instruments payable to bearer, platinum, gold or silver; precious stones; jewels and other valuable articles; postage stamps whether obliterated or not, or any paper representing a monetary value; traveller's cheques, letters, notes or documents having the character of actual and personal correspondence, but an open invoice reduced to its essential elements, as well as a copy of the name and address of the sender and the addressee may be enclosed, gramophone records, tapes and wires bearing sound or video recording, A.D.P. (automatic data processing) and Q.S.L. cards, magnetic tapes.

Customs Declarations

A green customs label must, without exception, be affixed to the address side of the packet, and, if the country of destination so requires, the packets must also be accompanied by one or more customs declaration forms C2/CP3. In some cases the country of destination requires that the customs declarations should be made out in a language other than English. Details of these requirements are shown under each country at pages 94 to 254.

OVERSEAS POST: PAPERS**Printed Papers****RATE OF POSTAGE**

To all countries:

Up to 1 oz	..	9c
Over 1 oz up to 2 oz	..	14c
Over 2 oz up to 4 oz	..	20c
Over 4 oz up to 8 oz	..	36c
Over 8 oz up to 1 lb	..	65c
Over 1 lb up to 2 lb	..	\$1.08
Over 2 lb up to 4 lb	..	\$1.50

For: Books and pamphlets—

Over 4 lb up to 5 lb	..	\$1.90
Over 5 lb up to 7 lb	..	\$2.65
Over 7 lb up to 9 lb	..	\$3.40
Over 9 lb up to 11 lb	..	\$4.20

LIMIT OF WEIGHT=4 lb

Exceptionally printed volumes sent singly and pamphlets will be accepted up to 11 lb.

LIMITS OF SIZE

Printed papers other than in the form of a roll:

To all countries:

Maximum:

3 ft. in length, breadth and depth combined, the greatest dimension not to exceed 2 feet.

Minimum:

5½ inches by 3½ inches

Printed Papers in the form of a roll:

To all Countries:

Maximum:

Length and twice the diameter 3 feet 5 inches, the greatest dimension not to exceed 2 feet 11 inches.

Minimum:

Length and twice the diameter 6½ inches, the greatest dimension not to be less than 4 inches.

SURCHARGE

Printed papers wholly unpaid or insufficiently prepaid if addressed to any place outside Jamaica will not be forwarded but will be returned to sender, where possible.

Definition

In general the printed paper rate applies to all impressions or copies obtained upon paper or similar material, parchment or cardboard, by means of printing, engraving, lithography, mimeography, photography, or other readily recognizable mechanical process, except those obtained by means of the typewriter, tracing and hand stamps with or without movable types. Certain items, however, such as receipts, invoices and statements of account which can be forwarded at the printed paper rate on the inland service are only admissible on the overseas services if they are in blank. The Postmaster General reserves the right to decide whether the material and the process used are admissible.

Overseas Post: Printed Papers, *contd.***Make-up**

Printed papers should be clearly marked in the upper left-hand corner "Printed Papers". They are subject to examination in the post and must be made up in such a way as to be easily examined. They may be placed in a wrapper, upon a roller, between boards, in an open case or in an unclosed envelope furnished with a blunt fastening easy to open and replace; or they may be secured with string easy to untie. Printed matter in the form and substance of a card may be sent unenclosed without band, envelope, or fastening and must then conform to the conditions for postcards except for postage and maximum dimensions. Similarly, printed papers may be sent unenclosed if they are folded in such a way that they cannot become unfolded during transmission, and that there is no risk of their entrapping other articles.

ADMISSIBLE DOCUMENTS

The following articles are transmissible as printed papers in the international post:

Address cards	Pamphlets
Advertisements	Paper patterns to be cut out
Albums containing photographs	Periodical works
Books, sewn or bound	Photographs
Catalogues	Pictures
	Photocopies
Drawings	Plans
Engravings	Prospectuses
Greetings and visiting cards	Proofs of printing, corrected or uncorrected with or without the relative manuscript
Maps	
Newspapers	
Notices of various kinds printed, engraved, lithographed, mimeographed or photographed	Sheets of music (but not perforated sheets intended for use with automatic musical instruments)

Letters and Postcards exchanged between pupils of schools provided that these items are sent through the principals of the schools concerned.

Pupils' exercises in the original or with corrections but without any note which does not relate directly to the performance of the work.

Manuscripts of works or for newspapers.

Musical scores in manuscript.

REPRODUCTIONS OF MANUSCRIPT OR TYPEWRITTEN ORIGINAL (CIRCULARS)

Such reproductions, when obtained by a mechanical manifold process are accepted for transmission as printed papers if:

- (1) they are handed in at a Post Office
- (2) special attention is drawn to the fact that they are a reproduction of the kind specified
- (3) at least 20 items containing precisely identical copies are handed in at the same time.

Overseas Post: Printed Papers, contd.**ADDITIONS AND ALTERATIONS**

The sender may, either outside or inside a packet of printed papers: Indicate by any process, the name or business name, status, profession and address of the sender and of the addressee, the place and the date of despatch, the signature, a serial or registration number referring solely to the packet;

Correct errors in printing;

Strike out, underline or ring round certain words or certain parts of a printed text unless this is done with the object of constituting a code.

The following and similar documents and so on, may bear additions and alterations made by any process, to the extent indicated in each case.

Order forms: Order forms or subscription forms or forms of offer for publications, books, pamphlets, newspapers, engravings and musical scores may bear the names of the works and number of copies asked for or offered; the price and notes representing essential elements of the price; the method of payment; the edition and names of the authors and publishers; the catalogue number and the words *Paper Covered, Stiff Covered or Bound*.

Forms used by the lending services of libraries: The titles of the works, the number of copies asked for or sent, the names of the authors and publishers, the catalogue numbers, the number of days allowed for reading, the name of the person wishing to consult the work in question.

Printed cards: Pictorial cards, printed visiting cards, Christmas and New Year cards may bear good wishes, greetings, congratulations, thanks, condolences or other formulae of courtesy expressed in not more than five words or by means of not more than five conventional initials for example: Kind regards, Best Wishes and other greetings and so on, not conveying specific information or making an enquiry or request are admissible. Phrases such as "Arrived Safely, See you on Monday", and so on, are not admissible.

Proofs of printing: Alterations and additions concerned, with corrections, form and printed, and also such notes as "*Passed for Press*", or similar notes concerned with the execution of the work. In case of want of space, these additions may be made on separate sheets.

Fashion papers: Cut out patterns which bear indications that they form an integral part of the paper with which they are sent.

Books: (Printed literary and artistic productions) Books, pamphlets, newspapers, photographs, engravings, sheets of music and in general all literary or artistic productions, whether printed, or engraved, lithographed or mimeographed, may bear a dedication consisting of a simple expression of regard.

Cuttings from newspapers and periodicals: The title, date, number and address of the publication from which the article is taken.

Notices of change of address: The old and the new address of the sender and the date of the change.

Enclosures

The sender may enclose in a packet of printed papers a card, envelope or wrapper bearing his printed address or that of his agent and having a postage stamp of the country of destination affixed for prepayment of the return postage. The relative open invoice, reduced to its essential elements together with copies of the invoice deposit notes, may be enclosed with articles listed in the paragraph "Books" above.

Overseas Post: Printed Papers—Customs Treatment Abroad, Combined Packets, Literature for the Blind.

Inadmissible articles:

No printed paper articles shall consist of or contain:—

- (a) any documents produced on a typewriter of any type;
- (b) any copies obtained by means of tracing, or any handwritten or type-written copies;
- (c) any copies obtained by means of stamps with or without movable type;
- (d) any articles of stationery proper, bearing reproductions, when it is clearly shown that the printed part is not the essential part of the article;
- (e) any films or sound recordings;
- (f) any punched paper tapes and automatic data processing cards bearing any perforations, marks or signs which can be regarded as notes; (acknowledgement of radio contact) & SL Cards.
- (g) articles sent from one private individual to another;
- (h) postage stamps or forms or prepayment, whether obliterated or not, or any paper representing a monetary value;
- (i) personal correspondence.

CUSTOMS TREATMENT ABROAD

Particulars of the countries which admit packets containing articles liable to customs duty under the Green Label system, are given at pages 94 to 254.

COMBINED PACKETS

It is permissible to enclose in the same packet articles on which different charges are payable (except literature for the blind), provided that each article taken singly is within the limits applicable to it as regards weight and size, and that the total weight does not exceed 4 lb.

The postage payable is that applicable to the class of enclosure subject to the highest rate of postage.

LITERATURE FOR THE BLIND

Books or papers impressed or intended to be impressed in "Braille" or other special type and any articles used specially by the blind posted unsealed and accepted for conveyance to all destinations by *surface* mail as follows:

Up to 15 lb in weight (maximum)—Postage free.

Books or papers impressed in Braille or other special type and any articles used specially by the blind, plates for embossing literature for the Blind and sound records intended solely for the use of the blind posted unsealed may be sent by *air mail* to any destination at the special rate of two cents for every two ounces or fraction thereof.

In order to be eligible for this special rate the article must either be posted to a recognized institution for the blind in Jamaica or be addressed to a recognized institution for the blind in another country.

Packets of Literature for the Blind whether intended for conveyance by *surface* or *air mail* must not exceed 15 lb in weight.

OVERSEAS POST (PARCELS)

The maximum and minimum dimensions are the same as for printed papers.

No communication either in writing or printed in ordinary type may be enclosed in a packet of Literature for the Blind except the title, date of publication, serial number names and addresses of the manufacturer, printer or publisher, price and table of contents of the articles and any key to, or instructions for, the use of the special type, or any enclosure except a label for the return of the articles.

Articles should be clearly marked in the upper left-hand corner "*Literature for the Blind*".

PARCELS

RATES OF POSTAGE

These are closely related to the actual cost of handling and conveyance and vary considerably for the various parts of the world. The rates to the various countries are shown in Rate Sheet R3.

WEIGHT AND SIZE

The maximum weight is 22 lb.

LIMITS OF SIZE

Parcels other than in the form of a roll:

Maximum:

6 feet 7 inches in length, breadth and depth combined, the greatest dimension not to exceed 3 feet 6 inches. The maximum length for parcels to CANADA is 6 feet.

Minimum:

5½ inches by 3½ inches.

Parcels in the form of a roll:

Maximum:

Length 3 feet 6 inches; length and greatest circumference combined not to exceed 6 feet 7 inches.

Minimum:

Length 4 inches; length and greatest circumference measured in a direction other than the length must not be less than 6½ inches.

Registration

Parcels may be registered to the United States of America only; Registration fee of 40c per parcel in addition to postage charge.

CUSTOMS DECLARATION AND DESPATCH NOTES

All parcels posted to destinations outside Jamaica must be accompanied by a declaration of the contents (on the prescribed form which is obtainable at every Post Office), bearing the address of the parcel to which it relates and a declaration of the contents as well as the signature and address of the sender. The value of the contents of the parcel must be shown in Jamaican dollars on the customs declaration and the net weight or quantity and the value of the different articles enclosed should be shown in detail with such other particulars as are likely to facilitate the customs clearance of the parcel; for instance, the material of which clothing is made, and whether it is new or not. If an article is being returned to its country of origin this should be stated.

Overseas Post: Parcels, *contd.*

If a consular invoice, a certificate of origin, or other similar document accompanies a parcel, this should be stated on the relative customs declaration under the list of contents, and also on the cover of the parcel if the customs declaration form C2/CP3 is used. Declarations written on any but the prescribed form cannot be accepted.

Two kinds of customs declaration forms are in use namely:—

A yellow form (No. 741) to be pasted on the parcel (mainly for parcels addressed to British Commonwealth countries and the United States of America) and a form C2/CP3 for most foreign countries and for India. Two or more copies of the latter form may be required; see under the relative country. The declaration forms C2/CP3 must not be pasted on the parcel. When a C2/CP3 form of declaration is used the sender must also fill up a despatch note CP2. The address on the despatch note should always be as complete as the address on the parcel.

Customs declarations for parcels addressed to foreign countries should, when possible, be completed in English and French.

When the contents are liable to duty, an incorrect declaration may result in seizure of the parcel or in the imposition of a heavy fine which will not be remitted even if the parcel is returned to the sender.

All parcels are liable to be opened for Customs examination and their contents are subject to Customs duty according to the laws of the country of destination.

Except in the case of a parcel referred to in the following paragraph, such duty cannot be prepaid but it is collected from the addressee on delivery. The Post Office can give no information as to the customs tariff or procedure of any particular country; nor does it accept any responsibility for loss, delay or charges arising from the Customs or other regulation to which the contents of the parcel are subject.

PREPAYMENT OF CUSTOMS DUTIES AND OTHER CHARGES (F.D.D. PARCELS (FREE OF CHARGES AND FEES))

Persons sending parcels to the United Kingdom may, if they so desire, take upon themselves the prepayment of the Customs duty and other charges which in ordinary cases are leviable on the addressee. The sender will be required to pay a deposit of the amount estimated to cover these charges. A settlement will subsequently be made when a statement of the total amount of the charges has been received from the British Post Office. The following are the conditions:—

Parcels to be sent under this arrangement must be handed in at the Kingston Post Office.

The parcels must be marked by the sender "*To be delivered free of charge*".

The sender must fill up and sign a formal undertaking to pay on demand the amount of the charges due. Forms for this declaration may be had on application to the Kingston Post Office.

Parcels for free delivery will only be accepted from persons permanently resident in Jamaica or a person approved by the Postmaster General and having a duly appointed agent permanently resident in the island.

A fee of 20c per parcel is charged for the cost of the service in addition to the postage and deposit for duty. If the parcel proves duty-free in Great Britain the sum of 20c will be refunded to the sender.

Overseas Post: Parcels, *contd.*

One form of undertaking will suffice for two or three (but not more) parcels posted together by the same sender to the same addressee. In such cases the fees will be 20c for each parcel.

Parcels will be accepted in Great Britain for delivery in Jamaica free of Customs duty on conditions similar to the foregoing. Such parcels are liable to examination on arrival for Customs purposes, and all pains and penalties attaching for under-valuation or misrepresentation of contents or to prohibited goods will be enforced against the goods themselves or against the parties assuming the charge, as may be decided by the proper authorities.

The Post Office cannot undertake to make any enquiry respecting the charges levied by the United Kingdom customs on parcels forwarded under this arrangement.

Re-direction

A parcel may be re-directed to any place participating in a Parcel Post Service on prepayment of the postage to that place or on receipt of an undertaking to pay the postage if the addressee refuses to pay it, provided that the parcel conforms to the regulations applicable to parcels sent by post to the country or place to which it is re-directed.

Parcels re-directed from other countries are not delivered until the postage, if any, due by the addressee has been paid.

Any parcel sent by post incurs fresh postage at the ordinary rate for re-direction, except where the parcel is or would be delivered from the same Post Offices both at the original address and at the address to which the parcel is re-directed.

Undeliverable Parcels

The sender of a parcel may request at the time of posting that if the parcel cannot be delivered as addressed it may be treated as abandoned or delivered at a second address in the country of destination.

If a Despatch Note CP2 is used the instructions as to disposal must be written conspicuously on the cover of the parcel as well as on the Despatch Note CP2.

If no Despatch Note CP2 is used the instructions must be written on the Customs declaration forms CP3 or C2/CP3 and must be in one of the following forms:—

- "If not delivered as addressed—abandon", or
- "If not delivered as addressed deliver to or re-direct to:—
- "If delivery is not possible return to me".

The sender may reproduce or have printed only one of the permitted instructions on the back of the dispatch note CP2. The instructions marked by the cross on the despatch note CP2 must be reproduced on the parcel itself. It shall be in French or in a language known in the country of destination.

In the absence of a definite request for abandonment or for delivery to an alternative address a parcel which is undeliverable at the original address is returned to the sender without previous notification and at his expense.

The cost of returning the parcel includes postage generally equivalent to the outward charge and in many cases charges levied abroad for warehousing and so on.

Customs duty assessed on the parcel abroad is generally cancelled if the parcel is returned but on parcels sent back from certain other countries the customs charges are not cancelled and must be paid on delivery, in addition to the other charges due.

CASH-ON-DELIVERY SERVICE

If the sender refuses to pay the charges or does not claim the parcel within six months from the date of return the parcel is sold and the amount recovered out of the proceeds.

Under the *Cash-on-Delivery service* which is in operation between Jamaica and Great Britain, the value of goods sent by parcel post may, under certain conditions be collected from the addressee by the Post Office and remitted to the sender by Money Order.

Fees

In addition to postage and any other charges:—

On outgoing parcels:

10c for each \$2 or fraction of \$2 of the trade charge plus a despatch fee of 10c.

On incoming parcels:

10c in addition to the Presentation to Customs charge of 50c, Customs Duty, etc.

Conditions

Parcels from Jamaica to Great Britain may only be posted at the General Post Office, Kingston, and Montego Bay, but parcels may be sent from Great Britain to any address in Jamaica. The amount to be collected may not exceed \$80 and may not include a fraction of a cent.

The sender of a Cash-on-Delivery parcel must write, in ink, on the cover of the parcel the word "*Remboursement*" or the letters "C.O.D." followed by the amount of trade charge which is the sum of money to be collected from the addressee on delivery of the parcel. The trade charge may not exceed the amount of the declared value plus the postage and fees payable in connection with the Cash-on-Delivery service. The name and address of the sender should be shown on the parcel as well as the name and address of the addressee.

The sender must fill up a special trade card giving all the particulars required on the card except the number of the parcel and those particulars in the space headed "Service Instructions".

No alteration of the amount of trade charge entered on the parcel is allowed. An incorrect entry must be completely obliterated and a fresh entry made.

If an incorrect entry of the amount is made on a trade charge form or card the sender must make out a fresh form or card.

The trade charge on a cash-on-delivery parcel may not be altered or cancelled after the parcel has been posted.

Before a trade charge in respect of a cash-on-delivery parcel posted in Jamaica is paid, the production of the posting receipt for the parcel may be required.

A Cash-on-Delivery parcel may only be retained at the office of destination for 15 days from the date of arrival after which if unclaimed, it is forthwith returned to origin. Requests for longer detentions cannot be entertained, nor will part payment be accepted from the addressee; the full amount of duty, trade charges, and all other fees must be remitted to the head office before the parcel can be forwarded.

No application as to the disposal of the amount of a trade charge can be entertained unless made within one year of the date the parcel was posted.

REGISTRATION

Subject to the limitation shown on pages 94 to 254 any letter, parcel or postal packet may be registered.

Registration Fee (additional to postage):

Each article 40c

Compensation

The registration fee on an article addressed to anywhere outside Jamaica covers compensation up to a maximum of \$14.33. If it is desired to provide for a higher maximum the insurance service should be used. There is no insured service with the United States of America.

No indemnity is payable in the case of:

- (1) Force Majeure, i.e. tempest, shipwreck, earthquake, war, etc.
- (2) Any packet containing a prohibited article.
- (3) Any packet in respect of which a claim is not made within a year of the date of posting.
- (4) Any packet which the Post Office cannot account for in consequence of the loss of official documents through a cause beyond control.
- (5) Any packet confiscated under the internal legislation of the country to which it is addressed.

The final decision upon all questions of compensation rests with the Postmaster General.

Instructions for Registering

An article to be registered must be handed in at a Post Office and a receipt obtained for it, it must not be dropped into a letter-box.

Every letter presented for registration must be enclosed in a strong cover appropriate to its contents and securely fastened with wax, gum or other adhesive substance in such a manner as to render impossible the opening thereof without damage to the cover. It will not be accepted if it shows any sign of having been opened and refastened before posting.

If a letter is fastened by means of adhesive paper or tape, each strip must bear some word or mark distinctive of the sender, such as his name or initials or must be initialled by the person who tenders the article for registration. Letter packets not fastened with any adhesive matter but tied with string will be accepted provided the ends or knots of the string are sealed with wax or by means of a lead seal crushed with a press.

The above instructions regarding fastening and sealing do not apply to packets containing literature for the blind, and printed papers intended for registration as these must be open to inspection whether registered or not.

A postal article addressed to initials cannot be registered.

The address must be clearly written in English but can be repeated in another language. It must be written in ink or copying pencil.

The full postage and registration fee must be prepaid at the time of posting.

If in the opinion of an officer of the Post Office to whom an article is tendered for registration the packing is inadequate or if the article is unsuitable for registration for any other reason, registration of the article may be refused.

Overseas Post: Registration, Advice of Delivery, Insurance, *contd.*

Money sent by registered post should be enclosed in one of the registered letter envelopes sold by the Post Office. Coins must be packed in such a way that they cannot move about inside the envelope.

Inquiries regarding loss or non-delivery

Inquiry as to the alleged loss or non-delivery of a registered article addressed to a place abroad must be accompanied by a fee of 6c. This fee is refunded if it is found that the inquiry has been rendered necessary by a fault of the postal service.

Articles Irregularly Posted

An article marked in any way to indicate that it should be registered which is found posted amongst ordinary correspondence will not be registered but will be treated as an ordinary item and despatched to destination by ordinary or airmail, depending on the amount of postage with which it has been prepaid.

In the event of loss or damage no compensation is paid on an irregularly posted article.

Undeliverable registered and insured articles and unregistered articles found to contain anything of value which cannot be returned to sender are retained in the Dead Letter Office for a fixed period in case they are claimed by either the sender or the addressee. If not claimed they are disposed of in accordance with regulations.

Advice of Delivery

The sender of a registered article addressed to an overseas destination may obtain an advice of its delivery by prepaying in stamps at the time of posting, the sum of 20c.

- (a) Stamps denoting payment of such Advice of Delivery fee shall be affixed to the registered article together with the stamps in payment of the postage on the article.
- (b) The article must bear on the front the letters "A.R."
- (c) The sender's name and address must appear on every article of which an application is made for obtaining advice of delivery.

The advice of delivery form for an airmail registered article shall be attached to the article when it is being weighed.

The forms must be returned to the sender by airmail at no additional cost to the addressee and must have a blue airmail label affixed to it.

OVERSEAS POST: INSURANCE

The insurance service is not universal, but it extends to most overseas countries. The maximum which can be covered is \$800 but in some countries lower limits are in force, as shown under each country set out on pages 94 to 254.

The service is governed by international regulations which prescribe the manner in which insured packets must be made up, addressed, sealed and so on; and it is essential that these regulations should be complied with in order to avoid disputes about claims or delays in transmission.

OVERSEAS POST: INSURANCE, *contd.**Insurance Fees (additional to postage).**Letters:*

To cover compensation up to a maximum of \$36 .. 10c

Each additional \$36 .. 10c

The fees for insurance, including registration fee of 40c but in addition to postage, are as follows:—

Fee	Limit of Compensation	Fee	Limit of Compensation	Fee	Limit of Compensation
.50c	\$36	\$1.30	\$324	\$2.10	\$612
.60c	\$72	\$1.40	\$360	\$2.20	\$648
.70c	\$108	\$1.50	\$396	\$2.30	\$684
.80c	\$144	\$1.60	\$432	\$2.40	\$720
.90c	\$180	\$1.70	\$468	\$2.50	\$756
\$1.00	\$216	\$1.80	\$504	\$2.60	\$792
\$1.10	\$252	\$1.90	\$540	\$2.70	\$800
\$1.20	\$288	\$2.00	\$576

Parcels: (M addition to postage)

To cover compensation up to a maximum of \$36 .. 10c

Each additional \$36 .. 10c

(See pages 91, 94 to 204 for available services and limits of liability)

Posting

An item intended for insurance must be handed in at the counter of a Post Office and a receipt obtained for it. It must not be posted in a letter box. If an article tendered for insurance does not, in the opinion of the officer of the Post Office to whom it is tendered, fulfil the prescribed conditions as to packing and sealing, it will not be accepted. Nevertheless, the onus of properly enclosing, packing and sealing the article lies upon the sender; and the Post Office assumes no liability for loss or damage arising from defects which may not have been observed at the time of posting.

Insured Value

The amount for which an article is insured must be written in ink without erasure or alteration by the sender or his representative both in Roman words and in Arabic figures, at the top of the address side of the cover, thus: Insured for Thirty Dollars (\$30). In the case of a parcel, the amount must also be entered in the appropriate space on the despatch note CP2 if one is used. No alteration or erasure of the inscription on the letter or parcel or on the despatch note is allowed even if certified. If the amount is entered on the despatch note in the wrong place, a fresh despatch note must be prepared.

No letter or parcel can be insured for more than the actual value of the contents and packing, or for more than the sum prescribed for the country to which it is addressed but it may be insured for part of its value, and a letter or parcel of which the contents have no pecuniary value may be insured for a normal sum in order to obtain the safeguards of the system. An insured letter containing documents which are of value because of the cost of preparation, for example, plans, estimates or contracts, may not be insured for an amount exceeding the cost of replacing them in case of loss. Over-insurance is an obstacle to compensation.

Overseas Post: Insurance, *contd.***Address**

The address on an insured article must be in English but it may be repeated in another language.

The writing must be in ink and no alteration or erasure is permitted even if certified. No article addressed to initials only will be accepted.

Seals

All seals on a insured letter or parcel must be of the same kind of wax (or lead in the case of parcels) and must bear distinct impressions of the same private device. A coin may not be used for sealing; and the device may not consist merely of straight, crossed, or curved lines which could readily be imitated.

Certificate of Posting

The certificate of posting which is given for an insured packet must show the amount for which the letter or parcel is insured, and the sender should see that the amount is correctly stated.

Advice of Delivery

The sender of an insured letter or parcel may obtain an Advice of its Delivery by prepaying in stamps at the time of posting, the sum of 20c.

The Advice of Delivery form must be returned by air mail:—

- (a) stamps denoting payment of such Advice of Delivery fee shall be affixed to the insured article together with the stamps in payment of the postage on the article;
- (b) the article must bear on the front the words "A.R."
- (c) the sender's name and address must appear on every article in respect of which an application is made for obtaining advice of delivery;
- (d) the advice of delivery form for an airmail insured article shall be attached to the article when it is being weighed.

Insured Letters: Special Conditions

Insured letters up to the maximum value indicated may be sent to the countries shown as participating in the service in the section of the Guide headed "Overseas Post".

In addition to ordinary correspondence, they may contain paper valuables such as bank-notes, currency notes, bonds, securities, traveller's cheques also valuable documents of any kind such as plans, estimates and so on; but if the contents are dutiable in the country of destination they can only be sent to countries which admit dutiable articles by letter post. Letters containing articles other than those mentioned above, postcards, small packets, and printed papers cannot be insured.

Make-up

An insured letter must be enclosed in a strong cover made up in one piece which shall permit the seals to adhere completely, and which must be securely fastened by means of identical seals in lead, fine wax, or another effective means, with spaces between, reproducing a private mark, and affixed in sufficient number to hold down all the folds of the envelope. An envelope with a transparent panel or which is wholly transparent must not be used. The make-up of every letter must be such that its contents cannot be tampered with without external and visible damage to the envelope or the seals.

Spaces must be left between the postage stamps used and between the postage and other official labels, if any, so that they cannot serve to hide injuries to the envelope or packing. Postage stamps or labels must not be folded over the ends or sides of the envelope so as to cover an edge.

Overseas Post: Insurance, *contd.*

No labels may be affixed except those of the postal service. If the packet is tied round with a string or tape, a seal must be placed on each knot. However, if the packet is tied with a string and sealed as in paragraph 1, the string itself need not be sealed.

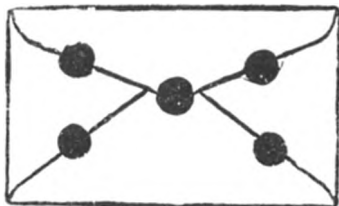
Insured letters which have the exterior appearance of a box must fulfil the following additional conditions:

- (a) they shall be of wood, metal or plastic and sufficiently strong;
- (b) the walls of wooden boxes shall have a minimum thickness of 8 millimetres; (5/16 of an inch);
- (c) the top and bottom shall be covered with white paper to take the address of the addressee, the declaration of the insured value and the impression of the official stamps; they shall be sealed on the four sides; if required for ensuring inviolability, the boxes shall be tied round crosswise with strong string without knots, the two ends being joined under a wax seal bearing a private mark of the sender.

In addition, the following provisions shall apply:

- (a) the postage may be represented by the amount (in figures) of the sum collected, as for example: (Charge collected: \$...c....); this amount shall be written at the top right-hand corner of the address side and an impression of the date-stamp of the office of origin placed beside it;
- (b) items addressed to initials or the address of which is shown in pencil and those which have erasures or corrections in their address will not be accepted.

The seals on an ordinary envelope should be placed as shown below:



In the case of a long envelope with a seam down the centre, the seam should be secured with seals placed not more than 3 inches apart.

INSURED PARCELS: SPECIAL CONDITIONS

Parcels can be insured for transmission to the countries against the names of which a limit of insured value is shown in the section of the Guide headed "Overseas Post". The general limit of insurance is \$800 but in some countries lower limits are in force and these are specially indicated in the summary together with any other limitations of the service. There are certain countries which do not pay compensation for damage to fragile items etc. posted in insured parcels e.g. Australia, Canada.

Packing and make-up

Packing: Every insured parcel must be substantially packed with due regard to the nature of the contents and to withstand the risks of oversea travel.

Overseas Post: Insurance, Compensation

Sealing: Every insured parcel must be sealed, by one or more lead seals or identical wax seals or by some other effective means in such a way that it cannot be opened without either breaking the seal or leaving obvious traces of violation. Each join or loose flap of the covering of a parcel must be sealed; and if string be used in packing, a seal must be placed on every knot.

On any one parcel only one uniform design or mark may be used. When possible the impression of the seal used on a parcel should be made on the counterfoil of the despatch note if one is used.

Adhesive sealing tape or gummed paper are not regarded as adequate substitutes for wax or lead seals, but may be used to supplement them, provided that wax seals are also placed partly on the tape or gummed paper and partly on the cover of the parcel, in such a way that the tape or gummed paper could not be removed without breaking the seals. Labels of any kind and postage stamps must be so spaced that they cannot conceal injuries to the cover; they must not be folded over two sides of the parcel so as to hide an edge.

Parcels Containing Coin, Bullion or Jewellery: A parcel containing coin, bullion or jewellery sent to any place, to which the insurance service extends must be insured for at least part of its value. Every such parcel must be enclosed in a strong box or case, must be sewn up or otherwise fastened in a wrapper of linen, canvas, strong paper or other substantial material and must have the address written on its actual covering. The address may be written on a label which is gummed to the packing itself PROVIDED:

- (a) that the insured value of the parcel does not exceed \$350
- (b) the label does not exceed 6 inches by 4 and one-quarter inches.

The seals must be placed along the edges of each join or loose flap at distances of not more than 3 inches.

DEFINITION OF JEWELLERY. For the purpose of these regulations the term *Jewellery* means:

Gold, silver, platinum and other precious metals in a manufactured state, that is a state in which value is added to the raw material by skilled workmanship; and in this definition are included any coins used or designed for purposes of ornament; diamonds and precious stones;

Watches, the cases of which are entirely or mainly composed of gold, silver, platinum or other precious metals; and

Any article of like nature which, apart from workmanship, has an intrinsic or marketable value.

COMPENSATION

General Conditions Governing Payment of Compensation

If any object of pecuniary value enclosed in an insured letter or parcel is lost or damaged whilst in the course of conveyance by post, the Postmaster General may pay to the sender such sum as he may think just provided the loss or damage has occurred whilst the letter or parcel was in the custody of the Jamaica Post Office.

On the transfer of an insured packet to another administration, the responsibility of the Jamaica Post Office ceases, and the final decision as to the payment of compensation rests with that administration.

Overseas Post: Compensation, *contd.*

Compensation will in no case exceed the value at the time of posting of the article lost or the amount of the damage sustained. Indirect loss or loss of profits will not be taken into consideration.

In any claim for damage or loss of contents, the packet should be retained for inspection as nearly as possible in the condition in which it was delivered.

The sender of a parcel may waive his claim in favour of the addressee. The sender or addressee may authorise a third party to receive the compensation.

The Postmaster General is under no legal liability either personally or in his official capacity to pay compensation in respect of any packet for which an insurance fee has been paid.

Cases in which Compensation is not Payable: Under international regulations, no compensation will be paid in respect of:

Any article destroyed through force majeure;

Any article which infringes postal regulations;

Any article which has been duly delivered and accepted without reserve;

Any damage or loss caused by the fault or negligence of the sender, such as failure to provide adequate packing, having regard to the nature of the contents;

Any damage to an exceptionally fragile object which from its nature cannot reasonably be expected to travel safely by post, such as a clay figure, a soapstone or alabaster model, a collection of butterflies or moths, a vacuum flask, glass, crockery and so on;

Any article fraudulently insured for a sum greater than the actual value of the contents;

Any article confiscated under the internal legislation of the country to which it is addressed;

Any parcel containing an article of a type specified in section of the Guide headed "Overseas Post" as one for which compensation will not be paid; or

Any article for which a claim is not made within a year of the date of posting.

The Post Office reserves the right to refuse compensation where the damage or loss is due to a cause beyond control, (e.g. force majeure) or where a packet cannot be accounted for in consequence of the loss of official documents from any such cause. No compensation will be paid for any loss or damage due to force majeure.

Undeliverable registered and insured articles and unregistered articles found to contain anything of value which cannot be returned to the senders are retained in the Dead Letter Office for a fixed period in case they are claimed by either the sender or the addressee. If not claimed they are disposed of in accordance with regulations.

FOREIGN COUNTRIES

(For Charges: Please use Schedules R (and R3)

ABU DHABI

Letter Post

Surface	}	See Schedules of Letter Rates
Air Mail		

Dutiable Articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3. All commercial consignments (letter and parcel) must be accompanied by a certificate of the country of origin of the goods.

Insurance: Limit \$440

Prohibitions: Arms and ammunition (or parts thereof); Charged butane gas lighters and refills (uncharged lighters are admitted); cultured, imitation, artificial and bleached pearls.

Restrictions: Alcoholic drinks, drugs.

Address: The correct postal address is Abu Dhabi, United Arab Emirates. No other description is required.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates
Air		

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2

Insurance: Limit \$440.

Prohibitions: Letters except one for addressee; arms and ammunition (or parts thereof) charged butane gas lighters and refills (uncharged lighters are admitted) cultured, imitation, artificial and bleached pearls.

Restrictions: Alcoholic drinks, drugs.

Packing: Parcels should be very strongly packed.

Address: See under Letter Post.

Delivery: Parcels are not delivered.

Compensation: is not payable for uninsured parcels lost, stolen or damaged in the Abu Dhabi Service.

ADEN (See Yemen (Peoples Democratic Republic of).)

AEGEAN ISLANDS (Same as Greece).

AFGHANISTAN

Letter Post

Surface	}	See Schedules of Letter Rates
Air Mail		

Dutiable articles may be sent by small packet post—up to \$100 green label required, thereafter top green label and form C2/CP3. Items subject to customs duty are not accepted in ordinary and registered letters.

Serums, vaccines and urgently required medicaments are admitted in all cases.

Overseas Post: Foreign countries, *contd.***AFGHANISTAN, *contd.***

Insurance: No Service.

Prohibitions: Bank-notes, coin, currency notes, documents payable to bearer; gold, jewellery, platinum, precious stones, silver and other precious articles, drugs and similar substances except under licence from the Afghan authorities. The importation of many classes of goods is prohibited. Further information should be obtained from the addressee.

Address: The address must be written in full in roman letters and arabic figures.

Parcel Post:

Available to the following offices only:—

Badakshan, Dionoubi (Patkia), Ghazni, Herat, Kabul, Kandahar, Kataghan, Maimena, Mazar-I-Sharif, Nahgahar, and Polikhomri.

Surface	}	{ See Schedule of Overseas Surface and Air Parcel Post Rates
Air—No Service.		

Insurance: No Service.

Customs Declarations: 1 form C2/CP3 and 1 despatch note CP2 (a separate set for each parcel).

Prohibitions: Letters, liquid or fragile objects (porcelain etc.) alcoholic drinks, drugs and similar substances except under licence from the Afghan authorities; dry or liquid chemical dyes which are not sufficiently fast for dying wool carpets, European and Persian carpets, Tapestries, lace and such products; jewellery, living plants, narcotics.

Invoice: Parcels of merchandise must contain a copy of the relative invoice.

AJMAN**Letter Post:**

Surface	}	See Schedules of Letter Rates
Air Mail		

Dutiable Articles, may be sent by letter and small packet post—up to \$100 green label written in Arabic and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Arms and ammunitions (or parts thereof); charged butane gas lighters, uncharged lighters are admitted, radioactive substances, cultured, imitation, artificial and bleached pearls.

Restrictions: Alcoholic drinks, drugs.

Address: The correct postal address is AJMAN, United Arab Emirates. No other description is required.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates
Air		

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: No Service.

Overseas Post: Foreign Countries, *contd.***AJMAN, *contd.***

Prohibitions: Letters, except one for the addressee; arms and ammunition (or parts thereof); charged butane gas lighters and refills (uncharged lighters are admitted); cultured, imitation, artificial and bleached pearls.

Restrictions: Alcoholic drinks, drugs.

Packing: Parcels should be very strongly packed.

Address: See under **LETTER POST**.

Delivery: Parcels are not delivered.

Compensation is not payable for damage to ordinary parcels, lost, stolen or damaged in the AJMAN Service.

ALASKA (See United States of America).**ALBANIA (Peoples Socialists Republic of)****Letter Post**

Surface	} See Schedules of Letter Rates
Air Mail	

Dutiable articles may be sent by small packet post—up to \$100 green label written in Albanian or French and English required; thereafter top green label and form C2/CP3. Items subject to customs duty are not accepted in ordinary and registered letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Insurance: No Service.

Prohibitions: Photographic film, plates and paper.

Restrictions: Medicines for personal use except the addressee holds a medical certificate.

Parcel Post

Surface	} See Schedule of Oversea Surface and Air Parcel Post Rates.
Air	

Insurance: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in Albanian or French and English.

Prohibitions: Arms, except sporting guns under permit; articles prejudicial to the State and to public order; charged butane gas lighters and refills (uncharged lighters are admitted and should be declared as such on the customs declaration form), narcotics, saccharin, foodstuffs in hermetically sealed containers, radioactive substances.

Restrictions: Medicines for personal use except the addressee holds a medical certificate; plants and parts of plants. An import permit must be obtained by the addressee in advance for many items. Worn clothing must be accompanied by a Certificate of disinfection.

Gift Parcels which must contain only articles for the personal use of the addressee or his family should be clearly marked "GIFT PARCEL".

Compensation is not payable for damage to parcels containing liquids, fragile articles or perishable goods.

Overseas Post: Foreign Countries, *contd.*ALBANIA, *contd.*

Gifts may include the following articles when intended for personal or family use:—

Serial No.	Item	Maximum quantity per parcel (up to 3 parcels a year for each family)
1	Coffee, cocoa, sugar, chocolate, sweets, biscuits ..	2 lb 3oz of each
2	Medicines, dressings and instruments for the sick ..	As medically prescribed—despatched in 3 separate parcels—not containing any other articles.
3	Perfumery or toilet articles ..	2 articles per category
4	Shaving materials ..	1 article
5	Various jewellery ..	4 articles
6	Sports gear and fishing tackle	1 article or 1 set per category
7	Coats, raincoats, suits, ladies dresses ..	1 article of each, or the requisite material
8	Children's clothes ..	2 suits
9	Pullovers or knitwear ..	1 garment or the necessary material 14 oz
10	Shirts and blouses ..	3 garments or requisite material
11	Shoes ..	1 pair
12	Personal bed or table linen ..	1 set of each
13	Covers and curtains ..	1 article per category
14	Small items:	
	(a) Stockings or socks ..	4 pairs
	(b) Brief cases or handbags ..	1 article of each
	(c) Office supplies or professional equipment ..	1 article or 2 sets per category
	(d) Other small items ..	2 articles or 2 sets per category
15	Musical instruments ..	1 article
16	Wristwatches, pocket or table watches ..	1 article
17	Children's toys ..	4 articles or 2 sets
18	New Year tree ornaments ..	1 set
19	Periodicals or literature of a technical or scientific nature ..	1 copy per category sent in 3 separate parcels—or more—not containing any other articles
20	Kitchen stoves or small cookers ..	1 article
21	Apparatus for heating water ..	1 article
22	Bicycles ..	1 article
23	Other articles for personal use in limited quantities, not mentioned in this list ..	up to 1,000 lek (total) \$57.15.

ALGERIA

Letter Post

Surface } See Schedules of Letter Rates
Air Mail }

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English required for letters; thereafter top green label and form C2/CP3.

Insurance: Limit \$530.

Prohibitions: As for Parcel Post.

Customs duty: Customs duty may be levied on books.

Overseas Post: Foreign Countries, *contd.***ALGERIA, *contd.*****Parcel Post**

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2

Insurance: No Service.

Customs declarations should show the Post Office serial number of the parcel and should, as far as possible, be prepared in French and English and in accordance with the classification of the French customs tariff. Weights and measurements should be shown in the metric system.

Prohibitions: Articles made of gold or platinum, letters, agricultural products, arms, charged butane gas lighters and refills, chain letters, contraceptive products, chemicals, printed papers relating to lotteries, coin, cheques and securities (except addressed to an approved Bank) watches, clocks, pearls, precious stones, radio active substances, saccharin, foodstuff in hermetically sealed containers, Tube feeding bottles and nipples not bearing the words "pure rubber", funeral urns.

Gift Parcels: Gift parcels which must contain only articles for the personal use of the addressee or his family should be clearly marked "Gift Parcel".

Restrictions: Sporting guns, films, medical apparatus, narcotics, meat and animal products, tobacco, wood products and their derivatives.

Sealing: Parcels should be sealed with a distinctive device.

The importation of some goods is subject to the production of an import licence, and they should not be despatched until the addressee has obtained the necessary licence.

Delivery: The parcels service extends only to places served by a railway. Parcels are normally collected by the addressee.

ANGOLA (Republic of)**Letter Post**

Surface	}	See Schedules of Letter Rates
Air Mail		

Dutiable articles may be sent by letter post—up to \$100 green label written in French or Portuguese and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Bank-notes, currency notes and documents payable to bearer except in insured letters; butane gas lighters and refills; coins, gold, jewellery, platinum, precious stones, silver.

Restrictions: Patent medicines.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates. No Service.
Air		

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in French or Portuguese and English.

Overseas Post: Foreign Countries, *contd.***ANGOLA, *contd.***

Insurance: No Service.

Prohibitions: Letters; arms; butane gas lighters and refills; patent medicines except under permit.

Restrictions: Import licences, to be obtained by the addressee in advance are required for the importation of all goods. The number, date and period of validity of the licence should be inserted by the sender on the relative invoice.

Invoice: A consular invoice is required for each consignment of goods over 550 escudos in value. The invoice should not accompany the parcel but should be sent direct to the addressee.

Sealing: Parcels should be sealed with a distinctive device.

Delivery: Parcels are not delivered. Charges are collected.

ANDORRA (Republic of) Same as France.

ANGUILLA**Letter Post**

Surface	}	See Schedules of Letter Rates
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$40. Surface only.

Prohibitions: Coin and communist literature.

Parcel Post

Surface	}	See Schedule of Overseas surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 Yellow Form CP3.

Insurance: Limit \$20. Surface only.

Prohibitions: Letters, except one for the addressee.

Restrictions: Arms.

ANTIGUA**Letter Post**

Surface	}	See Schedules of Letter Rates
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required, thereafter top green label and form C2/CP3.

Senders of letter packets containing commercial goods must forward by airmail to the addressees, invoice showing separately, the country of origin and the value of each item enclosed.

Insurance: No. Service.

Prohibitions: Drugs, except under licence, perishable biological substances, radio-active material.

Overseas Post: Foreign Countries, *contd.***ANTIGUA, *contd.*****Parcel Post**

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 1 Yellow Form CP3.

Insurance: Limit \$40. Surface parcels to St. Johns only.

Prohibitions: Letters except one for the addressee; arms, except under licence from the Government, drugs, except under licence, perishable biological substances, radio-active material.

Restrictions apply to the importation of plants; nuts; vegetables; fruits, including dried, canned or crystallized fruits.

ARGENTINA**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter post and in small packets—up to \$100 green label written in Spanish or French and English required; thereafter top green label and 2 forms C2/CP3.

Green Label Service: Packets bearing a green label must also bear a manuscript indication that the green customs label has been affixed.

Items of value (e.g. coins, currency notes, gold etc.) are not admitted in registered letters.

Insurance: No Service.

Prohibitions: Books are not admitted in registered letters, printed matter and illustrations of a Communist nature, charged butane gas lighters and refills, chemical products, currency notes and securities payable to bearer, coins, foreign lottery tickets, jewellery, pearls, precious stones and imitation precious stones and valuables; except in insured letters; packets of pictorial postcards by printed papers post; tobacco, except in small quantities sent as gifts. See also under Parcel Post.

Restrictions: Drugs; plants and seeds.

Invoice: Three copies of a commercial invoice bearing details of the date of posting, and, where applicable, the registration number, should be prepared for every packet of a commercial nature. The three copies should be forwarded directly to the addressee.

Parcel Post

Surface
Air:

} See Schedule of Overseas Surface and Air Parcel Post Rates.
No Service.

Customs declarations: 2 forms C2/CP3 and 2 despatch notes CP2 written in Spanish or French and English.

Insurance: Limit \$200.

Overseas Post: Foreign Countries, *contd.***ARGENTINA, *contd.***

Prohibitions: Arms and ammunition, letters, books, printed matter and illustrations of a Communistic nature, charged butane gas lighters and refills, chemical products, coin, currency notes, securities payable to bearer; foreign lottery tickets, plants, narcotics (except to authorised bodies) valuables; worn clothing may be sent if accompanied by a certificate of disinfection from a competent authority and authenticated by an Argentine consular officer (parcels containing worn clothing should not be sent frequently to the same addressee).

Restrictions: Arms; drugs; plants and seeds.

Gift parcels containing any type of merchandise may be sent to private persons provided that:

- (a) the value of the contents does not exceed 5 U.S. dollars;
- (b) they are for the personal use of the addressee and not intended for resale;
- (c) not more than one parcel containing the same type of merchandise is sent each year to the same addressee.

The contents of gift parcels are subject to ordinary customs duties but are exempted from import surcharges if the value does not exceed 5 U.S. dollars. Parcels containing merchandise valued between 5 and 10 U.S. dollars may be admitted at the discretion of the Argentine Customs but most goods are subject to heavy surcharges. Gift parcels must be clearly marked "*Obsequio para persona particular*".

Invoice: Two copies of a Commercial invoice are required for:

- (a) Printed matter, books, newspapers, magazines, etc.
- (b) Non-commercial consignments up to the value of U.S. \$5.00
- (c) Samples up to the value of 550 Argentine pesos sent to any commercial firm registered with the Customs in Buenos Aires.

The invoice must include a declaration signed by the sender or his authorised representative, as follows:—

"I declare on oath that all the information given in this invoice is true and that the prices indicated are those that have been really paid (or will have to be paid). I declare also that no arrangements have been made that would make possible any alterations in these prices".

Packing: Insured parcels should be packed in outer covers of canvas or similar material. Each article of celluloid or roll of film must be packed separately.

Delivery: Parcels are not delivered to the place of address. Addressees normally have to collect them from the nearest Custom depot but may arrange for collection from the Post Office of destination. A charge for handling is levied at the time the parcels are handed over.

ASCENSION**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates

Dutiable articles may be sent by letter post and in small packets—up to \$100 green label required, thereafter top green label and form C2/CP3.

Insurance: No Service.

Overseas Post: Foreign Countries, *contd.***ASCENSION, *contd.*****Parcel Post**

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates
Air: No Service.		

Customs declaration: 1 Yellow form CP3*Insurance:* Limit \$100*Prohibitions:* Letters, except one for the addressee.**AUSTRALIA****Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packets post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Small packets must not exceed (1 lb) in weight.

Insurance: No Service.*Prohibitions:* Bank notes and items of high value, Blank invoice forms; unobliterated postage stamps exceeding 50c in value, except in registered letters; tobacco, cigars, cigarettes and snuff, except genuine samples or for the private use of the addressee; ammunitions and cartridges of all kinds, drugs.*Restrictions* apply to the importation of : Bees; plants and parts of plants, including fruit.*Import Licences:* See under Parcel Post.*Customs duty:* Advertising matter is subject to customs duty.*Address:* If the postcode is known it should be written to the right hand side of the name of the country.**Parcel Post**

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates
Air		

Customs declarations: 1 Yellow form CP3.*Insurance:* Limit \$110.*Prohibitions:* Letters, blank invoice forms, coins, bank notes, jewellery, platinum, gold or silver (manufactured or not), confectionery containing spirits; tobacco, cigars, cigarettes and snuff except genuine samples or for the private use of addressee, ammunitions and cartridges of all kinds, hides and skins.*Restrictions:* Arms, bees; plants and parts of plants including fruit and bulbs; tinned meat; vaccines, serums and viruses.*Import Licences:* Import licences are required for certain goods but not for gifts, personal effects, *bona fide* trade samples, trade catalogues and so on. These should be obtained in advance by addressees.*Insurance* does not cover damage to parcels containing fragile articles (for example, glassware, gramophone records and so on), liquids, semi-liquids, or perishable articles.

Overseas Post: Foreign Countries, *contd.***AUSTRALIA, *contd.***

Compensation is not payable for uninsured parcels which are lost, stolen or damaged in the Australian Service.

Customs duty: Advertising matter (catalogues, price-lists, circulars and so on, and loose advertisements inserted in magazines) is subject to customs duty on importation into Australia.

Delivery: Parcels on which customs and other charges are payable are not delivered to the addressee but must be collected from the Post Office.

Gift Parcels: There are no duty concessions for gift parcels. The customs declaration form should, however, be clearly marked "UNSOLICITED GIFT".

Address: See under Letter Post.

AUSTRIA**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in German or French and English required; thereafter top green label and form C2/CP3.

Insurance; No Service.

Prohibitions: Narcotics. See also under Parcel Post.

Restrictions: See under Parcel Post.

Gifts for private persons sent by letter post are subject to the same conditions as gifts sent by parcel post.

Packing and marking: See under Parcel Post.

Parcel Post

Surface	}	See Schedule of Oversea Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 prepared in German or French and English. Parcels accompanied by customs declarations which are not fully completed in accordance with Austrian requirements are subject to delay.

Customs declarations should be accompanied by invoices (two copies) and any other necessary documents. Certificates of origin or import permits are required for certain types of goods.

In all cases the sender should ascertain the necessary documents which are required before the parcel is despatched.

Insurance: No Service.

Prohibitions: Letters, those books and other printed items which are prohibited in Austria, narcotics, chain letters, lottery tickets.

Restrictions: Animal products; arms and ammunition; Austrian bank notes, bulbs, butane gas, fruits, potatoes, plants and parts of plants, foreign postage stamps, medicines, narcotics, precious metals, radio-active substances, radio apparatus and so on; salt, spirits, tobacco and its products.

Overseas Post: Foreign Countries, *contd.***AUSTRIA, *contd.***

Packing and marking: Packets containing articles of celluloid must bear a white label with the words **CELLULOID—KEEP AWAY FROM FIRE** in bold black letters.

AZORES**Letter Post**

Surface
Air Mail

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See Schedules of Letter Rates.

Dutiable articles may be sent by letter post—up to \$100 green label written in Portuguese or French and English required; thereafter top green label and form C2/CP3.

Insurance: Limit \$800.

Prohibitions: Butane gas lighters and refills, coin; gold; jewellery; platinum precious stones, silver, tobacco; foreign lottery tickets, narcotics.

Restrictions: Medicines and plants.

Parcel Post

Surface: See Schedule of Oversea Surface Parcel Post Rates.
Air: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in Portuguese or French and English.

Insurance: Limit \$230.

Prohibitions: Letters; tobacco; unobliterated postage and other stamps, bonds and orders payable to bearer, except in insured parcels; butane gas lighters and refills.

Restrictions: Arms; medicines; plants; saccharin and similar substances.

Invoice: An invoice certified by a Portuguese consul is required in respect of each consignment of goods over 550 escudos in value. The invoice should be securely attached to the despatch note and customs declaration; it must not be enclosed in the parcel.

Packing: Celluloid (seasoned) films and other articles made of celluloid must be packed in soldered tin boxes enclosed in strong wooden boxes.

Delivery: Parcels are not delivered.

BAHAMAS**Letter Post**

Surface
Air Mail

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}

See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3. The c.i.f. value (i.e. including insurance and postage) must be declared followed by the letters "C.I.F".

Insurance: No Service.

Restrictions: Drugs, firearms except under licence issued by the Government.

Overseas Post: Foreign Countries, *contd.***BAHAMAS, *contd.*****Parcel Post**

Surface } See Schedule of Oversea Surface and Air Parcel Post Rates.
Air }

Customs declarations: 1 Yellow form CP3. The c.i.f. value (i.e. including insurance and postage) must be declared followed by the letters "C.I.F."

Customs duty: Duty on imports into the Bahamas is levied on the c.i.f. value.

Insurance: No Service.

Prohibitions: Letters, except one for the addressee; drugs, except under licence issued by the Government.

Compensation is not payable for ordinary parcels which are lost, stolen or damaged in the Bahamian Service.

BAHRAIN—State of**Letter Post**

Surface } See Schedules of Letter Rates.
Air Mail }

Dutiable articles may be sent by letter (except by insured letters) and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$440 by air only.

Prohibitions: Arms and ammunition (or parts thereof); charged butane gas lighters and refills (uncharged lighters are admitted); cultured, imitation, artificial and bleached pearls.

Restrictions: Alcoholic drinks; drugs.

Address: The correct postal address is STATE OF BAHRAIN. No other description is required.

Parcel Post

Surface } See Schedule of overseas Surface and Air Parcel Post Rates.
Air }

Customs declarations: 1 Yellow Form CP3.

Insurance: Limit \$440.

Prohibitions: Letters, except one for the addressee; arms and ammunition (or parts thereof); charged butane gas lighters and refills (uncharged lighters are admitted); cultured, imitation, artificial and bleached pearls.

Restrictions: Alcoholic drinks; drugs.

Certificate of origin: All parcels containing commercial goods should be accompanied by a certified invoice stating the origin of the goods.

Overseas Post: Foreign Countries, *contd.***BAHRAIN, *contd.***

Packing: Parcels should be very strongly packed.

Address: See under Letter Post.

Delivery: Parcels are not delivered.

Compensation is not payable for damage to uninsured parcels containing porcelain, glassware and other exceptionally fragile articles.

BALEARIC ISLANDS**Letter Post**

Surface } See Schedules of Letter Rates.
Air Mail }

Dutiable articles: may be sent by letter and small packet post—up to \$100 green label written in Spanish or French and English required; thereafter top green label and form C2/CP3.

Insurance: Limit \$110.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); cotton seed, playing cards; Spanish bank-notes; tobacco, lottery tickets.

Restrictions apply to the importation of coins, bank-notes, jewellery and precious stones; pharmaceutical preparations; plants and parts of plants; radioactive matter; worn clothing must be accompanied by a certificate of disinfection issued by a Medical Officer of Health of the country of origin.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.
Air: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in Spanish or French and English. Customs declarations must bear Post Office serial number of the parcel.

Insurance: No Service.

Prohibitions: Letters; charged butane gas lighters and refills (uncharged lighters are admitted and should be declared as such on the customs declaration form); military weapons and air guns; playing cards; potatoes; rosaries; relics and similar articles; Spanish bank-notes; tobacco:

Restrictions: Animal products, films and celluloid, jewellery, precious metals and precious stones; pharmaceutical preparations; plants and parts of plants.

Overseas Post: Foreign Countries, *contd.*

BALEARIC ISLAND, *contd.*

Address: The address on the parcel and despatch note CP2 must include the name of one of the following places:

Alaro	Cartuja de	Mercadal	San Juan
Alayor	Valldemosa	Montuiri	San Luis
Alcudia	Ciudadela	Muro	Santa Eulalia
Andraitx	Felanitx	Palma de Mallorca	Del Rio
Arta	Ferrerias	Paquera	Santa Margarita
Benisalem	Ibiza	Petra	Santa Maria
Bunola	Inca	Pollensa	Santany
Cala Mayor	I.a Puebla	Porreras	Sineu
Calvia	Lloseta	Puerto Andraitx	Soller
Campanet	Lluchmayor	Puerto de	Son Servera
Campos del puerto	Mahon	Pollensa	Villacarios
Capdepera	Manacor	San Antonio	Valldemosa
		Abad	
		San Francisco	
		Javier	

BANGLADESH—Peoples Republic of (Formerly East Pakistan)

Letter Post

Surface } See Schedules of Letter Rates.
Air Mail }

Dutiable articles: may be sent by small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3. Items subject to customs duty are not accepted in ordinary, registered or insured letters. Serums, vaccines and urgently required medicaments are admitted in all cases. Additionally, items of value (e.g. coins, currency notes, gold, etc.) are not admitted in registered letters.

Insurance: Limit \$400. See note below.

Prohibitions: Celluloid and articles wholly or partly made of celluloid, such as photograph film, non-inflammable cinematograph films are however, admitted by letter post provided that the packet bears a label clearly marked in red characters "This contains non-inflammable films only"; charged butane gas lighters and refills; literature relating to and tickets for lotteries. Packets of picture postcards are prohibited from importation by printed papers post. Account and manuscript books, advertising matter (with the exception of trade catalogues and circulars) almanacs, cards in general, labels, photographs, picture books, printed forms and works of art are prohibited from importation by printed papers post when sent as merchandise.

Restrictions: Drugs, plants and parts of plants, silver bullion and silver sheets and plates; bank-notes, coin and currency notes.

Address: Registered and insured packets addressed to post-box numbers only, that is, without the actual address of the addressee, are inadmissible.

Parcel Post

Surface } See Schedule of Overseas Surface Parcel Post Rates.
Air }

* *Insurance:* Limit \$420.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2. A separate set for each parcel.

Overseas Post: Foreign Countries, *contd.***BANGLADESH** (Peoples Republic of)

Prohibitions: Letters, except one for the addressee; coffee plants, seeds or beans (except roasted beans); cotton and woollen piece-goods such as are ordinarily sold by length or by the piece, imported for trade purposes and not stamped to indicate the length in yards or fractions thereof; arms and parts thereof, amunitions; military material and appliances for discharging gas, unless imported by or on behalf of the Government of Bangladesh; bronze or copper coins, coffee plants, seeds and beans except roasted beans); charged butane gas lighters and refills; labels or woven goods bearing designs in imitation of paper money; quinine coloured pink; sulphur, literature relating to and tickets for lotteries.

Restrictions: Potatoes and seeds, gold and silver bullion and silver sheets and plates; plants and parts of plants; wireless transmitting apparatus,

A licence, to be obtained by the addressee in advance, is required for importation into Bangladesh by post of almost all goods.

Gift parcels: Imported licences are not required for gift parcels of books, magazines, journals and medicines, or for gift parcels for foreign nationals of other goods excluding textiles (not made-up garments), imitation jewellery, watches and watchbands, fountain pens, cameras and radio sets, up to a value of 300 Taka a year.

Address: The name of the province in which the place of address is situated should be included in the address.

Parcels addressed to post-box numbers only, that is without the actual address of the addressee, are inadmissible.

Customs duty and Sales Tax on the duty paid is levied on all imports into Bangladesh but the duty is not collected on postal items upon which the amount payable would not exceed 2.50 Taka.

Duplicate documents: Senders of commercial parcels should forward by air mail directly to the addressee in Bangladesh, duplicates of all necessary documents, for example, (1) clear customs declaration, (2) certificate of origin and (3) invoice showing, separately, the value of each item enclosed in the parcel. The receipt of these duplicate documents in Bangladesh prior to the arrival of the parcels will facilitate customs clearance.

Compensation is not payable for damage to porcelain, glassware and other exceptionally fragile articles.

BARBADOS**Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$120.

Prohibitions: See under Parcel Post.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Overseas Post: Foreign Countries, *contd.***BARBADOS, *contd.***

Customs declarations: 1 Yellow form CP3.

Insurance: Limit \$120

Prohibitions: Letters, butane gas lighters and refills, arms (other than sporting guns) except under permit; celluloid; cotton seed; drugs, except under permit.

Compensation is not payable for uninsured parcels lost, stolen or damaged in the Barbadian Service.

BELGIUM**Letter Post**

Surface Air Mail	}	See Schedules of Letter Rates
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Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French or Flemish and English required; thereafter top green label and form C2/CP3.

Insurance: Limit \$800

Customs duty: Printed matter and books are not liable to customs duty but a green customs label must be attached to such packets.

Prohibitions: Butane gas lighters and refills; radio-active substances.

Address: If the relative postcode is known it should be included in the address.

Parcel Post

Surface Air	}	See Schedule of Overseas Surface and Air Parcel Post Rates
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Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 in French or Flemish and English.

Insurance: Limit \$230

Prohibitions: Letters; absinthe; coin of bronze, copper or nickel not legal tender in Belgium, except obsolete coins for collections, contraceptives, butane gas lighters and refills, radio-active substances.

Restrictions: Arms; foodstuffs; fresh fruit; plants and narcotics. The importation of many articles is also subject to the production of a permit which must be obtained by the addressee in advance.

Marking: All parcels containing articles of celluloid must be marked inflammable.

Delivery: Parcels are delivered in most areas and a delivery fee is charged. Where they are not delivered an advice of arrival is sent to the addressees. If it is intended that a parcel is to be called for it should be addressed "*En Gare*" and not "*Poste Restantae*".

Gift Parcels: Customs charges are payable on gift parcels which should be marked "*UNSOLICITED GIFT*".

Overseas Post: Foreign Countries, *contd.***BELIZE** (formerly British Honduras)**Letter Post**

Surface	} See Schedules of Letter Rates
Air Mail	

Dutiable articles may be sent by registered letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$800

Prohibitions: Drugs, except under permit, gold, jewellery, perishable biological substances, platinum, precious stones, silver, packets of pictorial postcards by printed papers post. Items of value (e.g. coins, currency notes, gold etc.) are not admitted in registered letters.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Customs declarations: 1 Yellow form CP3

Insurance: Limit \$40

Prohibitions: drugs, except under permit, arms, except smooth bore shotguns and airguns; coin or bullion unless for purposes of ornament; saccharin and similar substances; tobacco packed with other goods or sweetened with leaves of other plants; radio-active substances.

BENIN—Peoples Republic of—See Dahomey

BERMUDA**Letter Post**

Surface	} See Schedules of Letter Rates
Air Mail	

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$800 by air mail only.

Prohibitions: Arms, butane gas lighters and refills, drugs except under licence, radio-active substances.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Customs declarations: 1 Yellow form CP3.

Insurance: Limit \$800: by air parcel post only.

Prohibitions: Ammunition, letters, butane gas lighters and refills, drugs except under licence, radio-active substances.

Restrictions: Plants.

Compensation is not payable for parcels which are routed through the postal Service of the United States of America if damage or loss occurs in that Service.

Overseas Post: Foreign Countries *contd.***BHUTAN****Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by registered letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Items of value (e.g. coins, currency notes, gold etc.) are not admitted in registered letters.

For all other Services: As for India

Parcel Post: No Service.

BOLIVIA**Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by small packet post—up to \$100 green label required; thereafter top green label and form CP2.

Small packets must not exceed 1 lb in weight.

Items of value (e.g. coins, currency notes, gold etc.) are not admitted in registered letters.

Insurance: No Service.

Prohibitions: Arms, alcohol, gold or silver coins, currency notes, flower and vegetable seeds.

Restrictions: Pharmaceuticals, plants, seeds and spirits.

Parcel Post

Surface	See Oversea surface and Air Parcel Post Rates.
Air	No Service

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2. The customs declaration forms must show the weight of the parcels in grammes.

Insurance: No Service.

Prohibitions: Ammunition, alcohol, letters; cigarette lighters; cigarette papers tobacco; coin of nickel or silver; flower and vegetable seeds; jewels and precious objects; worn clothing unless accompanied by a certificate of disinfection from a competent authority and authenticated by a Bolivian Consular Officer.

Restrictions: Arms, pharmaceuticals, plants, seeds and spirits.

Invoice: A Bolivian Consular invoice is required for each parcel or consignment of parcels. It may be sent separately or enclosed in a parcel. If enclosed in a parcel, the customs declaration must be noted "Consular Invoice Enclosed".

Commercial invoices signed by a Bolivian Consul are also required for parcels exceeding \$100 (U.S.) in value.

Gift parcels are subject to import duties.

Compensation is not payable for ordinary parcels lost, stolen or damaged in the Bolivian Service.

Overseas Post: Foreign Countries, *contd.***BOTSWANA****Letter Post**

Surface
Air Mail

} See Schedules of Overseas Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form CP2.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); honey and used beekeeping appliances, diamonds and precious metals (except in registered letters).

Restrictions apply to the importation of Arms, bees, leeches and silkworms, parasites and destroyers of noxious insects intended for the control of these insects exchanged between officially recognized institutions; cheese, cigarettes, drugs, offensive weapons of every kind and articles bearing a resemblance or capable of conversion to a weapon, including pocket knives and toy pistols, plants and seeds, serums, and vaccines, spirits, yeast.

Import Licences are required for many classes of goods and the sender is advised to ascertain whether the Licence has been obtained by the addressee.

Customs duty may be charged on advertising matter.

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 1 Yellow form CP3.

Insurance: No Service.

Prohibitions: Letters, bullion, charged butane gas lighters and refills (uncharged lighters are admitted); coin, honey and used bee-keeping appliances, oilskins and similar oiled goods; precious stones except in registered letters.

Restrictions: Arms and ammunitions of every kind and articles bearing a resemblance or capable of conversion to a weapon including pocket knives and toy pistols, bees, leeches, silkworms, parasites and destroyers of noxious insects intended for the control of these insects and exchanged between officially recognized institutions; cheese, cigarettes and manufactured leaf tobacco, drugs, military uniforms and equipment, plants and seeds, serum, vaccine and similar preparations, spirits, worn clothing, yeast.

Invoice: The addressee must produce a certified invoice in respect of any commercial parcel and this invoice must be sent separately by the sender.

Import licences are required for many classes of goods and the sender is advised to ascertain that the licence has been obtained by the addressee. A licence is not required for a *bona fide* Gift parcel which does not exceed J\$10 in value, or 11 lb in weight.

Wharfage dues may be levied on parcels at the time of delivery.

Delivery: Parcels are not delivered.

Compensation is not payable for ordinary parcels lost, stolen or damaged in the Botswana Service.

Overseas Post: Foreign Countries, *contd.***BRAZIL****Letter Post**

Surface }
Air Mail } See Schedules of Letter Rates.

Dutiable articles may be sent by registered and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3 to be written in Portuguese, Spanish or French and English. Items subject to customs duty are not accepted in ordinary and registered letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Items of value (e.g. coins, currency notes gold etc.) are not admitted in registered letters.

Insurance: No Service.

Prohibitions: Bank notes, currency notes or securities of any kind payable to bearer; butane gas lighters and refills, primary educational books not written in Portuguese, coins, jewellery, articles of gold, silver, platinum or other precious metals manufactured or not, narcotics, lottery tickets, precious stones; postage stamps except in registered letters, salted or smoked meat, bones and other foodstuffs of animal origin.

Restrictions: apply to the importation of: Medicines, plants, including bulbs and seeds.

Parcel Post

Surface See Schedule of Overseas Surface and Air Parcel Post Rates.
Air: No Service.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 written in Portuguese, Spanish or French and English.

Insurance: No Service.

Prohibitions: Letters, Abortifacients, lottery tickets, narcotics arms, butane gas lighters, coins, jewellery, precious stones and other precious objects; cotton seed and unginned cotton; raw cotton and cotton waste unless accompanied by a certificate of disinfection from a competent authority; postage stamps; primary educational books not written in Portuguese, salted or smoked meat, bones and other foodstuffs of animal origin.

Restrictions: Alcoholic liquors; articles of gold, silver, platinum or other precious metals; bees; chemicals and medicines; foodstuffs; plants, including bulbs and seeds; saccharin and similar substances.

Import licences are required for all classes of goods and must be obtained in advance by the addressee.

Parcels without import licences are liable to a fine equal to 100 percent of c.i.f. value of the goods.

Address: *Poste Restante* may not be used as an address.

Invoice: 4 copies of a consular invoice are required for every commercial parcel or consignment of parcels of which the value exceeds the equivalent of 25 U.S. dollars, posted at the same time to one addressee.

Sealing: Parcels should be sealed with a distinctive device.

Overseas Post: Foreign Countries, *contd.***Brazil, *contd.***

Delivery: Parcels are not delivered. Customs dues are collected from the addressees.

BRITISH INDIAN OCEAN TERRITORY (CHAGOS, ARCHIPELAGO)**Letter Post**

Surface: See Schedules of Letter Rates.
Air Mail: No Service

Dutiable articles may be sent by small packet post-up to \$100 green label required; thereafter top green label and form C2/CP3. There is no registration service.

Prohibitions }
Restrictions } See Under Parcel Post.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.
Air Mail: No Service

Customs declarations: 1 Yellow form CP3.

Insurance: No Service.

Prohibitions: Narcotics, bees, silkworms, worn clothing.

Restrictions: Plants.

Frequency of Service: Approximately 3 times per year.

BRUNEI**Letter Post**

Surface }
Air Mail } See Schedules of letter Rates.

Dutiable articles may be sent by letter and small packet post-up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$120: Surface only.

Prohibitions: Charged butane gas lighters and refills, drugs and similar substances unless the addressee has obtained an import licence. Restrictions apply to the importation of plants.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.
Air: No Service.

Customs declaration: 1 Yellow form CP3.

Insurance: Limit \$120.

Prohibitions: Charged butane gas lighters and refills, drugs and similar substances unless the addressee has obtained an import licence.

Restrictions: Plants and firearms.

Overseas Post: Foreign Countries, *contd.***Brunei, *contd.***

Invoice: A certified invoice is required for all parcels other than those sent to private individuals and the parcels should be marked on the address side "Invoice enclosed". Exceptionally, where a number of parcels are posted in one batch by the same sender to the same addressee, the parcel should be numbered 1, 2, 3 etc. and the invoice should be enclosed in parcel No. 1, and the remaining parcels should be endorsed "Invoice enclosed in parcel No. 1".

BULGARIA**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles: may be sent by letter and small packet post—up to \$100 green label written in Bulgarian or French and English required; thereafter to top green label and form C2/CP3.

Items: subject to customs duty are not accepted in ordinary and registered letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Insurance: Limit \$230.

Prohibitions: Documents, printed matter, photographs, films, recordings, and music containing matter contrary to Bulgarian laws and customs; worn linen or clothing, shoes, covers or bedding from places infected by plague, cholera, small-pox or typhoid not accompanied by a certificate of disinfection from an official medical institution.

Restrictions: apply to the importation of, Bulgarian notes and currency, narcotics, plants and parts of plants, postage stamps, precious metals.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 Form C2/CP3 and 1 despatch note CP2 written in Bulgarian or French and English. In the case of a gift parcel each declaration, as well as the parcel itself, must be conspicuously marked "*Gift Parcel*".

Insurance: No Service.

Prohibitions: Documents, printed matter, photographs, films, recordings and music containing matter contrary to Bulgarian laws and customs; charged butane gas lighters and refills (uncharged lighters are admitted and should be declared as such on the customs declaration forms); saccharin, worn linen and clothing, shoes, covers or bedding from places infected by plague, cholera, small-pox or typhoid, not accompanied by a certificate of disinfection from an official medical institution.

Restrictions: Alcohol, arms; Bulgarian notes and currency; preserves; narcotics; plants and parts of plants; postage stamps.

Gift Parcels: Gift parcels may be sent only by private persons and not by commercial undertakings. import licences are not required for parcels containing limited quantities of essential relief items for the use of the addressee. Worn clothing and linen will only be admitted if accompanied by a certificate of disinfection issued by a competent authority such as a Medical Officer of Health or a Sanitary Inspector.

Overseas Post: Foreign Countries, *contd.***Bulgaria, *contd.***

Invoice: An invoice, or copy, must be enclosed in the parcel.

Compensation: is not payable for damage to parcels containing liquids, fragile articles or perishable goods.

BURMA (Socialist Republic of the Union of)**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles: may be sent by letter and small packet post-up to \$100 green label required; thereafter top green label and form C2/CP3. Small packets must not exceed 1 lb in weight.

Insurance: Limit \$400. Rangoon only.

Prohibitions: Drugs and similar substances.

Restrictions: Hypodermic Syringes and needles.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2.

Insurance: Limit \$400. Rangoon only.

Prohibitions: Letters, arms and parts thereof (including imitation and toy pistols and revolvers), sulphur, unless imported by or on behalf of the Government of Burma; celluloid and articles made wholly or partly of celluloid, such as cinematograph and photographic films, unless packed in a strong wooden box bearing a label CELLULOID in plain letters; drugs and similar substances; labels or woven goods bearing designs in imitation of paper money, plants, unless accompanied by a certificate in the form prescribed by the authorities;

Restrictions: Hypodermic syringes and needles; potatoes;

Address: Parcels addressed to post box numbers only, that is, without the actual address of the addressee, are not admitted.

Duplicate documents: To facilitate customs clearance a duplicate copy of the invoice showing the country of origin must be attached to the despatch papers.

BURUNDI**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles, may be sent by letter (except insured letters) and small packet post-up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Bearer bills and so on exceeding 5 francs in value except in registered letters; coin, gold, jewellery, platinum, precious stones, silver, currency notes.

Overseas Post: Foreign Countries, *contd.***Burundi, *contd.***

Compensation may not be paid for registered items by the Burundi Post Office.

Parcel Post

Surface Air	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
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Insurance: No Service.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 written in French and English.

Prohibitions: Letters, bearer bills and so on over 5 francs in value, drugs.

Restrictions: Arms, saccharin and similar products.

Import licences may be required for some classes of goods.

Invoice: An invoice may be required for each commercial parcel or consignment of commercial parcels for the same addressee, and senders should ascertain the requirement before parcels are posted. Compensation may not be paid.

Delivery: Parcels are not delivered.

BYELORUSSIA (See Union of Soviet Socialist Republics)**CAMBODIA (See Kampuchea Democratic****CAMEROON (UNITED REPUBLIC OF)****Letter Post**

Surface Air Mail	}	See Schedules of Letter Rates.
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Postable articles may be sent by letter and small packet post—up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Bank-notes, currency notes, documents payable to bearer, except in registered letters; charged butane gas lighters and refills (uncharged lighters are admitted); coin, gold, jewellery, platinum, precious stones, silver, second hand clothing except to Leper Hospitals and then with the permission of the Minister of Finance, United Republic of Cameroon.

Restrictions: See under Parcel Post.

Parcel Post

Surface Air	}	See Schedules of Overseas Surface and Air Parcel Post Rates.
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Insurance No Service.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 written in French and English.

Prohibitions: Letters, arms, except under permit, radio-active materials, second hand clothing except to Leper Hospitals and then with the permission of the Minister of Finance, United Republic of Cameroon.

Overseas Post: Foreign Countries, *contd.***Cameroon, (United Republic of) *contd.***

Restrictions: The importation of all goods is subject to an import licence.

Delivery: Parcels are not delivered. Charges are collected from the addressees except at Douala.

Compensation is not payable for damage to parcels containing fragile articles.

CANADA**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Small packets must not exceed 1 lb in weight.

Insurance: No Service.

Prohibitions: Arms, bees, bees wax; butane gas lighters and refills; contraceptives; butter substitutes processed; butter and margarine made from vegetable oil; radio-active materials; intoxicating liquors: Lottery tickets, narcotics, drugs.

Restrictions: Serums, plants.

Gifts: See under Parcel Post.

Parcel Post

Surface	}	See Schedules of Overseas Surface and Air Parcel Post Rates.
Air		

Insurance: Limit \$175. See Insurance below.

Customs declarations: 1 Yellow form CP3. One customs declaration may be used for any number of ordinary parcels posted simultaneously from one sender to one addressee. The total number and the total value of the parcels forming a consignment should be shown on the customs declaration. In addition the sender should number the parcels consecutively and should indicate on each parcel the number of parcels forming the consignment.

For instance if the consignment consists of three parcels, the parcels should be numbered 1/3, 2/2 and 3/3 respectively.

Advice of Delivery: There is no advice of Delivery Service.

Prohibitions: Adulterated tea, arms, munitions and so on except under permit (this permit is not required for guns used for sport including converted Military rifles); letters, coin, bank-notes, currency notes or securities of any kind payable to bearer, platinum, gold or silver (manufactured or not), precious stones, jewellery and other valuable articles, bees, bees wax; butane gas lighters and refills; butter substitutes, processed butter and margarine made from vegetable oil; contraceptives, radio-active materials; goods packed in hay, straw or other fodder; intoxicating liquors, except samples addressed to, or in the care of, a Government Liquor commission; lottery tickets and football pool coupons; meat in any form; plumage, skins or other parts of wild birds, metallic trading checks in circular form, postage stamps in insured parcels.

Restrictions: Drugs and medicines, Potatoes and nursery stock. Articles made wholly or partly of celluloid may not be sent in bulk; liquids and oils.

Overseas Post: Foreign Countries, *contd.***Canada, *contd.***

Invoice: Certified invoices in triplicate in the form prescribed by the Canadian customs authorities must be submitted to those authorities by the addressee for parcels containing merchandise. These invoices must be forwarded by the sender separately from the parcels.

Insurance: Insurance does not cover loss of bank-notes, bullion or coin, loss or damage of postage stamps, jewellery or articles of personal use partly composed of precious metal. The following articles may be insured against loss only: glass, crockery, or gramophone records, plastic articles unless pliable, cameras, radios, spectacles, items made of plaster of paris, soapstone carvings, typewriters, or other articles of a fragile nature; greases, liquids or semi-liquids.

Gifts: Individual gift parcels not exceeding ten Canadian dollars in value are admitted free of duty provided they are not forwarded direct from stores, and do not bear the name of a store. Advertising matter, tobacco and alcoholic beverages must not be included in gift parcels. Each parcel should bear the words "*Unsolicited Gift.*"

Compensation is not payable for uninsured parcels.

CANAL ZONE (PANAMA) (United States Territory).**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post-up to \$100 green label required, thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Contraceptives; gold coin or bullion exceeding 50 U.S. dollars in value, alcoholic beverages, lottery tickets, chain letters.

Restrictions: Cigarettes and cigars, drugs, plants and parts of plants; radio-active substances and articles containing such substances.

Origin: Every article (except books imported by or for the account of any public library association) capable of being stamped, branded or labelled at the time of its manufacture, without suffering damage, must be conspicuously stamped in English with the name of the country of origin.

Invoice: An Invoice must be enclosed in all packets containing either merchandise or books for sale; and a statement (giving accurate particulars of contents and value) in all packets containing merchandise or books not sent in execution of an order or not for sale. Each packet should be marked on the address side "Invoice Enclosed".

Overseas Post: Foreign Countries, contd.**CUSTOMS DUTY**

A charge is made for customs clearance and, in addition, a delivery fee for Small Packets is collected from the addressee.

Parcel Post

Surface	}	See Schedules of Overseas Surface and Air Parcel Post Rates.
Air		

Insurance: No Service.

If more than one parcel is sent at one time to one addressee, the sender should number the parcels consecutively and should indicate on each parcel the number of parcels forming the consignment. For instance, if the consignment consists of three parcels, the parcels should be numbered 1/1, 2/3 and 3/3 respectively. One customs declaration may be used. The total number of parcels in the consignment must be shown on the customs declaration.

Prohibitions: Letters, bees, contraceptives; cotton seed, cotton and cotton seed products (except cotton seed oil, unmanufactured cotton and cotton waste; see Restrictions below); feathers and skins of wild birds (except ostrich feathers) unless for educational or scientific purposes; fresh fruit; gold coin or bullion 50 U.S. dollars in value; intoxicating liquors; potatoes, lottery tickets, gold coins or gold in any form.

Restrictions: Arms, bulbs; cereals; cigars and cigarettes; cotton seed oil, cotton waste and unmanufactured cotton plants and parts of plants; drugs, radio-active substances and articles containing radio-active substances; viruses, serums and toxins.

Invoice: Each article containing an invoice shall be marked on the address-side "Invoice Enclosed". If the invoice cannot conveniently be enclosed within a sealed article, it may be securely attached to the article. Failure to comply with any of the requirements set forth above will result in delay in the clearance of mail shipments through the United States Customs.

Origin: Certain articles of foreign origin imported into the United States must have the name of the country of manufacture indelibly and conspicuously stamped, cut, engraved or die-sunk on an exposed part thereof. This marking may, if necessary, be applied after importation.

CANARY ISLANDS**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in Spanish or French and English required; thereafter top green label and form C2/CP3.

Overseas Post: Foreign Countries, *contd.*

Insurance: Limit \$800

Prohibitions: Cotton seed, lottery tickets, narcotics, Spanish bank-notes.

Restrictions: Jewels and precious stones; pharmaceutical preparations for commercial purposes; plants, serums and vaccines, used clothing.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.

Air: No Service.

Insurance: No Service.

Customs declarations: form C2/CP3 and 1 despatch note CP2. Customs declarations must bear the Post Office serial number of the parcel.

Prohibitions: Letters, military weapons and air-guns, playing cards, potatoes; rosaries, relics and similar articles; Spanish bank-notes, films and celluloid, used clothing.

Restrictions: Jewels and precious stones; precious metals, pharmaceutical preparations for commercial purposes; plants.

Packing and marking: Parcels containing films or celluloid, manufactured or not, must bear a label clearly marked "*celluloid*".

Delivery: Parcels are not delivered.

CAPE VERDE REPUBLIC OF—**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French or Portuguese and English required; thereafter top green label and form C2/CP3.

Insurance: Limit \$800. Principal towns only.

Prohibitions: Bank-notes, currency notes and documents payable to bearer, except in insured letters; butane gas lighters and refills, coin, gold, jewellery, platinum, precious stones, silver.

Address: The words "*Cape Verde Islands*" should appear in full in the address of correspondence.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.

Air: No Service.

Overseas Post: Foreign Countries, *contd.*CAPE VERDE REPUBLIC OF, *contd.*

Customs declarations: 1 C2/CP3 and 1 despatch note CP2 written in Portuguese or French and English.

Insurance: Limit \$230. (St. Vincent and Praia Island of Santiago only).

Prohibitions: Letters; arms, except under permit; butane gas lighters and refills.

Sealing: Parcels should be sealed with a distinctive device.

Invoice: A commercial invoice is required in respect of each consignment of goods. These invoices should not accompany the parcels but should be sent direct to the addressee.

Address: The words "Cape Verde Islands" should appear in full in the address of parcels.

Delivery: Parcels are not delivered. Charges are collected.

CAROLINE ISLANDS

Letter Post

Surface	}	See Schedules of Letter Rates.
Air Mail		

Other Services: As for U.S.A.

Parcel Post

Surface	See Schedules of Overseas Surface and Air Parcel Post Rates.
Air:	No Service;

Customs declarations: 1 Yellow form CP3.

Other Services: As for U.S.A.

CAYMAN ISLANDS

Letter Post

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$240.

Prohibitions	}	See under Parcel Post.
Restrictions		

Parcel Post

Surface	}	See Schedules of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 Yellow form CP3.

Insurance: Limit \$240.

Prohibitions: Letters, except one for addressee; and except under licence, bees and appliances for beekeeping; cotton and parts of cotton plants.

Overseas Post: Foreign Countries, *contd.***CENTRAL AFRICAN EMPIRE****Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by small packet post—up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3. Items subject to customs duty are not accepted in ordinary and registered letters.

Scrums, vaccines and urgently required medicaments are admitted in all cases.

Insurance: No Service.

Prohibitions: Bank-notes, currency notes, documents payable to bearer; charged butane gas lighters and refills (uncharged lighters are admitted); coin, gold, jewellery, platinum, precious stones, silver, plants; contraceptives; radio-active materials.

Parcel Post

Surface	}	See Schedule of Oversea Surface and Air Parcel Post Rates.
Air		

Insurance: No Service.

Customs declarations: 4 forms C2/CP3 and 1 despatch note CP2 written in French and English.

Prohibitions: Letters; arms, except sporting guns admitted under permit; charged butane gas lighters and refills (uncharged lighters are admitted and should be declared as such on the customs declaration forms); saccharin, contraceptives, radio-active material, narcotics.

Restrictions: Living plants, roots and bulbs, gramophone records, tobacco, liqueurs and spirits, preserved fish, shrubs; cut flowers, eggs of game birds during close season; fish and game, fresh fruit, fresh vegetables and potatoes, drugs.

Import licence: is required for the importation of all goods.

Invoices: are required for parcels containing goods valued at more than JS\$15.00.

Sealing: Parcels should be sealed with a distinctive device.

Delivery: Parcels are not delivered. Charges are collected from the addressees.

CHAD**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter, and small packet post—up to JS\$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Overseas Post: Foreign Countries, *contd.***CHAD, *contd.***

Prohibitions: Bank-notes, currency notes, documents payable to bearer, charged butane gas lighters and refills (uncharged lighters are admitted), coin gold, jewellery, platinum, precious stones, silver, plants, contraceptives, radio-active materials, narcotics.

Parcel Post

Surface	}	See Schedule of Oversea Surface and Air Parcel Post Rates.
Air		

Insurance: No Service.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 written in French and English.

Prohibitions: Letters; arms, except sporting guns admitted under permit; charged butane gas lighters and refills (uncharged lighters are admitted and should be declared as such on the customs declaration forms); saccharin; contraceptives, radio-active materials.

Restrictions: Living plants, roots and bulbs, gramophone records, liqueurs and spirits, preserved fish, shrubs, tobacco, cut flowers, eggs of game birds during close season, fish and game birds, fresh fruit; fresh vegetables and potatoes, drugs including seed potatoes.

Import licence is required for the importation of all goods.

Sealing: Parcels should be sealed with a distinctive device.

Delivery: Parcels are not delivered. Charges are collected from the addressees.

Invoices are required for parcels containing goods valued at more than JS15.

CHILE**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French or Spanish and English required; thereafter top green label and form C2/CP3. Items subject to customs duty are not accepted in ordinary and registered letters.

Serums, vaccines and urgently required medicaments are admitted in all cases.

Small packets must not exceed 1 lb in weight.

Items of value (coins, currency notes, gold etc.) are not admitted in registered letters.

Insurance: No Service.

Prohibitions: Bank-notes, currency notes and documents payable to bearer, coin, platinum or silver, manufactured or not, gold, jewellery, precious stones.

The importation of certain classes of goods is prohibited.

Restrictions: Pharmaceutical products.

Import Licences: Import licences are not required but heavy surcharges are payable on many goods.

Overseas Post: Foreign Countries, *contd.***CHILE, *contd.*****Parcel Post**

Surface Air	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
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Insurance: No Service.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 written in Spanish or French and English.

Prohibitions: Letters. The importation of certain classes of goods is prohibited.

Restrictions: Arms, except sporting weapons; pharmaceutical products; saccharin.

Import Licences: Import licences are not required but heavy surcharges are payable on many goods.

Invoice: A commercial invoice containing a declaration of origin of the goods must accompany every commercial parcel or consignment of parcels posted at the same time by one sender to the same addressee.

Packing: Parcels should be very strongly packed, tin boxes being used for preference. Parcels packed in paper only are not accepted.

CHINA (Peoples Republic of) (for *TAIWAN* see separate entry).**Letter Post**

Surface Air Mail	}	See Schedules of Letter Rates.
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Dutiable articles may be sent by small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3. Items subject to customs duty are not accepted in ordinary, registered or insured letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Items of value (e.g. coin, currency notes, gold, etc.) are not admitted in ordinary or registered letters.

Prohibitions and Restrictions: See under Parcel Post.

Insurance: No Service.

Address: The words "*The People's Republic of China*" must be included in the address.

Parcel Post

Surface Air	}	See Schedule of Overseas Surface and Air Parcel Post Rates. No Service.
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Insurance: No Service.

Customs declarations: 3 forms C2/CP3 and 1 despatch note CP2. The net and gross weight of each article in the parcel and the net and gross weight of the whole parcel should be shown.

Overseas Post: Foreign Countries, *contd.***CHINA** (People's Republic of), *contd.*

Prohibitions: Arms; Chinese money, currency notes or other documents of value in Chinese money, except under authorization from the People's Bank of China; equipment for smoking opium and similar substances; medical goods except those of proprietary brands; narcotics for medical use except on presentation by the addressee of an import permit from the Chinese Ministry of Health; all printed matter, gramophone records, films in any way prejudicial to the Chinese Government; wrist watches, cameras, non-transparent hermetically sealed preserves, used clothing or bedding addressed to private individuals.

Restrictions: Bulbs, plants and seeds; radio sets and parts thereof, electrical apparatus operating at high frequencies, amplifiers, condensers, wool, silk, cotton, foodstuffs. The entry of many items into the People's Republic of China is forbidden.

Import licences: The importation of all commercial parcels is subject to the production of an import licence by the addressee.

Address: Delivery is facilitated if the name and address are written in Chinese as well as in English.

The words "*The People's Republic of China*" must be included in the address.

CHRISTMAS ISLAND (Indian Ocean)**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green labels required; thereafter top green label and form C2/CP3.

Small Packets: must not exceed 1 lb in weight.

Insurance: No Service.

Prohibitions: Butane gas lighters and refills; coin, platinum, gold, silver, precious stones, jewellery and other precious articles.

Restrictions: See under Parcel Post.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Insurance: No Service.

Customs declarations: 1 Yellow form CP3.

Prohibitions: Letters, arms of every kind, including sporting guns and pistols or their component parts; butane gas lighters and refills; coin, drugs and similar substances; platinum, gold, silver, precious stones, jewellery and other valuable articles, and negotiable instruments payable to bearer.

Restrictions: Intoxicating liquors (excluding beer), toy pistols, lubricating oil, gold (including raw, smelted or manufactured gold) gold bullion or coin and articles made wholly or partly of gold, diamonds and diamond-set jewellery, all of which may not be imported except under licence. The importation of certain plants and seeds is restricted.

Overseas Post: Foreign Countries, *contd.***CHRISTMAS ISLAND, (Indian Ocean), *contd.***

Packing and marking: Parcels containing non-inflammable films must bear a white label clearly marked in black with the words *Films—non-inflammable*. *Compensation* is not payable.

CHRISTMAS ISLAND (Pacific Ocean) See the Gilbert Islands.

COCOS (Keeling) ISLANDS**Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Small Packets: must not exceed 1 lb in weight.

Insurance: No Service.

Prohibitions: Blank invoice forms; tobacco, cigars, cigarettes and snuff, except genuine samples or for the private use of the addressee; unobliterated postage stamps exceeding 50c in value except in registered letters.

Restrictions: Bees, plants and parts of plants, including fruit.

Import licences: A licence, to be obtained by the addressees in advance is required for importation of all goods except those of no commercial value, household articles, gifts not exceeding \$40 in value, *bona fide* samples, trade catalogues and so on.

Customs duty: Advertising matter is subject to customs duty.

Parcel Post

Surface	} See Schedule of Surface and Air Parcel Post Rates.
Air	

Insurance: Limit \$100.

Customs declarations: 1 Yellow form CP3.

Prohibitions: Letters, blank invoice forms, confectionery containing spirits; tobacco, cigars, cigarettes and snuff, except genuine samples or for the private use of the addressee.

Restrictions: Arms; bees; plants and fruit; tinned meats; vaccines, serums and viruses.

Import licences: A licence to be obtained by the addressees in advance, is required for the importation of all goods except those of no commercial value, household articles, *bona fide* samples, trade catalogues and so on.

Insurance does not cover damage to parcels containing fragile articles (for example, glassware, gramophone records and so on) liquids, semi-liquids, or perishable articles.

Customs duty: Advertising matter is subject to customs duty.

Compensation is not payable for uninsured parcels.

Overseas Post: Foreign Countries, *contd.***COLOMBIA****Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by small packet post—up to \$100 green label (written in Spanish or French and English); required; thereafter top green label and form C2/CP3.

Small packets must not exceed 1 lb in weight.

Items subject to customs duty are not accepted in ordinary and registered letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Items of value (e.g. coins, currency notes, gold etc.) are not admitted in registered letters.

Insurance: No Service.

Prohibitions: Books and reviews of a communistic or atheistic nature.

Restrictions: Plants and seeds.

The importation of many other classes of goods into Colombia (including San Andres and Providencia) is subject to restrictions and controls.

Invoice: An invoice in quintuplicate on a form certified by a Colombian Consul is required in respect of packets containing goods over 100 pesos in value.

Parcel Post

Surface

Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: No Service.

Customs declarations and language: 2 forms C2/CP3 and 1 despatch note CP2. Declarations must show the gross weight, net weight in kilogrammes and the value not increased by costs of transmission or insurance. When one set of custom declaration forms is used for a batch of two or three (not more) parcels from the same sender to the same addressee, the required particulars, with the relative serial number of the parcel, must be shown separately for each parcel written in Spanish or French and English.

Prohibitions: Animal Products, letters, arms, parts of arms and ammunition, coin of silver, copper or nickel; Colombian postage or fiscal stamps; saccharin, except under permit; spirits and liqueurs, clocks, used clothing, coffee, cocoa, chemicals, drugs textile.

Restrictions: Boxes or packets of cigarettes and pressed tobacco; patent medicines; plants, including seeds.

The importation of many classes of goods into Columbia (including San Andres and Providencia) is controlled.

Invoice: A consular invoice, in quintuplicate, is required for commercial parcels valued at more than 100 pesos. All consular invoices must show the value of the goods in both sterling and United States dollars.

Overseas Post: Foreign Countries, *contd.***COLUMBIA, *contd.***

Parcels bearing fraudulent declarations of value or content will be confiscated.

Delivery: Parcels are not delivered to the place of address. They are subject to delay after arrival in Columbia.

COMORO STATE OF (Anjouan, Grande Comore, Mayotte and Moheli) (Indian Ocean)**Letter Post**

Surface
Air Mail } See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post-up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); coin, gold, jewellery, platinum, precious stones, silver, tobacco, cigarettes and cigars sent to private individuals.

Restrictions: See under Parcel Post.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.
Air: No Service.

Insurance: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in French and English.

Prohibitions: Letters, charged butane gas lighters and refills (uncharged lighters are admitted and should be declared as such on the customs declaration forms); saccharin, spirits, tobacco, cigarettes and cigars sent to private individuals.

Restrictions: Arms, dummies and teats, tube feeding bottles.

Sealing: Parcels should be sealed with a distinctive device.

Delivery: Parcels are not delivered. There is an additional charge for conveyance from the port of landing.

CONGO (Brazzaville) Peoples Republic of**Letter Post**

Surface
Air Mail } See Schedules of Letter Rates.

Insurance: No Service.

Dutiable articles may be sent by letter and small packet post-up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Overseas Post: Foreign Countries, *contd.***CONGO, (Brazzaville) Peoples Republic of, *contd.***

Prohibitions: Bank-notes, currency notes, documents payable to bearer; char. 1 butane gas lighters and refills (uncharged lighters are admitted); coin, gold, jewellery, platinum, precious stones, silver; plants, radio-active materials; contraceptives.

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: No Service.

Customs declarations: 4 forms C2/CP3 and 1 despatch note CP2 prepared in French and English.

Prohibitions: Letters, arms except sporting guns admitted under permit; charged butane gas lighters and refill; (uncharged lighters are admitted and should be declared as such on the customs declaration forms); saccharin; radio-active materials; contraceptives.

Restrictions: Living plants, roots and bulbs; gramophone records; liqueurs and spirits, preserved fish, shrubs, medicine, gold, silver, platinum and plated articles, cut flowers, eggs of game birds during close season; fish and game, fresh fruit, fresh vegetables and potatoes, tobacco; an import licence is required for the importation of all goods.

Sealing: Parcels should be sealed with a distinctive device.

Delivery: Parcels are not delivered. Charges are collected from the addressees except at Pointe-Noire.

COOK ISLANDS (New Zealand Island Territories)**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$100. Surface mail only.

Prohibitions: Intoxicating liquor.

Restrictions: Bulbs and plants, drugs.

Customs duty: Advertising matter is subject to customs duty.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.
Air: No Service.

Customs declarations: 1 Yellow form CP3.

Insurance: Limit \$100.

Prohibitions: Letters, intoxicating liquor.

Overseas Post: Foreign Countries, *contd.***COOKS ISLANDS, (New Zealand Island Territories), *contd.***

Restrictions: Articles bearing the Royal Arms or the New Zealand Coat of Arms; bees and bee-keeping appliances; dangerous drugs; firearms; bulbs; fruit; plants; second-hand clothing except gifts for personal use; skins; feathers or eggs of birds; toilet articles made from animal hair; veterinary biologics.

Compensation is not payable for uninsured parcels containing liquids, semi-liquids, perishable or fragile articles.

Insurance: Letters and parcels for the Tokelau (or Union) Group are accepted for insurance as far as Apia, Western Samoa only. Letters and parcels for islands other than Rarotonga and Savage (Niue) are accepted for insurance as far as Rarotonga only. Senders are advised to mark such postal packets "To be Insured as far as the Service Permits."

CORSICA

Letter Post: Same as France.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 written in French and English.

Insurance: No Service.

Prohibitions: Letters; arms (except sporting guns admitted under permit); charged butane gas lighters and refills (uncharged lighters are admitted but there should be an appropriate indication of the contents on the cover of the parcel); playing cards; saccharin.

Restrictions: Cut flowers; drugs, eggs of game birds during close season; fish and game; fresh fruit; fresh vegetables and potatoes, gramophone records;—living plants, roots and bulbs; preserved fish, plums and vegetables; shrubs, serums and vaccines and similar preparations; gold, silver, platinum and plated articles.

COSTA RICA**Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Insurance: No Service.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in Spanish and English required; thereafter top green label and form C2/CP3.

Items of value (e.g. coins, currency notes, gold, etc.) are not admitted in registered letters.

Prohibitions: Jewellery except in registered packets bearing green label, lottery tickets.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.
Air: No Service.

Overseas Post: Foreign Countries, *contd.***COSTA RICA, *contd.****Insurance:* No Service.*Customs declarations:* 2 forms C2/CP3 and 1 despatch note CP2 written in Spanish and English.*Prohibitions:* Letters, lottery tickets.**CRETE**—See Greece.**CUBA****Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Insurance: No Service.*Dutiable articles* may be sent by small packet post. (See under **PARCEL POST**: "Invoice") Up to \$100 green label written in French or Spanish and English) required; thereafter top green label and form C2/CP3.*Small packets* must not exceed 1 lb in weight.

Items subject to customs duty are not accepted in ordinary and registered letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Items of value (e.g. coins, currency notes, gold, etc.) are not admitted in registered letters.

Prohibitions: See under **PARCEL POST**.*Restrictions:* Medicines and serums.*Invoice:* See under **PARCEL POST**.**Parcel Post**

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Insurance: No Service.*Customs declarations:* 2 forms C2/CP3 and 1 despatch note CP2 written in French or Spanish and English.*Prohibitions:* Alcoholic drinks of any kind, cigarettes, recording tape, clothing (textile), electric or electronic equipment, maps, spectacles of natural glass, chewing-gum, grain and seed not authorized by the Cuban Public Health Authorities, indecent or immoral pictures, paintings, sculptures, photographs, films, etc., jewellery, games of chance, letters, medical supplies, toxic substances, oldwives remedies, photographic paper, spare parts for cars, motor-scooters and motor-cycles and any other equipment, cut tobacco, plants and vegetables, fresh or untreated; binoculars, animal produce such as fresh meat treated industrially or refrigerated, hams, sausages, bones, milk and its derivatives, etc., sent in general, hermetically sealed containers, except for pharmaceutical products which are not unethical, photographic and cinematograph films, postage stamps (except for those exchanged through the Philatelic Federation), hair-dye, earth and minerals, cigars, securities of any kind, shoes, any article the importation of which is considered prejudicial to the national interest.

Overseas Post: Foreign Countries, *contd.***CUBA, *contd.***

Restrictions apply to the importation of: Arms, chemicals; fruit, medicines and serums.

Invoice: A Cuban consular invoice is required for personal items of a non-commercial nature and for all postal parcels and *small packets* sent to Cuba. A consular invoice is not required for parcels containing only pharmaceutical products which are not unethical in character.

CURACAO—See Netherlands Antilles.

CYPRUS**Letter Post**

Surface }
Air Mail } See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$40 (certain places only—see list under Parcel post).

Prohibitions: Bank-notes, coin, currency notes, negotiable instruments payable to bearer, platinum, gold or silver (manufactured or not), precious stones, jewels and other precious articles if sent in unregistered packets; charged butane gas lighters and refills (uncharged lighters are admitted).

Restrictions: Cigarette papers and picture postcards.

Parcel Post

Surface }
Air } See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 1 Yellow form CP3.

Insurance: Limit \$40. (Certain places only. See under *Insurance*.)

Prohibitions: Letters, except one for the addressee; arms and parts thereof, charged butane gas lighters and refills are prohibited (uncharged lighters are admitted and should be declared as such on the customs declaration forms); coins of silver or copper; daggers, toy pistols.

Restrictions: Bees; cigarette papers; cinematograph films; fresh fruit and vegetables; honey, picture postcards; saccharin, old or used clothing.

Insurance: List of places for which insured letters and parcels may be accepted.

Agros	Lefka	Nicosia	Rizokarpaso
Aradippou	Lefkara	Paphos	Tricomio
Athienou	Lefkoniko	Paralimni	Yialousa
Famagusta	Limassol	Polis	
Kakopetria	Lysi		
Kyrenia	Morphou		
Kythrea			
Lapithos			
Larnaca			

Compensation is not payable for damage to insured parcels containing liquids, fragile articles or perishable goods.

Compensation is not payable for the loss or damage of uninsured parcels.

Overseas Post: Foreign Countries, *contd.***CYRENAICA**—See Libya**CZECHOSLOVAKIA****Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter (except insured letters) and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$800.

Prohibitions: German coin and paper money, butane gas lighters and refills.

Restrictions: Czechoslovak bank-notes and coin; valuable documents; platinum, gold and silver; medicines; plants and parts of plants; postage stamps, serums and vaccines, tobacco.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: Limit \$230

Prohibitions: Letter, German coin and paper money; meat preservatives; goods (other than medicines) in sealed or hermetically closed tins; butane gas lighters and refills.

Restrictions: Czechoslovak bank-notes and coin; valuable documents; platinum, gold and silver; arms and parts of arms; bees, bees wax and honey; colours containing lead and copper; cosmetics; meat; lard; medicines; dried and artificially coloured fruit; plants and parts of plants; postage stamps; potatoes; serums and vaccines; tobacco in any form; wireless apparatus. No parcels other than gift parcels and parcels containing printed matter only may be sent to private persons.

Gift Parcels: Gift parcels may be sent only by private persons, and not by commercial undertakings. Worn clothing, linen footwear and alcohol must not be sent in gift parcels.

Medicine will be admitted free of customs duty if the addressee has the necessary certificate and provided it is not included with other articles in gift parcels

No printed matter (books, periodicals and so on), gramophone records, sound tapes or cinematographic films may be sent as gifts unless the parcel or packet contains nothing but these items.

Customs declarations must be legibly written and must specify in detail the number, weight and value of each item enclosed. Each item must be listed separately.

Packing: Parcels must be strongly packed to withstand the length of the journey and to protect the contents.

Overseas Post: Foreign Countries, *contd.***DAHOMÉY****Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3. Articles subject to Customs duty are not accepted in ordinary letters. Serums, vaccines and urgently required medicaments are permitted in all cases.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted), drugs, radio-active material.

Parcel Post

Surface

Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declaration: 3 forms C2/CP3 and 1 despatch note CP2 written in French and English.

Insurance: No Service.

Prohibitions: Letters; charged butane gas lighters and refills (uncharged lighters are admitted and should be declared as such on the customs declaration forms); counters resembling coin; drugs, radio-active materials; all goods bearing indications which suggest they are of French origin or manufacture when they are not.

Restrictions: Arms, including air-guns; mineral waters; preserved plums, sardines and vegetables; saccharin and similar substances; spirits.

Address: Parcels are accepted only for:

Aboméy	Bohicon	Natitingou	Savalou
Abomey-Calavi	Cotonou	Nikki	Savé
Adjohon	Cové	Ouidah	
Allada	Dassa-Zoumè	Parakou	
Aplahoué	Djougou	Pobé	
Athiémé	Grand-Popo	Porto-Novo R.P.	
Atogon	Kandi	Sakété	
Biméréké			

Charges: Inland conveyance charges are collected from the addressees except at Cotonou.

Delivery: Parcels are not delivered.

DEIRA—See United Arab Emirates

DENMARK**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Overseas Post: Foreign Countries, *contd.***DENMARK, *contd.****Insurance:* Limit \$800*Prohibitions:* Arms and ammunition, radio-active matter.*Restrictions:* Almanacs; Danish Currency and bank-notes, stock and share certificates; medicines; butane gas lighters and refills.*Address:* If the postcode is known it should be written to the left-hand side of the name of the country.**Parcel Post**

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.*Insurance:* Limit \$270.*Prohibitions:* Letters; radio-active matter, dried milk products, honey-combs, narcotics.*Restrictions:* Agricultural produce; alcohol, bees, medicines; butane gas lighters and refills.*Invoice:* An invoice to be sent to the addressee in advance, is required for all goods on which the import duty is calculated on an *ad valorem* basis.

Import Licences are not required for gift parcels. They should be clearly marked "UNSOLICITED GIFTS".

DJIBOUTI—See French Territory of the Afars and Issas.**DODECANESE ISLANDS**—See Greece.**DOHA**—See Qatar**DOMINICA****Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.*Insurance:* Limit \$40*Prohibitions:* Coin.*Restrictions:* Drugs.**Parcel Post**

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 Yellow form CP3.*Insurance:* Limit \$40.

Overseas Post: Foreign Countries, *contd.***DOMINICA, *contd.***

Prohibitions: Letters, except one for the addressee; arms and drugs except under licence.

DOMINICAN REPUBLIC**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by small packet post—up to \$100 green label written in French or Spanish and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Communist Books etc.; Bank-notes, currency notes, coin, gold; jewellery; platinum, precious stones; silver.

Restrictions: Arms, Narcotics, Plants and seeds.

Customs duty: Books are liable to customs control and a green label is required on each packet.

Parcel Post

Surface:	}	See Schedule of Overseas Surface and Air Parcel Post Rates. No Service.
Air:		

Insurance: No Service.

Customs declarations: 3 forms C2/CP3 and 1 despatch note CP2 written in French or Spanish and English.

Prohibitions: Communist books etc., Counterfeit currency and appliances for its manufacture; letters, daggers and firearms, except under permit; gaming appliances, lottery tickets.

Restrictions: Plants and seeds, drugs.

Sealing: Parcels containing specie, gold or silver articles, or other precious objects must be sealed with a distinctive device.

DUBAI**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$440

Prohibitions: Arms and ammunitions (or parts thereof); charged butane gas lighters and refills (uncharged lighters are admitted); cultured imitation, artificial and bleached pearls.

Restrictions: Alcoholic drinks, drugs;

Address: The correct postal address is DUBAI, United Arab Emirates. No other description is required.

Overseas Post: Foreign Countries, *contd.***DUBAI, *contd.*****Parcel Post**

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declaration: 1 Yellow Form CP3.

Insurance: Limit \$440.

Prohibitions: Letters (except one for the addressee); arms and ammunitions (or parts thereof); charged butane gas lighters and refills (uncharged lighters are admitted); cultured, imitation, artificial or bleached pearls.

Restrictions: Alcoholic drinks, drugs.

Packing: Parcels should be very strongly packed.

Address: See under Letter Post.

Delivery: Parcels are not delivered.

Compensation is not payable for damage to uninsured parcels containing porcelain, glass ware and other exceptionally fragile articles.

DUTCH GUIANA—See Surinam

DUTCH WEST INDIES—See Netherlands Antilles.

ECUADOR**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary and registered letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Additionally items of value (e.g.) coin, currency notes, gold etc. are not admitted in registered letters.

Insurance: No Service.

Prohibitions: Bank and currency notes; coin, communist literature.

Restrictions: Plants and seeds.

Import Licences are required for all goods the value of which exceeds 40 U.S. dollars. There is no exception for gift parcels.

Parcel Post

Surface:
Air:

} See Schedule of Oversea Surfaces and Air Parcel Post Rates.
No Service.

Insurance: Limit \$70. Surface and to Bahia-de-Caraquez, Guayaquil and Quito only.

Overseas Post: Foreign Countries, *contd.***ECUADOR, *contd.***

Customs declarations: 3 forms C2/CP3 and 1 despatch note CP2 written in French or Spanish and English.

Prohibitions: Letters; arms; gaming appliances, communist literature. The importation of many other classes of goods into Ecuador is prohibited.

Restrictions: Alcoholic beverages; cigarette paper, cotton goods; pharmaceutical products; plants and seeds; manufactured or leaf tobacco.

All parcels containing used clothing must be accompanied by a certificate of disinfection and a detailed statement of the contents.

Invoice: An Ecuadorean Consular invoice must be sent separately to the addressee for every parcel or consignment of parcels for one addressee, of which the value exceeds 40 U.S. dollars or its equivalent in sucres at the official rate of exchange, otherwise a fine is imposed by the Ecuadorean authorities.

Import Licences are required for all goods valued in excess of 40 U.S. dollars.

Commercial parcels are liable to confiscation unless the addressee holds an import permit from the Central Bank (of Ecuador).

EGYPT—(United Arab Republic)**Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Durable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3. Items of value are not admitted.

Insurance: Limit \$750. Surface only.

Prohibitions: Bank-notes, bees, charged butane gas lighters and refills (uncharged lighters are admitted); coin, gold, jewellery, platinum, precious stones, silver, samples of cigarettes, cigars and tobacco of all kinds, lottery tickets, radio-active material.

Restrictions: Patent medicines, plants.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Customs declarations: 3 forms C2/CP3 and 1 despatch note CP2. Declarations must bear the actual signature of the sender.

Insurance: Limit \$200.

Prohibitions: Letters, charged butane gas lighters and refills (uncharged lighters are admitted); cotton seed ; drugs, unmanufactured cotton (except samples of ginned cotton not exceeding 2 kilogrammes, addressed "Entomological Section, Ministry of Agriculture, Customs House, Alexandria, Egypt United Arab Republic, for Mr."); tobacco seeds. Sudanese tobacco adulterated or artificial tobacco.

Overseas Post: Foreign Countries, contd.**EGYPT (United Arab Republic), contd.**

Restrictions: Coin (other than Egyptian), firearms, patent medicines, plants, shaving brushes, and bristles or hair for use in their manufacture.

Import licences are required for most classes of goods and senders are advised to ascertain before posting that the licence has been obtained by the addressee. Goods imported into Egypt without permission are liable to confiscation.

Address: The address of a parcel intended for delivery through a bank or other intermediary should not contain any reference to the consignee; the latter's name and address should be enclosed in the parcel.

Invoice: A copy of the invoice must be enclosed in the parcel.

Packing: Parcels should be very strongly packed.

Delivery: Parcels are not delivered.

EL EIN AND EL REQUA—See United Arab Emirates**EL SALVADOR (Republic)****Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by small packet post—up to \$100 green label (written in Spanish or French and English) required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary registered or insured letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Additionally, items of value (e.g. coins, currency notes, gold etc.) are not admitted in registered letters.

Insurance: No Service.

Prohibitions: Bank-notes, currency notes and all documents payable to bearer, coin, platinum, gold and silver, manufactured or not, precious stones, jewels and other valuable articles, literature of a communistic, immoral, subversive or anti-democratic nature.

Restrictions: Pharmaceutical preparations by a special consular invoice in duplicate.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.

Air: No Service.

Insurance: No Service.

Customs declarations 1 form C2/CP3 and 1 despatch note written in Spanish or French and English. The contents of the parcel must be fully described on the declaration in accordance with the classification of the customs tariff of El Salvador.

Prohibitions: Letters: arms (except sporting guns, admitted under a permit); roulette and other apparatus for games of chance, literature of a communistic, immoral, subversive or anti-democratic nature.

Restrictions: Pharmaceutical preparations, wines, spirits.

Overseas Post: Foreign Countries, *contd.***EL SALVADOR (Republic), *contd.***

Invoice: Parcels valued at 50 U.S. dollars or more must be accompanied by eight copies of the Commercial invoice made out in Spanish and visaed by a Consul for El Salvador. One copy of the invoice may be enclosed in the parcel, or, if sent separately, it should be posted in time to reach the addressee before the parcel. If an invoice is sent separately the parcel or parcels concerned should be marked accordingly.

ENGLAND—See Great Britain

EQUATORIAL GUINEA—Republic of (Rio Muni and Macias Nguema Biyogo formerly Fernando Po.)

Letter Post

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by small packet post—up to \$100 green label written in Spanish or French and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Coin, gold, jewellery, platinum, precious stones, silver, bank notes, currency notes and documents payable to bearer; playing cards.

Restrictions: Tobacco.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.

Air: No Service.

Customs declarations: 3 forms C2/CP3 and 1 despatch note CP2 written in Spanish or French and English.

Insurance: No Service.

Prohibitions: Letters, military weapons and air-guns; playing cards; potatoes, rosaries, relics and similar articles; Spanish bank-notes; tobacco.

Restrictions: Jewellery, precious stones and precious metals, pharmaceutical preparations; plants and parts thereof.

Address: Parcels are accepted only for Bata, Elobey, Rey Malabo de Macias Nguema Biyogo Po and Butuku—Luba

Delivery: Parcels are not delivered.

ERITREA—See Ethiopia (including Eritrea)

ESTONIA—Same as for U.S.S.R.

ETHIOPIA (including Eritrea)

Letter Post

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary and registered letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Overseas Post: Foreign Countries. *contd.***ETHIOPIA (Including Eritrea), *contd.***

Insurance: No Service.

Prohibitions: Bank-notes, currency notes, documents payable to bearer, coin, gold, jewellery, platinum, precious stones, silver; drugs, printed matter, designs or emblems contrary to public order.

Restrictions: See under PARCELS POST.

Parcels Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 3 forms C2/CP3 and 1 despatch note CP2.

Insurance: No Service.

Prohibitions: Letters, Arms, tobacco, spirits.

Restrictions: certain foodstuffs; proprietary medicines, serums, vaccines, viruses; opium, morphine and cocaine and other narcotics; plants and parts of plants including seeds; weights and measures.

Import licences are necessary for all parcels sent to Eritrea for commercial purposes and applications for licences must be made by the addressee to the Ministry of Commerce, Industry and Tourism, Ethiopia. Parcels sent under import licence must be endorsed "Commercial" and parcels not sent for commercial purposes must be endorsed "Private, Not Commercial Purpose".

Certificate of origin: A certificate of origin may be enclosed in the parcel provided the customs declaration and the cover of the parcel are noted "Certificate of Origin Enclosed". If the certificate relates to more than one parcel the customs declaration and the cover of each parcel must be suitably endorsed as to which parcel contains the certificate.

Invoice: Every parcel for Eritrea addressed to a commercial firm and containing goods for sale, must be accompanied by an invoice dated and signed by the sender. A certified invoice is required for all parcels for Ethiopia. One invoice is sufficient for a consignment of parcels posted at the same time by one sender to the same addressee, provided that the parcels are clearly marked to show in which parcel the invoice is enclosed.

Packing: Parcels must be strongly packed and if necessary enclosed in two waterproof covers.

Delivery: Parcels are not delivered.

FALKLAND ISLANDS AND FALKLAND ISLANDS DEPENDENCIES

The Falkland Islands Dependencies (South Georgia and South Sandwich Islands.)

Letter Post

Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required: thereafter top green label and form C2/CP3.

Overseas Post: Foreign Countries, *contd.***FALKLANDS ISLANDS and FALKLAND ISLANDS DEPENDENCIES, *contd.***

Insurance: No Service.

Restrictions: (Falkland Islands only): Drugs.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.

Air: No Service.

Customs declarations: 1 Yellow form CP3.

Insurance: No Service.

Prohibitions: Letters, firearms (other than sporting guns) except under permit

Restrictions: Drugs.

Delivery: In Stanley, parcels are not delivered.

FANNING ISLAND—As for the Gilbert Islands**FAROE ISLANDS****Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates

Dutiable articles may be sent by letter and small packet post-up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions and Restrictions: See under DENMARK.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.

Air: No Service.

Insurance: No Service.

Customs declarations: 1 Form C2/CP3 and 1 despatch note CP2.

Prohibitions: Letters, bees.

Restrictions: Agricultural produce; boots and shoes; medicines, spirits, butane gas lighters and refills.

Invoice: An invoice or, in the case of non-commercial parcels, a statement prepared by the sender giving particulars of the nature, quantity and value of the contents must be forwarded with each parcel; attached to the despatch note.

FERNANDO PO—See Equatorial Guinea.

Overseas Post: Foreign Countries, *contd.***FIJI****Letter Post**Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post-up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$800. Surface mail and to principal towns only(see list below).

Prohibitions: Drugs and similar substances, flick knives.

Restrictions: See under Parcel Post.

Parcel PostSurface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 1 Yellow form CP3.

Insurance: Limit \$800. Surface mail only.

Prohibitions: Letters, dyes, drugs and similar substances, flick knives, radioactive substances.

Restrictions: Arms and ammunition, condensed and dried milk, plants and seeds, tobacco, cigars, cigarettes and snuff not over 11 lb in weight, and samples of spirits not over one pint are admitted provided that they are not packed with other goods; narcotics.

Compensation is not payable for uninsured parcels.

FINLAND**Letter Post**Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post-up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$800.

Prohibitions: Samples of alcoholic beverages unless addressed to Alkoholiluki O.Y., coins, precious metal or stones.

Restrictions: Almanacs and calendars in the Finnish or Swedish languages; medicines; seeds; unmanufactured tobacco.

Parcel PostSurface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: Limit \$800.

Prohibitions: Letters, narcotics.

Overseas Post: Foreign Countries, *contd.***FINLAND, *contd.***

Restrictions: Almanacs and calendars in the Finnish or Swedish languages; medicines; seeds; unmanufactured tobacco, wines; spirits; radio-active substances, used clothing.

Import licences are required for some goods.

Gift parcels: Customs and other charges are payable on most gift parcels but gifts of worn clothing, used bed linen and used table linen are admitted free of duty if sent in such small quantities as to preclude their use for commercial purposes. Gift parcels containing foodstuff, tobacco, soap, razor blades and other articles of small value are admitted free of duty if the total weight and value of such parcels received by the addressee in one month do not exceed 22 lb and 50 new Finnish marks respectively.

Duty must be paid on parcels containing more than 2 lb cocoa, 2 lb coffee, 2 lb chocolate or sweets, 8oz tea and 3½oz tobacco despatched to any one addressee in one month.

FORMOSA (See Taiwan)**FRANCE****Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post-up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3. Letter packets containing postage stamps should bear a green label.

Insurance: \$530.

Prohibitions: Chain letters, charged butane gas lighters and refills (uncharged lighters are admitted but there should be an appropriate indication of the contents on the cover of the packet); plants, and radio-active materials, lottery tickets.

Restrictions: Articles of gold, alcohol and liqueurs, bank-notes, currency notes, documents payable to bearer; coin; insulin; medicines; tobacco products, serums, vaccine and similar preparations, narcotics, contraceptives, feeding bottles and parts thereof, imitation pearls, precious stones, saccharin.

Printed matter: Printed matter, especially books, is liable to be taxed. Newspapers and periodicals are exempt.

Address: If the postcode is known it should be written to the left-hand side of the name of the country.

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2. Declarations should show the Post Office serial number of the parcel and should, as far as possible be prepared in French and English. Weights and measures should be shown in the metric system.

Overseas Post: Foreign Countries, *contd.***FRANCE, *contd.***

Prohibitions: Letters; arms (except sporting guns admitted under permit), charged butane gas lighters and refills (uncharged lighters are admitted but there should be an appropriate indication of the contents on the cover of the parcel: radio-active materials, saccharin; and in addition all goods which do not comply with the requirements of the (French) Merchandise Marks Act.

Restrictions: Alcohol and liqueurs; gramophone records, tobacco and tobacco products, medicines, insulin, serums, vaccines and similar preparations, gold, silver, platinum and plated articles, cut flowers, birds during close season, fish and game; fresh fruits and vegetables, living plants; roots and bulbs, preserved fish, plums and vegetables, shrubs. The importation of certain other goods is subject to the production of an import licence.

Parcels for Andorra are subject to certain special customs and export regulations in France and before a parcel is sent the sender should ascertain from the addressee that he/she has complied with the necessary formalities.

Gift Parcels should not exceed 300 Francs (or approximately \$43.40) in value. Customs charges of 30 per cent are normally raised on all goods but tobacco, alcohol and books are subject to special charges. The words "Envoi Isol Gratuit" must be written prominently on the cover of an unsolicited gift parcel.

Delivery: Parcels are delivered in most areas. Where they are not delivered an advice of arrival is sent to the addressee. Certain charges must be paid by the addressee.

In France, Andorra and Monaco, the parcel post service is operated by the railway authorities and parcels which are intended to be called for should be addressed "En Gare and not Poste Restante".

Address: (See under LETTER POST). Parcels for Andorra should have the indication "*Livrable en Gare de la Tour de Carol*" (*Pyrenees Orientales, France*) added to the address.

If the Postcode is known it should be written to the left hand side of the name of the country.

FRENCH GUIANA**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Insurance: No Service.

Dutiable articles may be sent by letter and small packet post-up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3. Registered items containing bank-notes, currency notes etc. are admitted.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); coin, gold, jewellery, platinum, precious stones, silver and other precious objects, plants, playing cards.

Parcel Post

Surface: See Schedule of Oversea Surface and Air Parcel Post Rates.
Air: No Service.

Insurance: No Service.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2.

Overseas Post: Foreign Countries, *contd.***FRENCH GUIANA, *contd.***

Declarations should show the Post Office serial number of the parcel and should as far as possible, be prepared in French and English. Weights and measurements should be shown in the metric system.

Prohibitions: Letters; arms (except sporting guns admitted under permit); candles; charged butane gas lighters and refills (uncharged lighters are admitted); playing cards; saccharin; tobacco essence; and in addition all goods which do not comply with the requirement of the (French) Merchandise Marks Act.

Restrictions: Living plants, (e.g. coffee and cocoa seedlings, sugar cane cuttings); gramophone records; medicines, insulin, serums, vaccines and similar preparations, gold, silver, platinum and plated articles.

The importation of certain goods is subject to the production of an import licence.

Gift parcels: Customs charges are payable on gift parcels.

The words "Envoi Isol Gratuit" must be written prominently on the cover of the parcel.

Sealing: Parcels should be sealed with a distinctive device.

Charges: Charges for inland conveyance are collected from the addresses except at Cayenne and Saint Laurent.

Delivery: Parcels are not delivered.

FRENCH POLYNESIA**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Current coin, drinks (e.g. absinthe, pernod) coconut plants, bees and insects.

Restrictions: See under PARCEL POST.

Parcel Post

Surface:
Air:

See Schedule of Oversea Surface and Air Parcel Post Rates.
No Service.

Customs declarations: 2 forms C2/CP3 and 1 Despatch note CP2 written in French and English.

Insurance: No Service.

Prohibitions: Letters; firearms and munitions, except under permit.

Restrictions: Preserves, drugs, plants.

Compensation is not payable.

Overseas Post: Foreign Countries, *contd.***FRENCH POLYNESIA, *contd.***

Service extends to the following offices—*Gambier Group*: Rikitea (Mangareva)

Marquesas Group: Atuona (Hiva-Oa), Taiohae (Nuka-Hiva), *Society Group*: Afareaitu (Moorea), Papeete (Tahiti), Taravao (Tahiti).

Sous le Vent or Leeward Group: Fare (Huahine), Uturoa (Raiaetea), Vaitape (Borabora).

Tuamotu Group: Anaa, Apataki, Fakahina, Fakarava, Fangatau, Hao, Kaukura, Makemo, Rangiroa, Service de la plonge, Takaroa, Tikehau Vaitepaua (Tuamotu). *Tubuai Group*: Ahurei (Rapa), Mataura (Tubuai), Moerai (Rurutu), Wallis and Futuna Islands.

Delivery charges: Additional charges are collected from the addressees, except at Papeete, Taavao and Vaitepaua.

Sealing: Parcels for Wallis and Futuna Islands should be sealed with a distinctive device.

FRENCH TERRITORY OF THE AFARS AND THE ISSAS (now Djibouti)**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English required; thereafter top green label form and C2/CP3.

Insurance: No Service.

Prohibitions: Bank-notes, currency notes, documents payable to bearer; coin, gold, jewellery, platinum, precious stones, silver, radio-active materials.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.
Air: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in French and English.

Insurance: No Service.

Prohibitions: Letters; arms, except under permit, and radio-active materials.

Restrictions: Drugs, medicines.

Sealing: Parcels should be sealed with a distinctive device.

Delivery: Parcels are not delivered.

FRENCH WEST INDIES (Guadeloupe and Martinique)**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Insurance: No Service.

Overseas Post: Foreign Countries, *contd.***FRENCH WEST INDIES (Guadeloupe and Martinique), *contd.***

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Prohibitions: (Martinique only) Bank-notes, cheques, currency notes, documents payable to bearer; gold, jewellery, platinum, precious stones, silver, may be sent only in registered items (*Guadeloupe and Martinique*). Charged butane gas lighters and refills (uncharged lighters are admitted).

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.

Air: No Service.

Insurance: No Service.

Customs declarations: 3 forms C2/CP3 and 1 despatch note CP2 written in French and English.

Prohibitions: Letters; charged butane gas lighters and refills (uncharged lighters are admitted).

Gift parcels: Customs charges are payable on gift parcels. The words "*Envoi Isolé Gratuit*" must be written prominently on the cover of the parcel.

Restrictions: The importation of certain classes of goods including t. bacco products is subject to the production of an import licence.

Sealing: Parcels should be sealed with a distinctive device.

Charges: Charges for inland conveyance are collected from the addressee except at Fort de France, Basse-Terre and Pointe à Pitre.

FRIENDLY ISLANDS—See Tonga.

FUJAIRAH—See United Arab Emirates

GABON REPUBLIC**Letter Post**

Surface } See Schedules of Letter Rates.
Air Mail }

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English required; thereafter top green label form and C2/CP3.

Insurance: No Service.

Prohibitions: Bank-notes, currency notes, documents payable to bearer except in registered letters; charged butane gas lighters and refills (uncharged lighters are admitted); coin, gold, jewellery, platinum, precious stones, silver; plants; contraceptives; radio-active materials.

Restrictions: Narcotics.

Parcel Post

Surface } See Schedule of Overseas Surface and Air Parcel Post Rates.
Air }

Insurance: No Service.

Overseas Post: Foreign Countries, *contd.***GABON REPUBLIC, *contd.***

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2. Declarations should show the Post Office serial number of the parcel and should, as far as possible, be prepared in French and English and in accordance with classification of the French customs tariff. Weights and measures should be shown in the metric system.

Prohibitions: Letters, Absinthe and similar products, arms, except sporting guns admitted under permit; charged butane gas lighters and refills (uncharged lighters are admitted and should be declared as such on the customs declaration forms); saccharin, contraceptives, radio-active materials, tobacco and tobacco products.

Restrictions: Living plants, gramophone records; liqueurs and spirits, preserved fish, medicine, gold, silver, platinum, and plated articles, fish and game. The importation of all other goods is subject to the production of an import licence.

Sealing: Parcels should be sealed with a distinctive device.

Delivery: Parcels are not delivered. Charges are collected from the addressees, except at Libreville, Port Gentil.

GAMBIA, THE**Letter Post**

Surface	}	See Schedules of Letter Rates
Air Mail		

Dutiable articles may be sent by letter (except in insured letters) and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3. Coins are not admitted in registered letters.

Insurance: No Service.

Prohibitions: Coins, West African currency notes.

Restrictions: Narcotics.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 Yellow form CP3.

Insurance: No Service.

Prohibitions: Letters except one for the addressee, ammunition, firearms (except sporting guns admitted under permit) and air-guns; West African currency notes; wireless apparatus.

Restrictions: Plants, narcotics.

Delivery: Parcels are not delivered.

GAZA AND KHAN YUNIS**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Overseas Post: Foreign Countries, *contd.***GAZA AND KHAN YUNIS, *contd.***

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Prohibitions: Samples of cigarettes, cigars and tobacco.

Restrictions: Patent medicines and plants.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.

Air: No Service.

Insurance: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2. Declarations should bear the actual signature of the sender.

Prohibitions: Letters; cotton seed; cotton; tobacco seeds; Sudanese tobacco; adulterated or artificial tobacco.

Restrictions: Coin, other than Egyptian; firearms; patent medicines; plants; shaving brushes, and bristles or hair for use in their manufacture.

Address: The address of a parcel intended for delivery through a bank or other intermediary should not contain any reference to the consignee; whose name and address must be enclosed in the parcel.

Invoice: A copy of the invoice must be enclosed in the parcel.

Packing: Parcels must be strongly packed.

GERMAN DEMOCRATIC REPUBLIC (and East Berlin)**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Insurance: No Service.

Dutiable articles may be sent by small packet post—up to \$100 green label written in German or French and English required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary and registered letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Prohibitions: Butane gas lighters, foreign lottery tickets, correspondence in secret codes; East German bank-notes, currency etc., postcards and envelopes bearing subversive illustrations and materials; weapons, numismatic and philatelic items, secret correspondence, shorthand notes, chain letters. See also under PARCEL POST.

Restrictions: Foreign notes, bills and currency; narcotics, newspapers, periodicals, printed advertisement and propaganda material; samples; stamps. See also under PARCEL POST.

Invoice: An invoice in duplicate, must accompany all packets containing articles liable to customs duty.

Gifts may be sent in small packets but not in letter packets. They are subject to the same conditions as those sent by parcel post.

Overseas Post: Foreign Countries, *contd.***GERMAN DEMOCRATIC REPUBLIC (and East Berlin), *contd.***

Address: The full name and address of the sender must be indicated on the covers of all letters and packets (see also under PARCEL POST).

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 (a separate set for each parcel) written in German or French and English.

Prohibitions: Arms, military materials, bees and used hives. See also under LETTER POST.

Restrictions: Animal products, fruits, plants and parts of plants; seeds; narcotics; vaccines and serums; used textiles and shoes; a certificate of disinfection from a Medical Officer of Health must accompany used clothing and footwear. It must show particulars of the sender and the addressee and an exact description of the disinfected article (size and colours), methods of disinfection and type of disinfectant used. The outer wrapping of the parcel and the Customs Declaration Form must be marked "*Certificat de désinfection est inséré.*"

Import licences must be obtained in advance for all goods except those included in gift parcels.

Gift Parcels: Gift parcels are not accepted from commercial undertakings or Welfare Organizations or workers. Contents must be essential relief items for use of a private person or members of his family.

No addressee may receive more than one Gift Parcel a month.

Not more than $\frac{1}{2}$ lb coffee products, $\frac{1}{2}$ lb cocoa or cocoa products, 10oz. chocolate or chocolate products, 1 $\frac{1}{2}$ oz. tobacco goods may be sent and the total weight of these goods included in any one parcel must not exceed 850 grammes (approx. 1 $\frac{3}{4}$ lb). Medicines must not be included. Anti-democratic literature, documents, written or printed notes, goods in hermetically sealed containers, postage stamps, recordings on wire or tape, films, photographic plates and paper, maps and toys of a military character must not be included.

Customs declarations and outer wrapping of parcels should be marked by the side of the address:

"GESCHENKSENDUNG, KEINE HANDLESWARE"

Packing: Parcels must be strongly packed.

Address: If the postcode is known it should be written to the left-hand side of the name of the country. The prefix X must appear before the numerical code, eg. X53, WEIMAR, Thuringia, Germany.

GERMAN FEDERAL REPUBLIC (and West Berlin)**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Overseas Post: Foreign Countries, *contd.***GERMAN FEDERAL REPUBLIC (and West Berlin), *contd.***

Dutiable articles may be sent by letter and small packet post--up to \$100 green label written in German or French and English required; thereafter top green label and form C2/CP3.

Insurance: Limit \$800

Invoice: An invoice in duplicate, must accompany all packets containing articles liable to customs duty.

Prohibitions: Absinthe, lottery tickets, microbes, pools, advertisements and so on not authorized in the Federal Republic; radio-active substances. For other prohibitions, see under Parcel Post.

Restrictions: Cigars, cigarettes, tobacco, money, bank bills, letters of exchange and so on; narcotics.

For other restrictions see under PARCEL POST.

Gifts may be sent in letter packets and small packets. They are subject to the same conditions as Gifts sent by parcel post.

Import Licences: See under PARCEL POST.

Address: If the postcode is known it should be written to the left-hand side of the name of the country.

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2; written in German or French and English. A separate set for each parcel.

Insurance: Limit \$230

Invoice: An invoice, in duplicate, attached to the customs declaration, should accompany parcels containing articles liable to customs duty.

Prohibitions: Absinthe, cocoa-beans, microbes, firearms, playing cards, cigars, tobacco substitutes, live bees.

Restrictions: Plants, parts of plants and seeds, spirits, radio-active material, firearms, Military materials.

Certain goods are subject to import licensing regulations.

Gift parcels are accepted without import licences if they do not contain items such as sweetening substances or drugs for which there are special import regulations.

Customs charges are not raised on private gifts provided:—

- (i) the value of the parcel does not exceed 100 DM; (about J\$30)
- (ii) the contents of the parcel are not intended for industrial or commercial purposes;
- (iii) The parcel does not contain extracts of tea or coffee or substitutes; alcohol, tobacco products or cigarette papers.

Parcels addressed to needy persons are admitted free of customs duty provided they contain only items of necessity.

Overseas Post: Foreign Countries, *contd.***GERMAN FEDERAL REPUBLIC (and West Berlin), *contd.***

In the case of coffee and tea the maximum quantities admitted free of customs duty are:—1 lb of coffee, 3½ oz. of tea, ½ lb of coffee essence or extract and 1½ oz of tea extract. Customs duty is levied on tobacco products, cigarette papers, wines and spirits.

Christmas, birthday and gift parcels addressed to close relatives of the sender are admitted free of duty provided they contain reasonable quantities such as one bottle of spirits, 50 cigars or 100 cigarettes. Parcels and customs declarations should be clearly marked **PRIVATE GESCHENKSENDUNG** (Private Gift Parcel) and the declarations should show the individual items and their value.

Packing: Parcels must be strongly packed.

Address: See under **LETTER POST**

GHANA**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top ½ green label and form C2/CP3.

Insurance: Limit \$120

Prohibitions: Ammunition, arms, gold, platinum, precious stones, silver, jewellery, cinematograph films except at the ports of Tema and Takoradi, books, newspapers, printed matter of a defamatory, scandalous or demoralising nature; Bank-notes and currency notes, coin.

Restrictions: Plants and seeds; saccharin and similar substances.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declaration: 1 Yellow form CP3.

Insurance: Limit \$120

Prohibitions: Letters, except one for the addressee; cinematograph films except at the ports of Tema and Takoradi, firearms, air-guns and accessories; paper money, silver bullion exceeding \$10 in value.

Restrictions: Plants and seeds; saccharin and similar substances, narcotics.

Gift Parcels: Import licences are not required for gifts addressed to individuals, provided:—

- (a) the gift is *bona fide* and unsolicited,
- (b) the weight or value does not exceed 22 lb gross or G\$50.

The parcels must be clearly marked "*Unsolicited Gift*".

Invoices: Invoices are required for all commercial parcels. Senders must despatch the invoices in advance of the parcels.

Delivery: Parcels must be called for by the addressee at the nearest post office.

Overseas Post: Foreign Countries, *contd.***GIBRALTAR****Letter Post**

Surface }
Air Mail } See Schedules of Letter Rates.

Dutiable articles may be sent by letter, and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$480

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted), lottery tickets.

Parcel Post

Surface }
Air } See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 1 Yellow form CP3.

Insurance: Limit \$100

Prohibitions: Letters, arms except under permit, charged butane gas lighters and refills (uncharged lighters are admitted).

Restrictions: Arms, celluloid and films, narcotics.

GILBERT ISLANDS (including Line Islands (Fanning, Christmas and Washington Islands), Ocean Islands and Phoenix Islands).**Letter Post**

Surface }
Air Mail } See Schedules of Letter Rates.

Insurance: No Service.

Dutiable articles may be sent by letter, and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Prohibitions: Articles of any kind bearing the impression or representation of any currency note, bank-note or coin in current use in any country:—charged butane gas lighters and refills, dyestuffs obtained from coal tar; gold or silver bullion. Bullion is not admitted in registered letters.

Restrictions: Brushware containing any animal hair, narcotics, films, celluloid.

Parcel Post

Surface }
Air } See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: No Service.

Customs declaration: 1 yellow form CP 3.

Prohibitions: Letters, dyestuffs obtained from coal tar; articles of any kind bearing the impression or representation of any currency note, bank-note or coin in current use in any country; charged butane lighters and refills, drugs and similar substances unless addressed to a Medical Practitioner.

Overseas Post: Foreign Countries, *contd.*

GILBERT ISLANDS (including Line Islands (Fanning, Christmas and Washington Islands), Ocean Islands and Phoenix Islands), *contd.*

Restrictions: Brushware containing any animal hair, narcotics, films, celluloid,

Compensation is not payable.

GRAHAMLAND (British Antarctic Territory) See Falkland Islands and Falkland Islands Dependencies.

GREAT BRITAIN AND NORTHERN IRELAND**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$800.

Address: In order to secure prompt delivery, mails for the United Kingdom must show the Post Town in block letters, followed by the name of the country on the last line; the Postcode written in Block Capitals must be placed to the right hand side of the name of the Post Town.

Prohibitions: Coin, platinum, gold or silver manufactured or not, precious stones, jewellery and other valuable articles, except in registered or insured letters, meat and meat products (not fully cooked). Advertisements relative to betting, arms, parts of arms, munitions and similar articles; contraband articles; counterfeit bank or currency notes; counterfeit postage stamps whether obsolete or not and articles bearing such stamps; fortune telling advertisements; living creatures, except bees, leeches and silk worms and certain parasites and destroyers of noxious insects intended for the control of such insects and exchanged between officially recognised institutions; lottery tickets and advertisements thereof; money lenders' circulars, shaving brushes made in or exported from Japan. See also under PARCELS POST.

Restrictions: Radio-active substances, narcotics, paints etc., celluloid, inflammable films.

Parcel Post

Surface

Air

} See Schedule of Overseas Surface and Air Parcels Post Rates.

Customs declarations: 1 Yellow form CP3. Customs declarations must show the net weight or quantity and value of each class of article and must bear the signature of the sender.

Insurance: Limit \$800.

Prohibitions: Cheque books (which must be sent by letter post only) rags and bedding; soiled clothing; shaving brushes made in or exported from Japan; goat hair and wool and goods mixed therewith.

Liquid or substances for analysis or medical examinations; Pathological specimens;

Food products and beverages to which any preservative or other substance has been added;

Opium, morphine, cocaine and other stupefying drugs except under authority from the British Home Office;

Overseas Post: Foreign Countries, *contd.***GREAT BRITAIN AND NORTHERN IRELAND, *contd.***

Butter, margarine, margarine cheese, milk, cream, condensed, separated or skimmed milk, meat and meat products (not fully cooked) e.g. salami sausage, ham, bacon, carcasses or part of carcasses, lard and other similar fats and unsound food, except in accordance with the relative laws and regulations and unless packed in hermetically sealed tins bearing a conspicuous mark indicating the nature of their contents;

Living animals, except bees, leeches and silkworms enclosed in well constructed boxes, skins, horns, hoofs or any other parts of cattle or other animals of which the transmission may be prohibited in order to prevent the propagation of any contagious disease;

Potatoes and potato haulms, leaves and stalks:

Trees and shrubs and plants of the following genera: *Ulmus* (elm), *Abies*, (fir), *Larix* (larch), *Picea* (Spruce), *Pinus* (pine), *Pseudotsuga* (Douglas) (spruce), *Sequoia* (redwood), *Thuja* (thuya) and *Tsuga* (hemlock) and the roots, layers, cuttings and other parts of those trees, shrubs and plants as well as plants and parts of plants excluding beetroot and chrysanthemums except that in each case they are imported for scientific or similar instruction and under a licence from the Minister of Agriculture and Fisheries;

All other living plants and parts thereof (except seeds); potatoes, raw vegetables (including tomatoes, aubergines and salads) but excluding cucumber and mushroom grown in any country, and cider apples grown in any country in Europe, if imported between the 1st April and 15th October, raw apples grown in the United States of America unless accompanied by a phyto-sanitary certificate signed by a competent authority in the country of origin and approved by the British Ministry of Agriculture, Fisheries and Food. The certificate should be enclosed in an envelope marked "For the attention of H.M. Customs" and securely attached to the outside of the parcel.

Firearms and other weapons and parts thereof (except smooth bore sporting guns having barrels more than 24 inches in length measured from the muzzle to the point at which the charge is exploded on firing, air rifles and air carbines and parts thereof), weapons of descriptions designed or adapted for the discharge of any noxious liquid, gas or other thing, including component parts of any such weapon; accessories to any lethal firearms or other weapon designed or adapted to diminish the noise or flash caused by firing the weapon.

ALL THESE ARTICLES ARE, HOWEVER, ADMITTED EXCEPTIONALLY WITH THE PERMISSION OF THE COMPETENT BRITISH AUTHORITY.

Ammunition containing or designed or adapted to contain any noxious liquid, gas or other thing, and component parts of any such ammunition.

Flick knives; silver coin of the United Kingdom which does not comply with the legal standard of weight of fineness;

Articles bearing devices implying or tending to imply any British Government sanction or guarantee;

Articles bearing a counterfeit mark or a false trade description and articles of foreign manufacture bearing a name or mark which represents or is supposed to represent the name or mark of any manufacturer or tradesman in Great Britain or Northern Ireland unless the name of the country in which the article was manufactured is also shown.

Overseas Post: Foreign Countries, *contd.***GREAT BRITAIN AND NORTHERN IRELAND, *contd.***

Gold or silverware not of standard quality;

Foreign prison made goods other than goods not imported for trade or goods of a kind not manufactured in the United Kingdom;

Clocks, watches or other metal articles bearing any mark representing or imitating British assay marks or stamps or marks indicating that the goods were manufactured in the United Kingdom;

Books, paintings, etc., which are protected by copyright law in the United Kingdom; horror comics, plates and films.

Oilskins and similar oiled goods unless they have been properly stoved or otherwise properly dried to prevent spontaneous combustion.

Unseasoned raw celluloid (i.e. celluloid containing volatile solvent, sometimes called xylonite cake).

Tobacco cut and compressed and tobacco mixed with other substances;

Saccharin and similar substances;

Extracts, essences or other concentrations of coffee, chicory, tobacco or any admixture thereof;

Circulars;

Foreign coin, other than gold or silver;

Coin exceeding \$10 in value unless declared to be for purposes of ornament; gold bullion exceeding \$10 in value, subject to Jamaican Export Regulations.

Skins of certain seals;

Synthetic organic dyestuffs except under Board of Trade licence. As an exception, "*bona fide*" trade samples having no commercial value may be imported without a licence;

Articles which by virtue of the Merchandise Marks Act, 1926, must bear a mark indicating the name of the country of origin at the time of importation, unless they are marked in the prescribed manner.

Liquids with flashpoint lower than 150°F.

The prohibitions in force by letter post are also applicable.

Restrictions: Perishable biological substances, paints which have flash points lower than 150°F provided that not more than one quart is enclosed in one packet, insects, seasoned raw celluloid, inflammable films, live animals, vaccines, sera, toxins, antitoxins, antigens, Antibiotics (when intended for parental injection into human beings), arsphenamine and analogous substances, destran injections, enzymes and enzyme inhibitors, hormone products, preparations of human blood and certain surgical material, when the addressed has obtained an import licence from the competent authority, or the substances are solely for use in veterinary medicine and the receptacles are indelibly marked to that effect. Radio telephone devices with special permission from the British competent authority.

Overseas Post: Foreign Countries, *contd.***GREAT BRITAIN AND NORTHERN IRELAND, *contd.***

Observations: No liability is accepted by the British Post Office for any parcel containing precious stones, jewellery, or any articles of gold or silver exceeding \$240 in value forwarded in transit through or for delivery in Great Britain and Northern Ireland unless it is enclosed in a box not less than 3 ft. 6ins. in length and girth combined.

Silver plate (which can be sent only in insured parcels) forwarded to Great Britain and Northern Ireland as merchandise, will be assayed on arrival, and if found to be below the proper standard will not be admitted.

Customs provisions:

A fee for clearance through the Customs is charged on every parcel.

To ensure the speedy clearance through the Customs of postal parcels addressed to places in Great Britain and Northern Ireland the following regulations should be observed:—

If goods are liable to any "*ad valorem*" duty, an invoice showing the contents in detail and the value of each article should be enclosed and the cover of the parcel should be marked on the address side "Invoice enclosed".

When the invoice relates to more than one parcel, the cover of each parcel should be marked "Invoice enclosed in parcel No.".

A certificate of origin should be enclosed in parcels posted in Jamaica containing goods claimed to be of local growth, produce or manufacture. The parcels should be marked on the address side of the wrapper "Certificate of origin enclosed", or, where the consignment comprises more than one parcel, "Certificate of origin enclosed in Parcel No.".

Provided the value does not exceed \$20, the prescribed certificate of origin may be dispensed with for parcels not containing tobacco or not being merchandise for sale, despatched from a place within Jamaica to Great Britain or Northern Ireland, where sender has definite knowledge that the contents have been grown, or produced or manufactured locally, provided a signed declaration in the following terms is affixed to the outside of each parcel.

"The contents of this parcel are not merchandise for sale and every article herein is the growth or produce, or, if a manufactured article, is to the extent of at least. per cent of its present value, *bona fide* the manufacture of Jamaica."

In this connexion, it should be noted that responsibility for ascertaining as to whether goods contained in post parcels are liable to customs duty, and category in which they fall, rests on the sender as no information on the subject is available at local post offices.

GREECE**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Insurance: No Service.

Overseas Post: Foreign Countries, *contd.***GREECE, *contd.***

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3. Bank-notes, currency notes and negotiable securities are admitted in registered letters only.

Prohibitions: Greek bank-notes, coin, gold, jewellery, platinum, precious stones, silver; cigarette papers; playing cards; saccharin, salt; tobacco in any form lottery tickets.

Restrictions: Patent medicines; plants and parts of plants; tins of condensed milk; worn clothing.

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: No Service.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 written in French or Greek and English.

Prohibitions: Letters; arms (except sporting guns under permit); charged butane gas lighters and refills if sent via France (uncharged lighters are admitted and should be declared as such on the customs declaration form); playing cards; saccharin; salt.

Restrictions: Cigarette papers; patent medicines; plants, and parts of plants; tins of condensed milk; tobacco in any form; worn clothing and footwear, used bed linen.

Compensation is not payable for damage to parcels containing liquids, fragile articles or perishable goods.

Commercial parcels: An import licence is required for the importation of all goods.

GREENLAND**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter (except insured letter) and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Restrictions apply to the importation of: Almanacs; Danish stock and share certificates; medicines; butane gas lighters and refills.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.
Air No: Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: No Service.

Overseas Post: Foreign Countries, *contd.***GREENLAND, *contd.***

Prohibitions: Letters; bees;

Restrictions: Agricultural produce; boots and shoes; medicines, spirits, butane gas lighters and refills.

GUENADA**Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$40—Surface only.

Prohibitions: Coin, lottery tickets

Restrictions: Narcotics.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Customs declarations: 1 Yellow form CP3.

Insurance: Limit \$40.

Prohibitions: Ammunition, letters, except one for addressee.

Restrictions: Plants and parts of plants, narcotics.

GUADELOUPE—See French West Indies

GUAM—(See Mariana Islands)

GUATEMALA**Letter Post**

Surface	} See Schedules of Letter Rates
Air Mail	

Insurance: No Service.

Dutiable articles may be sent by letter (registered only) and small packet post—up to \$100 green label written in Spanish or French and English required; thereafter top green label and form C2/CP3.

Prohibitions: Bank-notes, currency notes; coin; documents payable to bearer; Gardenia plants and seeds, gold, platinum or silver manufactured or not, jewels, precious stones and other valuable articles. Communist literature is liable to confiscation; packets of printed papers and/or books addressed to commercial banks in Guatemala for ultimate delivery to a second addressee.

Restrictions: Plants and seeds, (Gardenia plants and seeds are prohibited.)

Overseas Post: Foreign Countries, *contd.*GUATEMALA, *contd.*

Dutiable packets: Sealed packets which are likely to be suspected of being dutiable should be endorsed "The sender authorizes the opening of this packet for examination."

Parcel Post

Surface: See Schedules of Overseas Surface and Air Parcel Post Rates.

Air No: Service.

Insurance: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in Spanish or French and English.

Prohibitions: Letters, arms (except revolvers and sporting guns admitted under licence); gardenia plants and seeds; telegraph apparatus; beer; packets of printed papers and/or books addressed to commercial banks in Guatemala for ultimate delivery to a second addressee. Communist literature is liable to confiscation.

Restrictions: Bees and honeycombs, plants and seeds. (Gardenia plants and seeds are prohibited).

Weight: The weight of every parcel should be shown on the cover.

Address: Every parcel addressed to a bank or other agent of the person for whom it is intended should bear, in addition to the agent's name and address, the name and address of the ultimate consignee.

Certificate of origin: For commercial parcels a certificate of origin authenticated by a Guatemalan Consul together with one copy of the relative invoice must be sent separately by letter post to the addressee.

Delivery: Parcels for Peten are forwarded from Guatemala City by air, payment for which must be made by the addressees.

GUYANA

Letter Post

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/C P3. In order to allow prompt clearance through Customs by the Post Office, a duly certified and signed original customs invoice must be attached to each commercial parcel. Such invoice must indicate the value of the merchandise, carriage or full postal charges, insurance charges, i.e. full C.I.F. value.

Insurance: Limit \$120.

Prohibitions: Coin, gold, jewellery, platinum, precious stones, silver, Flick knives, bees and silkworms, ham (raw, cooked or corned), bacon, apples, pears, grapes, artificial christmas trees, manufactured plastic flowers, meats (raw, cooked or corned), fish.

Restrictions: Arms and ammunitions, drugs, plants and parts of plants, spirits and wines.

Overseas Post: Foreign Countries, *contd.*GUYANA, *contd.*

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 Yellow form CP3.

Insurance: Limit \$120.

Prohibitions: Letters, except one for the addressee, Flick knives, ham (raw, cooked or corned), bacon, apples, pears, grapes, artificial christmas trees, manufactured plastic flowers, meats, fish, poultry, preserved fruit. Many items are subject to temporary prohibition.

Restrictions: Arms and ammunitions; drugs; plants and parts of plants (including bulbs and seeds), spirituous liquors.

Delivery: Parcels are not delivered.

Compensation is not payable for ordinary parcels lost, stolen or damaged.

GUINEA

Letter Post

Surface	}	See Schedule of Letter Rates.
Air Mail		

Insurance: No Service.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English; required thereafter top green label and form C2/CP3.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted), radio-active materials.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Insurance: No Service.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 written in French and English.

Prohibitions: Letters; charged butane gas lighters and refills (uncharged lighters are admitted and should be declared as such on the customs declaration form); counters resembling coin; weights and measures not of the decimal system; and, in addition, all goods bearing indications which suggest they are of French origin or manufacture when they are not.

Restrictions: Arms and other weapons, including air-guns; books and printed matter in Arabic; mineral waters; preserved plums, sardines, vegetables; saccharine and similar substances; spirits.

Delivery: Parcels are not delivered.

Overseas Post: Foreign Countries, *contd.***GUINEA BISSAU****Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French or Portuguese and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Bank-notes, currency notes and documents payable to bearer except in insured letters; butane gas lighters and refills; coin, gold, jewellery, platinum, precious stones, silver.

Restrictions: Drugs.

Parcel Post

Surface:	See Schedule of Overseas Surface and Air Post Rates.
Air No:	Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in French or Portuguese and English.

Insurance: No Service.

Prohibitions: Letters; arms; butane gas lighters and refills.

Restrictions: Drugs.

Invoice: An invoice certified by the competent authority in the country of origin is required for each consignment of goods over 550 escudos in value. The invoice must be sent direct to the addressee.

Sealing: Parcels should be sealed with a distinctive device.

Delivery: Parcels are not delivered.

HAITI**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Jewellery.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Insurance: No Service.

Overseas Post: Foreign Countries, *contd.***HAITI, *contd.***

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 written in French and English.

Prohibitions: Letters.

Restrictions: Drugs.

HAWAII—As for U.S.A.**HOLLAND—See Netherlands.****HONDURAS (Republic of)****Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Insurance: No Service.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French or Spanish and English required; thereafter top green label and form C2/CP3.

Items of value (e.g. coins, currency notes, gold, etc.) are not admitted in registered letters.

Prohibitions: Bank-notes, coin, currency notes, documents payable to bearer, gold, jewellery, platinum, precious stones, silver, printed matter of any kind containing communist propaganda.

Parcel Post

Surface: See Schedule of Oversea Surface and Air Parcel Post Rates.

Air: No Service.

Insurance: No Service.

Customs declarations: 3 forms C2/CP3 and 1 despatch note CP2 written in Spanish and English.

Prohibitions: Letters; arms; bank-notes, coin, currency notes, documents payable to bearer; gold, jewellery, platinum, precious stones, silver, printed matter of any kind containing communist propaganda, used clothing unless accompanied by a certificate of disinfection issued by the appropriate authorities.

Restrictions: Plants, seeds or other propagating material, including the packaging or earth containing them.

Invoice: A commercial invoice showing clearly the nature and actual value of the contents should be sent separately by letter post, addressed to "El Jefe de la Oficina de Paquetes Postales" at the place of destination.

Address: Every parcel addressed to a bank or other agent of the person for whom it is intended should bear, in addition to the agent's name and address, the name and address of the ultimate consignee.

Delivery: Delivery charges are collected from the addressees.

Overseas Post: Foreign Countries, *contd.***HONDURAS (Republic of), *contd.***

Advice of despatch: It is advisable to notify the addressee by letter post that a parcel has been sent, so that he may keep in touch with the local Examiner of Postal Parcels.

The words HONDURAS REPUBLIC (in block capitals) must be included in the address.

HONG KONG**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$200.

Prohibitions: Lottery tickets and football pool coupons, bank-notes, paper money, bonds payable to bearer, coin. Gold or silver bullion, articles of gold, silver or platinum, jewellery, precious stones, except in insured letters.

Restrictions: Drugs.

Import licence: A licence, to be obtained by the addressees in advance, is required for importation into Hong Kong of certain goods.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declaration: 1 Yellow form CP3.

Insurance: Limit \$200

Prohibitions: Coin, drugs or similar substances unless sent to a recognized or agreed institution, gold or silver bullion; intoxicants; lottery tickets and football pool coupons.

Restrictions: Drugs, wireless transmitting apparatus and parts thereof; fire-arms (including toy pistols) and parts thereof; watches and chronometers, rice, sugar, coffee.

Import licence: See paragraph under LETTER POST.

HUNGARY**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter (except insured letter) and small packet post—up to \$100 to green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$800.

Prohibitions: Narcotics. For other prohibitions see under PARCEL POST.

Overseas Post: Foreign Countries, *contd.***HUNGARY, *contd.***

Restrictions: See under Parcel Post. Gifts for private persons sent by letter post are subject to the same conditions as gifts sent by parcel post.

Parcel Post

Surface

Air

}

See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Prohibitions: Letters; charged butane gas lighters and refills (uncharged lighters are admitted and should be declared as such on the customs declaration form); wine essence; goods in sealed tins in gift parcels, artificial colouring matter, contraceptives; narcotics, spice extracts.

Restrictions: Alcohol; animal products; arms and ammunition; foreign publications and films; hearing aids; medicine and veterinary medicines; mineral waters; narcotics; pessaries; plants and parts of plants; precious metals; tobacco products; saccharin, postage stamps; articles containing alcohol or nicotine; wine; cocoa beans, oranges, mandarins, perfumes.

Gift parcels: Customs duties are payable. The parcels may contain certain items only, and in quantities which may not exceed a specified amount annually. If sent to private individuals an import licence is not required.

Gift parcels may be sent without import licences to Institutions and other charitable organizations. In these cases, there is no limit to the quantity of specified goods which may be sent.

Medicine may be included in gift parcels if it is sent in the manufacturer's original packing. The addressee must show that he is in need of the quantity sent.

Goods in hermetically sealed containers may not be included.

Parcels addressed to the Hungarian Red Cross are exempt from customs duty.

Detailed list of the contents, preferably written in Hungarian, must be (a) attached to the customs declaration form C2/CP3 and despatch note CP2 and (b) enclosed with the parcel.

Gift parcels which do not comply with Hungarian regulations are liable to be returned to senders at their expense.

Commercial parcels may be subject to import restrictions. A detailed invoice must be enclosed in each parcel.

Certificate of origin: Certificates of origin are required for many articles.

Despatch papers: If an import licence is sent with a consignment of parcels it should be enclosed in one of them; and all the parcels and relative despatch notes and customs declarations should show the Post Office serial number of the parcel containing the licence.

ICELAND**Letter Post**

Surface

Air Mail

}

See Schedules of Letter Rates.

Overseas Post: Foreign Countries, *contd.***ICELAND, *contd.***

Insurance: No Service.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Prohibitions: Bees, silkworms. See also under PARCEL POST.

Import licences: A licence, to be obtained by the addressee in advance, is required for the importation of most goods.

Invoice: Dutiable items must be accompanied by a detailed invoice, in duplicate.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Insurance: No Service.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2.

Prohibitions: Letters; charged butane gas lighters and refills, hay and straw, leaden toys, untanned furs and skins, used sacks, used clothing, rags.

Restrictions: Ammunition, alcoholic liquors; proprietary medicines, dried or preserved milk, narcotics, tobacco, wool.

Import licences and Invoices: See under LETTER POST.

INDIA**Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary and registered letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Items of value (e.g. coins, currency notes, gold, etc.) are not admitted in ordinary and registered letters.

Insurance: Limit \$440.

Prohibitions: Ammunition and weapons, charged butane gas lighters and refills; cotton (including cotton waste), gold, silver, or articles made of gold or silver, plants and parts of plants; celluloid and articles wholly or partly made of celluloid, photographic films (non-inflammable cinematograph films are admitted by letter post provided that the packets bear a label clearly marked in red characters. "This contains Non-inflammable Films Only"); cut flowers, tobacco; lottery tickets and circulars pertaining to lotteries; pearl necklaces; silk and artistic articles in silk, narcotics, account and manuscript books.

Restrictions: Chemicals, cigars, cigarettes, confectionery, currency notes including Indian currency notes; diamonds, (including industrial diamonds) and other precious stones; drugs and medicines, fountain pens (with or without gold nibs and caps) and parts thereof; lead and propelling pencils; lighters;

Overseas Post: Foreign Countries, *contd.***INDIA, *contd.***

machine tools; perfumes; playing cards; saccharin; spare parts for motor vehicles and textile machinery, spectacles and sunglasses; spirits; synthetic gems; watches and parts thereof, radio sets.

Address: Registered and insured packets addressed to post-box numbers only, that is, without the actual address of the addressee, are inadmissible. The postal code should be included in the address and should be placed after the word INDIA.

Parcel Post

Surface

Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: Limit \$440

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 (a separate set for each parcel).

The customs declaration form C2/CP3 must give a precise description of the nature and value of the contents and all other details. The contents must be indicated in full detail, with a separate description of each article and its value.

The customs declaration forms must also give the gross and net weight of the parcel. They need not bear, in all cases, the authentic signature of the consignor. The name of the consignor may be given by hand, typewriter, rubber-stamp or other mechanical process.

Invoice: A copy of the invoice must always be inserted in the parcel and a note must be made in the customs declaration that this has been done.

Prohibitions: Letters, except one for the addressee; arms and parts thereof including toy, dummy or imitation revolvers or pistols, and clasp knives of which the blades are more than 3 inches long, appliances for discharging gas, charged butane gas lighters and refills; cotton and woollen piece-goods, cut flowers; gold, silver or articles made of gold or silver, jewellery; labels or woven goods bearing designs in imitation of paper money; lottery tickets and football pool coupons and literature relating thereto; pearl necklaces; quinine coloured pink; silk and artistic articles in silk; sulphur, subversive literature.

Restrictions: Bulbs and plants; chemicals; cigars, cigarettes and tobacco in any form; confectionery; currency notes including Indian currency notes; diamonds (including industrial diamonds) and other precious stones; fountain pens (with or without gold nibs and caps) and parts thereof; lead and propelling pencil; lighters; machine tools; perfumes; playing cards; potatoes and certain seeds; saccharin; spare parts for motor vehicles and textile machinery; spectacles and sun-glasses; spirits; synthetic gems, watches and parts thereof; wireless transmitting apparatus.

Certain drugs and medicines are admitted if sent for scientific or medical purposes. An import licence is required.

Overseas Post: Foreign Countries, *contd.***INDIA, *contd.***

Import Licence: A licence to be obtained by the addressee in advance is required for importation into India of all goods except *bona fide* gifts for private use which do not exceed 100 rupees in value.

Packing and marking: Parcels containing cinematograph or photographic films or articles made wholly or partly of celluloid must be labelled "CELLULOID". Tobacco must be enclosed in airtight containers and should be accompanied by a phyto-sanitary certificate stating that it is free from tobacco moth.

Address: The name of the province in which the place of address is situated should as far as possible, be included in the address. See also under Letter Post.

Parcels addressed to post-box numbers only, that is, without the actual address of the addressee, are inadmissible. See also under Letter Post.

Customs duty: Customs duty is levied in India on the full value of the articles sent, including postage, insurance, commission etc.

Compensation is not payable for damage to porcelain, glassware, and other exceptionally fragile articles.

INDONESIA (Islands of Bali, Banka, Billiton, Celebes, Java, Moluccas, Rhio, Sumatra, Timor)

Letter Post

Surface }
Air Mail } See Schedules of Letter Rates.

Insurance: No Service.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Articles subject to customs duty are not admitted in ordinary letters. Serums, vaccines and urgently required medicaments are permitted in all cases.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills; inflammable films; raw celluloid and articles made from celluloid, absinthe and similar beverages, printed matter in Chinese characters and language, currency notes, linen clothing, natural silk, and fabrics, leather goods, narcotics.

Restrictions: See under PARCEL POST

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.
Air: No Service.

Customs declarations: 3 forms C2/CP3 and 1 despatch note CP2. A separate set must be prepared for each parcel.

Insurance: No Service.

Overseas Post: Foreign Countries, *contd.*

INDONESIA, (Islands of Bali, Banka, Billiton, Celebes, Java, Moluccas, Rhio, Sumatra, Timor, *contd.*

Prohibitions: Absinth and similar beverages, letters, charged butane gas lighters and refills; drugs and similar substances; gold and silverware; fountain pens and pencil holders ornamented with precious metals; leather goods; coffee essences and coffee substitutes; raw celluloid and articles made of celluloid, inflammable films, currency notes, linen clothing, natural silk and fabrics, printed matter in Chinese characters and language, narcotics.

Restrictions: Firearms and parts thereof; plants and parts of plants (including fruit, seeds and potatoes), drugs and similar substances, weapons, lottery tickets, uniforms, white lead.

Marking: Parcels containing films and articles made of celluloid must be clearly marked on the customs declaration form C2/CP3 or green label "*Celluloid-keep away from fire*".

Import licences: An import licence is required for the importation of all goods.

Gift Parcels: Both the parcel and the customs declaration form C2/CP3 must be clearly marked "*Gift Parcel. For the personal use of the addressee.*"

IRAN**Letter Post**

Surface
Air Mail } See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Items of value (e.g. coins, currency notes, gold etc.) are not admitted in registered letters.

Insurance: No Service.

Prohibitions: Bank-notes of the National Bank of Iran, and bearer securities, butane gas lighters, coin, gold, jewellery, platinum, precious stones, silver. The importation of a wide range of general merchandise is prohibited. Senders should ascertain before posting whether the contents are admissible.

Address: BLOCK CAPITALS must be used.

Parcel Post

Surface
Air } See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: No Service.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2. The declaration forms must be completed in block capitals.

Prohibitions: Letters, bank-notes of the National Bank of Iran, coin, bearer securities, butane gas lighters and refills; firearms of every kind including sporting guns; narcotics. The importation of a wide range of general merchandise is prohibited. Senders should ascertain before posting whether the contents are admissible.

Overseas Post: Foreign Countries, *contd.***IRAN, *contd.***

Gift parcels: Residents in Iran may receive items valued up to 10,000 rials (approximately \$92) per annum, although full import duty is payable on such parcels. Parcels should be clearly marked **UNSOLICITED GIFT**.

Packing: Parcels must be packed in wood, metal, canvas, linen or similar material.

Sealing: Parcels must be sealed with a distinctive device.

Delivery: Additional charges for conveyance from the Iranian frontier are collected.

Compensation is not payable for damage to uninsured parcels containing porcelain, glassware and other exceptionally fragile articles.

Address: **BLOCK CAPITALS** must be used.

IRAQ

Letter Post
Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter (except insured letter) and small packet post-up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$160—Surface and principal towns only. See list under Parcel Post.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); lottery tickets, packets of coloured pictorial postcards by printed papers post; hair dye containing diamine; rubber balloons, binoculars, wireless apparatus.

Restrictions: Plants, diamonds, cotton in all forms, spirits, condensed milk.

Parcel Post

Surface
Air

} See Schedules of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2.

Insurance: Limit \$160 (see below).

Prohibitions: Letters, except one for the addressee; air-guns, arms and parts of arms, except sporting guns (admitted under permit), charged butane gas lighters and refills (uncharged lighters are admitted), woven goods bearing designs in imitation of paper money and so on; unmanufactured tobacco; hair dye containing diamine; rubber balloons, binoculars, transistor radios.

Restrictions: Cotton and cotton seeds (cotton goods are admitted); drugs and chemical supplies; liqueurs, wines and spirits; plants, parts of plants and bulbs; serums; wireless apparatus. Diamonds may only be imported on production of an import permit, a certificate of origin and a manufacturer's declaration approved by the official authorities of the country of origin; gold, gold coins and all foreign currency.

Overseas Post: Foreign Countries, *contd.***IRAQ, *contd.***

Marking: Parcels containing films or articles made of celluloid must be clearly labelled **CELLULOID**.

Import licences are required for many types of goods, and these should not be despatched until the necessary licence has been obtained by the addressee.

Insurance: List of places for which insured letters and parcels may be accepted

Amara	Diwaniyah	Kerballa	Mosul
Bab-	Erbil	Khanaqin	Najaf
Alsharki	Habbaniyah	Kirkuk	
Baghdad	Hillah		Ramadi
Basra	Kadhimiya	Kut	Sulaymaniya

Compensation is not payable for damage to parcels containing liquids, liquefiable substances or glass or other brittle articles.

IRISH REPUBLIC (EIRE)**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required: thereafter top green label and form C2/CP3.

Insurance: Limit \$800.

Prohibitions: As for PARCELS POST.

Restrictions: As for PARCELS POST.

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declaration: 1 Yellow form CP3.

Insurance: Limit \$800

Prohibitions: Letters, liquids and substances for analysis, etc. and pathological specimens, are admitted only by letter post lottery tickets, contraceptives, articles bearing false or deceptive descriptions, imitation postage stamps, shaving brushes made in Japan, tea or tobacco in concentrated form, preparations for prevention of venereal disease.

Restrictions: Air-raid precaution equipment, drugs, narcotics, articles of gold or silver plate, celluloid and films, seal skins, tyres and tubes, foodstuff, woven piece goods.

Overseas Post: Foreign Countries, *contd.***ISRAEL, including the following places.**

Acre	Hadera	Lydda Airport	Rmallah
Ashdod (Asoud)	Haifa	(Lod Airport)	Rmat-Gan
Babelsahira	Hebron (El-Khalil)	Nablus	Ramla (Ramble)
(Babelzahlich	Jenin	Nahariya	Rishon-Letsiyon
Jerusalem)		Nazareth	(Rishonlizion)
Beer-Sheba	Jericho	Nethanya	Rosh-Pina
Beit Jala	Jerusalem	Petah-Tikva	Tel-Aviv-Yafo
Beit Sahour	Kfar-Vitkin	Qalqilya	Tiberias
Bnei-Brak	Lydda (Lod)		
Bethlehem		Ra' anana	Tulkarm

Letter Post

Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3. Particulars in detail of each commodity must be shown on the customs declaration form C2/CP3.

Insurance: No Service.

Prohibitions: Bank and currency notes; charged butane gas lighters and refills (uncharged lighters are admitted, obscene articles, plants, weapons.

Restrictions: Arms, medicines, fruits and seeds.

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Prohibitions: Letters; arms and parts of arms, except sporting guns admitted under permit; bees, chemicals and chemical products; bank and currency notes, wines or spirituous liquors.

Restrictions: Cigarette papers; medicines, plants, fruits and seeds.

Foodstuff: Particulars in detail of each commodity must be shown on the customs declaration form C2/CP3.

Import licence: The importation of all classes of goods (except gift parcels) requires a licence to be furnished by the addressee in Israel, (see below). Parcels containing personal and household goods are free from customs duties.

Gift parcels: Goods other than foodstuffs. A single family may not receive more than one consignment of goods other than foodstuffs during a period of 3 months and no consignment may exceed £300 (Israel) in value.

Gift parcels are subject to full import duty. Customs declaration forms should be clearly marked "UNSOLICITED GIFT". Articles introduced into Israel in violation of the regulations will be confiscated. In certain cases delivery may be authorized against payment of a fine.

Overseas Post: Foreign Countries, *contd.***ISRAEL, *contd.***

Invoice: A copy of the relative invoice should be attached to the despatch note CP2 and customs declarations form C2/CP3 of every commercial parcel. Customs declaration which accompany a batch of parcels must show, in addition to the usual particulars, the total number of parcels, the serial numbers and the total value of the contents.

Compensation is not payable for damage to parcels containing liquids or semi-liquids.

ITALY (For Vatican City see separate entry).

Letter Post

Surface	} See Schedules of Letter Rates.
Air Mail	

Insurance: No Service.

Dutiable articles may be sent by small packet post-up to \$100 green label required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary and registered letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Items of value: (e.g. coins, currency notes, gold, etc.) are not admitted in registered letters.

Prohibitions: Arms; charged butane gas lighters and refills; clothing; bank-notes; perfumes; pharmaceutical preparations; photographic apparatus and films; playing cards, radio-active matter; saccharin; tea; tobacco, gold, jewellery, platinum precious stones and silver, mechanical lighters, haberdashery, lottery tickets.

Restrictions: Coffee, chocolate, alcohol, preserved foodstuffs, plants and seeds.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Insurance: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2. A copy of the invoice dated and signed by the sender must be attached to the despatch note CP2 and customs declaration form C2/CP3 for each commercial parcel or consignment of parcels posted at the same time to the same addressee.

Prohibitions: Letters, alcoholic beverages, butane gas lighters and refills, coins, precious metals, meat, dangerous substances, playing cards; potatoes, radio-active matter; saccharin and its products, unless addressed to authorized chemists; used clothing, narcotics, weapons.

Restrictions: Arms, cinematograph film; preserved foodstuff; mechanical lighters; patent medicines; plants, parts of plants and seeds; tobacco and its products, including nicotine; wireless apparatus.

Gift parcels: All gift parcels are subject to customs duty but import licences and certificates of origin are not required. They should be clearly marked "UNSOLICITED GIFT"; worn clothing are admitted in gift parcels only.

Compensation is not payable for damage to parcels containing liquids, fragile articles or perishable goods.

Overseas Post: Foreign Countries, *contd.***ITALY, *contd.***

Address: If the postcode is known it should be written to the left-hand side of the country post town

IVORY COAST**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Insurance: No Service.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary letters.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted). Uncut diamonds, radio-active materials, war materials, equipment for minting coins.

Restrictions: Books and printed matter in Arabic, plants, gold and articles of gold, saccharin.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Insurance: No Service.

Customs declarations: 4 forms C2/CP3 and 1 despatch note CP2 written in French and English; thereafter top green label and form C2/CP3.

Prohibitions: Letters, charged butane gas lighters and refills, counters resembling coins, weights and measures not of the decimal system; and, in addition, all goods bearing indications which suggest they are of French origin or manufacture when they are not, uncut diamonds, radio-active materials, war materials, equipment for minting coins.

Restrictions: Arms, including air-guns; books and printed matter in Arabic, gramophone records, mineral waters; preserved plums; tinned fish and vegetables; saccharin; and such substances, gold and articles of gold, poisonous substances, narcotics, alcohol and alcoholic beverages.

Delivery: Parcels are not delivered.

JAPAN**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Overseas Post: Foreign Countries, *contd.***JAPAN, *contd.***

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); pharmaceutical preparations, narcotics.

Restrictions: Coin; bank-notes, drugs, securities payable to bearer, gold bullion and articles manufactured mainly of gold; meats and meat products; plants and fruit; tobacco.

Invoice: Two copies of an invoice must accompany items containing merchandise.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Insurance: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Prohibitions: Letters, charged butane gas lighters and refills (uncharged lighters are admitted); pistols and revolvers; straw packing; seditious or treasonable matter against any government, radio-active substances, pharmaceutical preparations, narcotics.

Restrictions: Coin, bank-notes; cheques, letters of credit and other negotiable instruments; gold bullion and articles manufactured mainly of gold; drugs, meat and meat products; plants and fruit; tobacco, firearms and other lethal weapons, salt.

Marking: Parcels containing celluloid and articles of celluloid must be boldly marked in red with the word **CELLULOID**.

Import licence: The importation of parcels containing merchandise is subject to the production of an import licence by the addressee.

JORDAN**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Insurance: No Service.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted), bank-notes, literature or medical preparations relating to the treatment of venereal disease, shaving brushes from Japan and Europe.

Restrictions: Plants, narcotics.

Letter Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Insurance: No Service.

Customs declarations: 3 forms C2/CP3 and 1 despatch note CP2.

Overseas Post: Foreign Countries, *contd.***JORDAN, *contd.***

Prohibitions: Letters, bank-notes, precious metals, weapons, ammunition, lotteries, shaving brushes from Japan and Europe.

Restrictions: Arms, alcoholic liquors and plants.

Packing: Parcels must be packed in wood, tin, canvas, linen or similar material, or fibre-backed paper.

Import licence: An import licence is required for the importation of all goods.

KAMARAN ISLAND—See SOUTHERN YEMEN—People's Republic of

KAMPUCHEA—Democratic

Letter Post

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary and registered letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Items of value (e.g. coins, currency notes, gold, etc.) are not admitted in ordinary and registered letters.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); current coin, platinum, gold or silver, precious stones, jewellery.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.

Air: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted and should be declared as such on the customs declaration form); cigarettes, contraceptives; vegetable preserves, garlic and shallots, fruit and fruit concentrates, saccharin and similar substances.

Restrictions: Arms, medicines; weights and measures.

Import licences: An import licence is required for all commercial parcels.

Places for which parcels may be accepted:—

Banam	Kompongtrach	Snoul
Battambang	Kratie	Stungtrang
Kampot	Mimot	Suong
Kompongcham	Phnom-Penh	Svayrieng
Kampongchnang	Preyveng	Takeo
Kompongspou	Pursat	
Kompongthom	Siemrep-Angkor	

Overseas Post: Foreign Countries, *contd.***KENYA****Letter Post**

Surface }
 Air Mail } See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$240.

Prohibitions: All kinds of air guns, safety, toy and alarm pistols, and parts thereof or other articles having the appearance of, or capable of conversion into lethal weapons, firearms and the essential parts of firearms e.g. barrels, all action, bolts and bolt-housings, safety nuts, firing pins and springs, triggers and springs, safety catches, stocks, ready or half cut and those magazines which are fixed to the action; bank and currency notes except in registered letters, coin unless for purposes of ornament; unmanufactured platinum gold and silver, radio-active materials, articles bearing fictitious stamps used to denote payment of postage or fees.

Restrictions: Drugs, plants and seeds; publications dealing with marriage or birth control, precious metals; coins exceeding 100 Kenya Shillings.

Marking: Parcels containing films must bear a white label boldly marked in block letters FILMS.

Address: Correspondence must include a Post Office Box or private Bag number in the address.

Parcel Post

Surface }
 Air } See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: Limit \$240.

Customs declaration: 1 Yellow form CP3.

Prohibitions: Letters, except one for the addressee; trade and immature spirits; all kinds of air-guns, safety, toy and alarm pistols, or other articles having the appearance of, or capable of conversion into lethal weapons, firearms, and the essential part of firearms, e.g. barrels, all actions, bolts and bolt housings, safety nuts, firing pins and springs, triggers and springs, safety catches, stocks ready or half-cut and those magazines which are fixed to the action, radio-active materials articles bearing fictitious stamps used to denote payment of postage or fees.

Restrictions: Accoutrements, uniforms or clothing which when worn may give the impression that the wearer is in Government employment; drugs, fresh fruit, plants and seeds; publications dealing with marriage or birth control; rat virus; second-hand clothing and bedding imported for sale; unmanufactured gold, silver and metal of the platinoid groups, coins exceeding 100 Kenya Shillings.

Import licence: An import licence is required for all commercial parcels.

Invoice: An invoice on the approved form signed by the sender must be enclosed. The parcel should be marked on the address side "*Invoice enclosed*"

Overseas Post: Foreign Countries, *contd.***KENYA, *contd.***

Packing and marking: Parcels should be very strongly packed, preferably in waterproof material. Those containing films must bear a white label boldly marked in black letters—FILMS.

Delivery: Parcels should include a Post Office Box or Private Bag number in the address. They are not delivered.

Compensation is not payable for ordinary parcels lost, stolen or damaged.

KOREA**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by registered letter post to the Republic of Korea (i.e. South) only—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Bank-notes, coins, gold, silver, other precious metals and jewellery, articles and machines used for the manufacture of tobacco; clothing; narcotics; salt; seeds; toilet articles, charged butane gas lighters and refills (uncharged lighters are admitted); arms and parts thereof including toy imitations, paper money or securities payable to bearer; cheques (except in registered letters).

Restrictions: Cigarettes and tobacco. There are also restrictions on the importation of plants and vegetable products.

Address: Correspondence should be addressed in the usual way, but the address should be shown also in Korean characters, if known, and should include the words Democratic Peoples Republic of Korea (i.e. North) or the Republic of Korea (i.e. South) as appropriate.

Parcel Post (Parcels are accepted for the Republic of Korea (i.e. South only).

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.

Air: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: No Service.

Prohibitions: Letters; coins, gold, silver, other precious metals and jewellery; charged butane gas lighters and refills (uncharged lighters are admitted); arms and parts thereof including toy imitations; articles and machines used for the manufacture of tobacco; clothing (except in gift parcels); narcotics; salt; seeds; toilet articles, textile fabrics.

Restrictions: Cigarettes and tobacco, plants and vegetable products.

Marking: Parcels containing articles of celluloid must be boldly marked in red with the word CELLULOID.

Gift parcels: The contents must be limited to essential relief items; namely:—(a) clothing, medicines or similar articles; or (b) non-perishable foodstuffs—Toys may be included. The parcel and the customs declaration form C2/CP3 must be clearly marked "GIFT PARCEL, UNSOLICITED GIFT."

Overseas Post: Foreign Countries, *contd.***KUWAIT****Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Alcoholic drinks, drugs, arms and ammunition (or parts thereof); charged butane gas lighters and refills (uncharged lighters are admitted); cultured, imitation, artificial and bleached pearls, containers enclosing butane or other pressurised gases.

Restrictions: Jewels, precious stones and metal; narcotics.

Address: The correct postal address is **KUWAIT**. No other description is required.

Parcel Post

Surface

Air

} See Schedules of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 1 Yellow form CP3.

Insurance: No Service.

Prohibitions: Alcoholic drinks, letters, except one for the addressee; arms and ammunition (or parts thereof); charged butane gas lighters (uncharged lighters are admitted); cultured, imitation, artificial and bleached pearls, drugs, used clothing, containers enclosing butane or other pressurised gases.

Restrictions: Jewels, precious stones and metal, narcotics, malt extract.

Packing: Parcels should be very strongly packed.

Delivery: Parcels are not delivered.

Address: See under **LETTER POST**.

LABUAN, See Sabah.

Overseas Post: Foreign Countries, *contd.*

LAO (Peoples Democratic Republic)

Letter Post

Surface	}	See Schedules of Letter Rates.
Air Mail		

Insurance: No Service

Dutiable articles maybe sent by letter and small packet post—up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); current coin, narcotics.

Address: The address must be written in Roman letters and Arabic figures.

Parcel Post

Surface	—	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	—	No Service.

Parcels are accepted for the following places only: Khammouane, Luangprabang, Pakse, Paksong, Saravane, Savannakhet, Sayaboury and Vientiane.

Insurance: No Service.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2.

Prohibitions: Saccharin and similar products, narcotics.

Restrictions: Arms and parts thereof, ammunition, weapons.

LATVIA (Same as for U.S.S.R.)

LEBANON

Letter Post

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French or Arabic and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Butane gas lighters and refills; Cigarette papers; articles and machines used for the manufacture of cigarettes and tobacco; saccharin; salt; contraceptives and publications relating thereto, narcotics.

Restrictions: Shaving brushes, alcoholic beverages.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Overseas Post: Foreign Countries, *contd.***LEBANON, *contd.***

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2.

Insurance: Limit \$320.

Prohibitions: Letters, cigarette papers; articles and machines used for the manufacture of cigarettes and tobacco; saccharin; salt; contraceptives and publications relating thereto; butane gas lighters and refills.

Restrictions: Shaving brushes, alcoholic beverages.

Import licence: Certain saleable goods may be imported without an import licence.

Parcels are accepted for Beirut Saida, Tripoli-Marine and Zahle only.

Gift parcels: Import duty is payable on all gifts except books. Parcels must be clearly marked "UNSOLICITED GIFT".

Wharfage dues may be levied on the parcels at time of delivery.

Delivery: Parcels are not delivered.

Compensation is not payable.

LEEWARD ISLANDS See Antigua, Montserrat, St. Kitts-Nevis and Anguilla.

LESOTHO**Letter Post**

Surface }
Air Mail } See Schedules of Letter Rates.

Dutiable Articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); honey, printed matter relating to football pools.

Restrictions: Arms and ammunition, bees, leeches, and silkworms, parasites and destroyers of noxious insects intended for the control of these insects and exchanged between officially recognised institutions; cheese, cigarettes, offensive weapons of every kind and articles bearing a resemblance or capable of conversion to a weapon, including pocket knives and toy pistols, plants and seeds, serums and vaccines, spirits, yeast, worn clothing.

Import licences are required for many classes of goods.

Parcel Post

Surface }
Air } See Schedule of Oversea Surface and Air Parcel Post Rates.

Customs declarations: 1 Yellow form CP3.

Declaration must show the current value of the finished article in the open market at the time of despatch.

Overseas Post: Foreign Countries, *contd.***LESOTHO, *contd.***

Insurance: No Service.

Prohibitions: Letters, articles reproduced by prison labour, bullion, charged butane gas lighters and refills (uncharged lighters are admitted); coin, eau-de-Cologne, honey and old bee keeping appliances, oilskins and similar oiled goods, precious stones except in registered letters, worn clothing.

Restrictions: Arms and ammunition of every kind, articles bearing a resemblance or capable of conversion to a weapon including pocket knives and toy pistols, bees, leeches, silkworms, parasites and destroyers of noxious insects intended for the control of these insects and exchanged between officially recognised institutions, cheese, cigarettes and unmanufactured leaf tobacco, military uniforms and equipment, plants and seeds, serum, vaccine, and similar preparations, spirits, worn clothing, yeast.

Invoice: A certified invoice is required for each commercial parcel and it must be sent separately.

Import licences are required for many classes of goods. A licence is not required for a *bona fide* Gift parcel which does not exceed \$10 in value.

Compensation is not payable for ordinary parcels lost, stolen or damaged.

Delivery: Parcels are not delivered.

LIBERIA**Letter Post**

Surface }
Air Mail } See Schedules of Letter Rates.

Dutiable articles may be sent by small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Coins, securities, precious metals, alcoholic beverages, lottery tickets, football pool coupons.

Restrictions: Arms, ammunition, pharmaceutical products.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.
Air: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: No Service.

Prohibitions: Letters.

Invoice: A Consular invoice is required for every parcel. It is not necessary for these documents to be enclosed in the parcel.

Packing: Parcels should be enclosed in waterproof covers if possible.

Overseas Post: Foreign Countries, *contd.***LIBERIA, *contd.***

Delivery: Parcels are not delivered, except from certain offices.

LIBYA (Cyrenaica, Tripolitania and the Fezzan)**Letter Post**

Surface
Air Mail } See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3 for printed papers as well as letter posts items.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); gold; jewellery, platinum, precious stones, silver, paper money, coin and negotiable instruments payable to bearer; tobacco in any form, salt, tea.

Restrictions: Narcotics, serums, chemical products, plants, ammunition, weapons.

Parcel Post

Surface
Air } See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: No Service.

Prohibitions: Letters; arms (except sporting guns) and parts thereof; alcohol, currency, gold or silver coins or bullion; printed matter, designs or emblems contrary to public order; tobacco in any form, pork and pork products.

Restrictions: Opium, morphine, cocaine and other narcotics; plants, seeds; saccharin; salt; tea, serums, vaccines, virus and similar substances; sporting guns; weights and measures.

Import licences are required for many classes of goods. Licences are not required in respect of parcels up to \$10 in value.

Invoice: Commercial parcels must be accompanied by an invoice and a duplicate invoice dated and signed by the sender. They must be accompanied by a certificate from the despatching firm that the contents are solely of a commercial nature.

Delivery: Parcels are not delivered.

LIECHTENSTEIN—See Switzerland.

LITHUANIA—Same as U.S.S.R.

LUXEMBOURG**Letter Post**

Surface
Air Mail } See Schedules of Letter Rates.

Overseas Post: Foreign Countries, *contd.***LUXEMBOURG, *contd.***

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French or German and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Restrictions: Narcotics.

Parcel Post

Surface

Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 written in French or German and English; thereafter top green label and form C2/CP3.

Insurance: Limit \$230.

Prohibitions: Letters.

Restrictions: Arms; fresh fruit; game; meat; potatoes; saccharin and similar substances; wine and similar beverages, narcotics.

Import licence: The importation of certain goods requires an import licence.

MACAO**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French or Portuguese and English required; thereafter top green label and form C2/CP3.

Insurance: Limit \$200.

Restrictions: Drugs, narcotics.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.

Air Mail: No Service.

Customs declaration: 1 yellow form CP3 written in French or Portuguese and English.

Insurance: Limit \$200.

Prohibitions: Letters; arms except under permit, ammunition, lottery tickets.

Invoice: A Portuguese consular invoice is required for parcels valued at over 90 patacas. These invoices should be sent direct to the addressee.

MACIAS NGUEMA BIYOGO—See Equatorial Guinea

MADAGASCAR (Democratic Republic of)—See Malagasy Republic

MADEIRA**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Overseas Post: Foreign Countries, *contd.***MADEIRA, *contd.***

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$800.

Prohibitions: Coin, gold, jewellery, platinum, precious stones, silver, tobacco, unobliterated postage stamps.

Restrictions: Medicines.

Customs duty: Books are liable to customs duty.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.

Air: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: Limit \$200.

Prohibitions: Letters, gold; gold dust; oilskins and similar oiled goods; tobacco; unobliterated postage and other stamps, bonds and orders payable to bearer, except in insured parcels.

Restrictions: Arms, medicines; plants; saccharin and similar substances.

Invoice: A Portuguese consular invoice is required for parcels valued at over 550 escudos. The invoices should be sent direct to the addressee.

Packing: Celluloid (seasoned), films and other articles made of celluloid must be packed in soldered tin boxes enclosed in strong wooden boxes.

Delivery: Parcels are not delivered.

MAJORCA—See Balearic Islands

MALAGASY REPUBLIC including Ste. Marie and Nossi-Be).

Letter Post

Surface

Air Mail

} See Schedule of Overseas, Surface and Air Parcel Post Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted) contraceptives, coin and jewellery, gold and silver, platinum, precious stones; tobacco, cigarettes and cigars sent to private individuals, radio-active materials.

Restrictions: Seedlings.

Parcel Post

Surface

Air Mail

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Overseas Post: Foreign Countries, *contd.***MALAGASY REPUBLIC** including Ste. Marie and Nossi-Be, *contd.*

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 written in French and English.

Insurance: No Service.

Prohibitions: Letters; contraceptives, charged butane gas lighters and refills (uncharged lighters are admitted and should be declared as such on the customs declaration form C2/CP3); saccharin; spirits, tobacco, cigarettes and cigars sent to private individuals, radio-active materials.

Restrictions: Arms and ammunition, tube feeding bottles; dummies and teats, medicaments, narcotics.

Sealing: Parcels should be sealed with a distinctive device.

Delivery charges: Additional charges for conveyance from the port of landing are collected from the addressees.

Delivery: Parcels are not delivered.

MALAWI**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); arms, radio-active substances.

Restrictions: Drugs and medicines.

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declaration: 1 Yellow form CP3.

Insurance: No Service.

Prohibitions: Letters, aphrodisiacs, articles produced by prison labour, charged butane gas lighters and refills (uncharged lighters are admitted); honey, trade spirits, radio-active substances.

Restrictions: Firearms, medicines and drugs; ostrich feathers; plants, roots, seeds and bulbs; viruses, vaccines and serums.

The name and formula or composition of all medicines must be boldly indicated in English on the container.

Invoice: It is recommended that invoices and certificates of origin be inserted in commercial parcels.

Overseas Post: Foreign Countries, *contd.***MALAWI, *contd.***

Import licences are required for certain classes of goods.

Packing: Parcels should be wrapped in waterproof covers if possible.

Wharfage dues payable by the addressees may be levied in South Africa on parcels forwarded via Capetown.

Compensation is not payable.

Delivery: Parcels are not delivered.

MALAYSIA (Johore, Kedah, Kelantan, Malacca, Negri Sembilan, Pahang, Penangk. Pera, Perlis, Selangor and Trengganu). For Sabah and Sarawak see separate entries.

Letter Post

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$130 to certain places only; see under PARCEL POST.

Prohibitions: Coins, precious metals and stones, charged butane gas lighters and refills; coin, platinum, gold, silver, precious stones, jewellery and other precious articles, lottery tickets.

Restrictions: See under PARCEL POST.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declaration: 1 Yellow form CP3.

Prohibitions: Letters, arms of every kind including sporting guns and pistols or their component parts, charged butane gas lighters and refills, coin, platinum, gold, silver, precious stones, jewellery and other valuable articles, and negotiable instruments payable to bearer except in insured parcels.

Restrictions: Fats and oils, intoxicating liquors (excluding beer), toy pistols, lubricating oil, gold (including raw, smelted or manufactured gold, gold bullion or gold coin and articles made wholly or partly of gold) diamonds and diamond-set jewellery, certain plants and seeds.

Marking: Parcels containing non-inflammable films must bear a white label boldly marked in black *Films Non-inflammable*.

MALDIVES (Republic of)**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Overseas Post: Foreign Countries, *contd.***MALDIVES, (Republic of *contd.***

Insurance: No Service.

Prohibitions: Alcoholic drinks.

Restrictions: Arms, narcotics, plants and seeds.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: No Service.

Prohibitions: Alcoholic drinks.

Restrictions: Arms; plants, seeds; wireless telegraph apparatus, chemical products.

Compensation is not payable for damage to fragile or perishable articles.

MALI**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Items subject to Custom duty are not accepted in ordinary letters.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted), radio-active material, arms, spirits, counters resembling coin.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in French and English.

Insurance: No Service.

Prohibitions: Letters, counters resembling coin; drugs unless an import licence has been obtained; weights and measures not of the decimal system; radio-active material and in addition all goods bearing indications which suggest they are of French origin or manufacture when they are not.

Restrictions: arms, including air-guns; books and printed matter in Arabic; mineral waters; preserved plums, sardines and vegetables; saccharin and similar substances; spirits.

Delivery: Charges are collected from the addressees.

Overseas Post: Foreign Countries, *contd.***MALTA****Letter Post**Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter (except insured) and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$800.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); coins, gold, jewellery, platinum, precious stones and silver; football pool coupons, flick and gravity knives and flick guns.

Restrictions: See PARCEL POST

Parcel PostSurface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declaration: 1 Yellow form CP3.

Insurance: Limit \$800.

Prohibitions: Letters, except one for the addressee; arms except under permit; contraceptives; football pool coupons, flick and gravity knives and flick guns, shaving brushes from Japan, plants.

Restrictions: Butane gas lighters and refills are admitted provided that the flint is removed from the lighter and sent separately, narcotics, weapons.

Insurance: Any insured parcel which cannot be delivered to the addressee in Malta will be returned as an ordinary uninsured parcel.

Compensation is not payable for ordinary parcels, lost, stolen or damaged.

MARIANA ISLANDS**Letter Post**Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

General conditions: Same as U.S.A.

Parcel PostSurface: See Schedule of Overseas Surface and Air Parcel Post Rates.
Air: No Service.

Insurance: No Service.

Customs declaration: 1 Yellow form CP3.

Overseas Post: Foreign Countries, *contd.***MARQUESAS ISLANDS**—See French Polynesia**MARSHALL ISLANDS****Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 **green** label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

General conditions: Same as U.S.A.

Parcel Post

Surface:	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air:	No Service.

Customs declaration: 1 Yellow form CP3.

General conditions: Same as U.S.A.

MARTINIQUE—See French West Indies**MAURITANIA****Letter Post**

Surface	}	See Schedule of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 **green** label written in French and English required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary letters.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); radio-active materials, alcoholic beverages, watches.

Restrictions: Narcotics, drugs, colouring matter.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in French and English.

Insurance: No Service.

Overseas Post: Foreign Countries, *contd.***MAURITANIA, *contd.***

Prohibitions: Letters; counters resembling coin; alcoholic beverages, plants, weights and measures not of the decimal system; and, in addition, all goods bearing indications which suggest they are of French origin or manufacture when they are not.

Restrictions: Arms, including air-guns; drugs, books and printed matter in Arabic; mineral waters; preserved plums, sardines and vegetables; saccharin and similar substances; narcotics, colouring matter.

Delivery: Parcels are not delivered. Charges are collected from the addressees.

MAURITIUS (including Rodriguez Island).**Letter Post**

Surface }
Air Mail } See Schedules of Letter Rates.

Dutiable articles may be sent by letter (except insured letter) and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$280. See under PARCEL POST.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are, admitted); coin, bank-notes and currency notes, bearer securities, precious stones, jewels.

Restrictions: Medicines and drugs, narcotics.

Parcel Post

Surface }
Air } See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declaration: 1 Yellow form CP3.

Insurance: Limit \$280.

Prohibitions: Letters; ammunition, charged butane gas lighters and refills (uncharged lighters are admitted); worn clothing for sale, Japanese shaving brushes, turtle-shell, plants.

Restrictions: Medicines and drugs; narcotics.

Import licences: Import licences are required for some classes of goods.

Delivery: Parcels are not delivered.

COMPENSATIONS is not payable for ordinary parcels lost, stolen or damaged.

Overseas Post: Foreign Countries, *contd.*

MEXICO

Letter Post

Surface }
Air Mail } See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Items of value (e.g. coins, currency notes, gold etc.) are not admitted in registered letters.

Insurance: No Service.

Prohibitions: Arms, ammunition, weapons, bank-notes and securities payable to bearer; toilet preparations; medicines and vaccines, for the treatment of foot-and-mouth disease, bees, confectionery and preserve containing chocolate, babies comforters, lottery tickets.

Restrictions: Advertising matter, calendars and loose leaf catalogues; medicines, plants and seeds; radio-active materials, cigar and boxes of cigarettes must bear Mexican revenue stamps affixed by the makers and obtainable from the Ministry of Finance, Mexico.

Import Licence is required for the importation of many classes of goods.

Parcel Post

Surface }
Air } See Schedule of Overseas Surface and Air Parcel Post Rates

Customs declaration: 1 Yellow form CP3 written in Spanish or French and English.

Insurance: No Service.

Prohibitions: Letters; Comforters, coins, fruit; tinned meat; vaccines and medicines for the treatment of foot-and-mouth disease, narcotics, lottery tickets.

Restrictions: Arms; cosmetics, insects, medicines; plants, seeds and vegetables; radio-active materials. Cigars and boxes of cigarettes must bear Mexican revenue stamps affixed by the makers and obtainable from the Ministry of Finance, Mexico.

Gift Parcels: Import licences are required for parcels valued at more than 200 Mexican pesos and gifts must not be sent unless the addressee has obtained the necessary import permit, and is willing to pay customs duties and other charges. Import licence is required for the importation of many classes of goods.

Invoice: A commercial invoice in triplicate is required for each parcel exceeding a value of 1000 Mexican pesos. This must be inserted in the parcel and the wrapper of the parcel should be so noted. A consular visa is not required.

Compensation is not payable.

MINORCA—See Balearic Islands.

MONACO—Same as France.

MONGOLIA—INNER—Same as China (Peoples Republic of)

Overseas Post: Foreign Countries, *contd.*

MONGOLIA, OUTER—Same as Union of Soviet Socialist Republics except that Insurance and Parcel services are not available.

MONTserrat**Letter Post**

Surface }
Air Mail } See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Packets of pictorial postcards by printed paper post.

Restriction: Drugs.

Parcel Post

Surface }
Air } See Schedule of Overseas Surface and Parcel Post Rates.

Customs declaration: 1 yellow form CP3.

Insurance: Limit \$40. Surface parcels and for Plymouth only.

Prohibitions: Letters, except one for the addresses;

Restrictions: Arms, drugs, worn clothing.

MOROCCO**Letter Post**

Surface }
Air Mail } See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in Spanish or French and English required; thereafter top green label and form C2/CP3.

Prohibitions: Absinthe, arms, ammunition; denatured alcohol, charged butane gas lighters and refills (uncharged lighters are admitted); coin, gold, jewellery, platinum, precious stones, silver; counterfeit Moroccan coins and medals; lottery tickets and advertisements (except those connected with Moroccan Government lotteries); seditious literature; spirits; adulterated food and drink.

Restrictions: Bank-notes and currency notes, bees and leeches, plants and parts of plants; raw skins; tobacco; weights and measures; wines.

Parcel Post

Surface }
Air } See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in French or Spanish and English.

Overseas Post: Foreign Countries, *contd.***MOROCCO, *contd.***

Prohibitions: Letters; absinthe, arms, ammunition, denatured alcohol, certain alcoholic appetizers; charged butane gas lighters and refills; (uncharged lighters are admitted and should be declared as such on the customs declaration form C2/CP3); counterfeit Moroccan coins and medals; lottery tickets and advertisements (except those connected with Moroccan Government lotteries); seditious literature; spirits; adulterated food and drink, radio-active materials.

Restrictions: Tobacco in any form; bees and leeches, opium, morphine and cocaine, plants and parts thereof, raw skins, weights and measures, wireless sets.

Import licences are required for all commercial parcels.

MOZAMBIQUE**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French or Portuguese and English required; thereafter top green label and form C2/CP3. Packets must also be conspicuously marked *En Douane*.

Insurance: No Service.

Prohibitions: Ammunition, butane gas lighters and refills, tobacco.

Restrictions: Medicines, arms, ammunitions.

Customs duty: Books are liable to customs duty.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Custom declarations: 1 form C2/CP3 and 1 despatch note CP2 written in French or Portuguese and English.

Insurance: No Service.

Prohibitions: Butane gas lighters and refills; letters; narcotics.

Restrictions: Arms, medicines, plants, saccharin and similar substances.

MUSCAT—See Oman Sultanate of

NAMIBIA—As for South Africa

NAURU**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Overseas Post: Foreign Countries, *contd.***NAURU, *contd.***

Prohibitions: Blank invoice forms; documents of monetary value (cheques, money orders and so on) except in registered letters; spirits; tobacco, cigars, cigarettes and snuff.

Restrictions: Dyes; plants and parts of plants, including fruit.

Parcel Post

Surface: } See Schedule of Overseas Surface and Air Parcel Post Rates.
Air: } No Service.

Customs declarations: 1 yellow form CP3.

Insurance: No Service.

Prohibitions: Letters, blank invoice forms; confectionery containing spirits; spirit, tobacco, cigars, cigarettes and snuff.

Restrictions: Arms; bees; drugs, cinematograph films and advertisements relating thereto; dyes; plants and parts of plants, including fruit; vaccines, serums and viruses, tinned meats.

Compensation is not payable for parcels lost, stolen or damaged.

NEPAL**Letter Post**

Surface }
Air Mail } See Schedules of Letter Rates.

Dutiable articles may be sent by small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary and registered letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Items of value (e.g. coins, currency notes, gold, etc.) are not admitted in registered letters.

Insurance: No Service.

Prohibitions: Same as Parcel Post.

Parcel Post

Surface }
Air } See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2.

Insurance: No Service.

Prohibitions: Arms and ammunition; beverages containing more than 60 percent alcohol; drugs and similar substances; certain tobacco products; vegetable oils; wireless transmitters.

Compensation is not payable for parcels deemed to have been delivered on presentation of a genuine Postal Identity Card.

Overseas Post: Foreign Countries, *contd.*

NETHERLANDS, THE

Letter Post

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$800.

Prohibitions: Absinthe; celluloid and inflammable films; butane gas lighters and refills; radio-active matter, waste from manufacture of aniline dyes containing arsenic, munitions.

Restrictions: Bees and honeycombs, dried milk products; serums and vaccines; narcotics.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2. Items containing merchandise must be accompanied by an invoice attached to the Customs declaration form C2/CP3.

Insurance: Limit \$460.

Prohibitions: Letters; Absinthe, butane gas lighters and refills; celluloid and inflammable films; firearms and parts thereof except under permit; radio-active matter.

Restrictions: Bees and honeycombs; dried milk products, meat products, narcotics, plants and parts thereof, serums and vaccines, weapons, plants, waste from manufacture of aniline dyes containing arsenic, munitions. The importation of many articles is also subject to the production of a permit.

Import Licence is required for the importation of many goods.

Marking: The customs declarations form C2/CP3 for parcels or packets containing non-inflammable film must be marked—Non-inflammable, Safety or Sicherheits.

NETHERLANDS ANTILLES (Curacao, Aruba, Bonaire, St. Maarten (or St. Martin), St. Eustatius, Saba).

Letter Post

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$800.

Prohibitions: Weapons.

Restrictions: Narcotics.

Overseas Post: Foreign Countries, *contd.*

NETHERLANDS ANTILLES (Curacao, Aruba, Bonaire, St. Maarten (or St. Martin), St. Eustatius, Saba), *contd.*

Address: The words "Netherlands Antilles" must be included in the address on all mail for each island.

Parcel Post

Surface:	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air:	

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: Limit \$160.

Prohibitions: Letters, coins of copper, bronze or nickel, arms, except under permit.

Restrictions: Weapons.

Address: The words "Netherlands Antilles" must be included in the address of parcels for each island.

NEVIS—See ST. KITTS-NEVIS

NEW CALEDONIA**Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Current coins; serums; tobacco; vaccines; playing cards, firearms.

Parcel Post

Surface:	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air:	

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in French and English.

Insurance: No Service.

Prohibitions: Letters; arms; alcohol; playing cards; saccharin; serums, vaccines, toxins and similar substances; tobacco (leaf or manufactured).

Delivery is confined to Nouméa.

Compensation is not payable.

Overseas Post: Foreign Countries, *contd.*

NEW GUINEA TERRITORY—See Papua New Guinea.

NEW HEBRIDES (including Banks and Torres Islands)

Letter Post

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Plants; playing cards.

Restrictions: Articles of gold; bank-notes, currency notes, documents payable to bearer; coin; insulin; medicines; serums, vaccines and similar preparations.

Parcel Post

Surface:	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air:		

Customs declaration: 1 Yellow form CP3.

Insurance: No Service.

Prohibitions: Letters; arms (except sporting guns under permit); candles; playing cards; saccharin; tobacco essence.

Restrictions: Fish and game; fresh fruit, fresh vegetables and potatoes, gramophone records; liquors and spirits, preserved fish, plums and vegetables; living plants, roots, bulbs, shrubs.

Import licence is required for the importation of many classes of goods.

NEW ZEALAND

Letter Post

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$740.

Prohibitions: Drugs except under permit, letters bearing libellous or objectionable characteristics.

Restrictions: Bulbs, fruit, plants and seeds, grain by-products and any plant grain, product in a form suitable for feeding to stock, all meat products, living animals, narcotics.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Overseas Post: Foreign Countries, *contd.*NEW ZEALAND, *contd.*

Customs declaration: 1 Yellow form CP3.

Insurance: Limit \$100.

Prohibitions: Letters; drugs except under permit, radio-active substances, brushes of Asian origin, indecent and obscene articles, cooking utensils lined with lead, goods produced by prison labour, therapeutic apparatuses.

Restrictions: Firearms, bees and bee-keeping appliances; bulbs, fruit, plants and seeds, grain and grain by-products and any plant product in a form suitable for feeding to stock; all meat products; coins; dangerous drugs; second-hand clothing, except gifts for personal use; skins; feathers or eggs of birds; toilet articles made of animal hair; veterinary biologics, coffee.

Import licences are required for most goods. *bona fide* gifts up to \$40 in value are exempted; goods which do not exceed \$20 in value for each parcel, for the importer's own domestic use, and not intended for sale or business, or for use in trade, calling or profession of the importer.

Compensation is not payable for uninsured parcels containing liquids, semi-liquids, perishable or fragile articles.

NEW ZEALAND ISLAND TERRITORIES (Cook Islands, namely Rarotonga, Mangaia Atiu, Aitutaki, Mitiaro, Manuke (Parry) and Hervey (Manuae); also Palmerston, Niue, Danger, Rikahanga, Manihiki, Penrhyn and Suwarrew, Tokelau (Union) Group, Atafu, Fakaofu and Nukunono).

NICARAGUA

Letter Post

Surface	} See Schedules of Letter Rates.
Air Mail	

Datable articles may be sent by letter and small packet post—up to \$100 green label written in Spanish and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Bank-notes, coin, gold, silver and platinum, communist material or literature, lottery tickets.

Restrictions: Pharmaceutical preparations, worn clothing.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.

Air: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in Spanish and English.

Insurance: No Service.

Overseas Post: Foreign Countries, *contd.***NICARAGUA, *contd.***

Prohibitions: Letters; firearms except under permit; petrol lighters; telegraph apparatus. Communist material or literature is liable to confiscation; weapons.

Restrictions: Cigars, cigarettes.

Invoice: Four copies of a Commercial invoice made out in Spanish, countersigned by a Nicaraguan Consul are required. The original must be sent in the parcel and a note to that effect made on the wrapper.

NIGERIA**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$120.

Prohibitions: Air mail photographic printing paper; alcohol; any negotiable instrument payable to bearer unless by registered post; articles of a fraudulent nature; bank-notes; coin; currency notes except from a bank and addressed to a bank in Nigeria; gold and silver in manufactured state; living creatures; lottery circulars, betting circulars, advertisements concerning an illegal business, fortune-telling advertisements; coupons relating to football pools.

See also under **PARCEL POST**

Restrictions: Bees, leeches and silkworms conveyed in specially constructed boxes; penicillin, streptomycin and similar substances except under licence; precious stones and manufactured gold, platinum or silver are admitted if not more than \$10 in value; medicines including proprietary preparations, advertisements relating to the treatment of venereal diseases.

Import Licences are required for a number of articles (other than those contained in *bona fide* gift parcels).

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 1 Yellow form CP3.

Insurance: Limit \$12.

Prohibitions: Let ers, except one for the addressee; alcohol; all types of earth; aphrodisiac materials; arms including shot-guns; caps and metal cartridges for firearms; counterfeit coin or currency of any country, distilling apparatus or part thereof, except under licence; matches; living creatures; parts of inexplusive artillery-fuses; seeds; vegetable material of all types including cuttings; used tea leaves, brushes of Japanese origin.

Restrictions: Goods which bear design in imitation of any currency, bank-notes or coins in current use in Nigeria or elsewhere, except books and teaching material for schools, machines for duplicating keys except under licence from the Inspector General of Police, Lages; parasites and destroyers of harmful insects imported for the control of such insects are admitted conditionally; medicines including proprietary preparations are admissible under licence; penicillin, streptomycin and similar substances except under licence; plants, produce and seeds of any tropical country; uniforms, unless addressed to persons entitled to wear them.

Overseas Post: Foreign Countries, *contd*NIGERIA, *contd.*

Gift Parcel: Import Licences are required for a few classes of goods, but not for gifts addressed to individuals provided.

- (a) the gift is *bona fide* and unsolicited and
- (b) the gross weight or retail value does not exceed 22 lb or \$50 and
- (c) only one parcel is received by an individual from the same donor in any one calendar month.

Import Licences: See under LETTER POST

Invoice: An invoice showing details of the cost of the goods including insurance, country of origin etc. must be attached to the outside of each commercial parcel in an envelope prominently marked "Invoice".

Packing: Parcels must be strongly packed, if possible with a covering water-proof material.

Compensation is not payable for damage to ordinary parcels lost, stolen or damaged.

Delivery: Parcels are not delivered.

Address: A parcel for delivery through a bank should bear the address of the bank only. The name of the ultimate consignee but not his address should be entered in brackets, under the name and address of the bank.

NIGER REPUBLIC

Letter Post

Surface }
Air Mail } See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary letters.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted).

Restrictions: Arms, books and printed matter in Arabic, spirits.

Parcel Post

Surface }
Air } See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 written in French and English.

Insurance: No Service.

Prohibitions: Letters; charged butane gas lighters and refills (uncharged lighters are admitted and should be declared as such on the customs declaration form C2/CP3); counters resembling coin; diamonds (rough or uncut), weights and measures not of the decimal system; and in addition, all goods bearing indications which suggest they are of French origin or manufacture when they are not; plants, weapons.

Overseas Post: Foreign Countries, *contd.*NIGER REPUBLIC, *contd.*

Restrictions: Arms, including air-guns; books and printed matter in Arabic; mineral waters; preserved plums, sardines and vegetables; saccharin and similar substances; spirits.

Delivery: Parcels are not delivered and may be claimed from the following offices:—

Agadez	Fieinque	Maini-Soroa	Tahoua
Bilma	Gaya	Maradi	Tanout
Birni	Goure	N'Guigmi	Tera
N'Gaoure			
Birni			
N'Konni			
Dakero	Madaoua	Niamcy R.P.	Tessaoua
Doqondoutchi		Ouallam	Tillabery
Desso	Magaria	Say	Zinder

NORFOLK ISLAND

Letter Post

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Blank invoice forms; documents of monetary value (cheques, money orders, etc.) except in registered letters; tobacco, cigars, cigarettes and snuff, except genuine samples or for the private use of the addressee.

Restrictions: Bees, dyes; plants and parts of plants.

Parcel Post: Same as Australia.

NORTHERN IRELAND—See Great Britain

NORWAY

Letter Post

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$800

Prohibitions: Coupons relating to football pools other than those of Norwegian origin; radio-active matter, butane gas lighters and refills.

Restrictions: Calendars and pharmaceutical preparations, films, coins, bank-notes, securities.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Overseas Post: Foreign Countries, *contd.***NORWAY, *contd.***

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: Limit \$800

Prohibitions: Letters; coupons relating to football pools other than those of Norwegian origin; radio-active matter; butane gas lighters and re-fills, used bags, hair not made up, munitions.

Restrictions: Arms and parts thereof; bees and honeycombs; calendars; films; pharmaceutical preparations; potatoes, seeds and bulbs; wines and spirits; wireless sets and parts thereof; butter; coffee; meat products, narcotics.

Invoice: An invoice in duplicate is compulsory for the clearance of all commercial parcels.

OMAN (Sultanate of)**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary letters.

Insurance: Limit \$440.

Prohibitions: Radio-active substances, alcoholic beverages, arms and ammunition (or parts thereof); charged butane gas lighters and re-fills (uncharged lighters are admitted); cultured, imitation, artificial or bleached pearls, items containing currency notes, bank-notes securities and documents payable to bearer are not admitted if the value exceed 100 Rupees.

Restrictions: Drugs, spirits.

Address: The correct postal address is Sultanate of OMAN. No other geographical description must be added.

Parcel Post

Surface

Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 1 Yellow form CP3.

Insurance: Limit \$440.

Prohibitions: Letters, except one for the addressee; alcoholic beverages, arms and ammunition (or parts thereof); charged butane gas lighters and re-fills; cultured, imitation, artificial and bleached pearls, items containing currency notes, bank-notes, securities and documents payable to bearer are not admitted if the value exceeds 100 Rupees.

Restrictions: Drugs, spirits.

Address: See under LETTER POST

Delivery: Parcels are not delivered

Overseas Post: Foreign Countries, *contd.***OMAN (Sultanate of) *contd.***

Compensation is not payable for ordinary parcels lost, stolen or damaged.

Packing: Parcels should be strongly packed.

PAKISTAN**Letter Post**

Surface	} See Schedule of Letter Rates
Air Mail	

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; (the customs declaration must be securely attached to the outside of the packet); thereafter top green label and form C2/CP3.

Items of value (e.g. coins, currency notes, gold etc.) are not admitted in registered letters.

Insurance: Limit \$440. The service is not available to those places shown under Parcel Post.

Prohibitions: Arms, currency notes, celluloid and articles wholly or partly made of celluloid, dangerous drugs, literature relating to and tickets for lotteries. Account and manuscript books, advertising matter (with the exception of trade catalogues and circulars) almanacs, cards in general, labels, photographs, picture books printed, forms and works of art are prohibited from importation by printed paper post when sent as merchandise; plants, wireless apparatus.

Restrictions: Silver bullion and silver sheets and plates; Bank-notes, coin and currency notes.

Address: Registered and insured packets addressed to post-box numbers only, that is, without the actual address of the addressee are inadmissible.

Parcel Post

Surface	} See Schedule of Oversea Surface and Air Parcel Post Rates.
Air	

Insurance: Limit \$750.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2.

Prohibitions: Letters, except one for the addressee; coffee plants, seeds or beans (except roasted beans); cotton and woollen piece-goods, arms and parts thereof; munitions; bronze or copper coins; charged butane gas lighters and refills; labels or woven goods bearing designs in imitation of paper money; quinine coloured pink; sulphur; tickets for lotteries.

Restrictions: Potatoes and seeds, gold and silver bullion and silver sheets and plates; plants and parts of plants; wireless transmitting apparatus.

Import Licence: A licence, to be obtained by the addressee in advance, is required for importation into Pakistan by post of almost all goods. Senders are advised to confirm before posting a parcel that the licence, when it is necessary, has been obtained by the addressee.

Gift Parcels: Import licences are not required for gift parcels of books, magazines, journals and medicines, or for gift parcels for foreign nationals of other goods excluding textiles (not made-up garments), imitation jewellery, watches and watch bands, fountain pens, cameras and radio sets up to a value of 300 rupees a year.

Overseas Post: Foreign Countries, *contd.***PAKISTAN, *contd.***

Address: See under Letter Post.

Insurance: The insurance service is not available to the following places:—

Bela	Land Kamar	Ormara	Spinwam
Chhellar	Liari	Rawatsar	Tenai
Dhandi	Miani Beach	Shakardara	Thathi Nasratti
Kaloi	Molviabad	Sonmiani	Uthal
Khararodal			

Duplicate documents: Senders of commercial parcels should forward by air mail directly to the addressees in Pakistan, duplicates of all necessary documents, for example, (1) clear customs declaration, (2) certificate of origin and (3) invoice showing separately, the value of each item enclosed in the parcel.

Compensation is not payable for damage to porcelain, glass ware and other exceptionally fragile articles.

PANAMA (Republic of)**Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary and registered letters.

Serums, vaccines and urgently required medicaments are admitted in all cases.

Items of value (e.g. coins, currency notes, gold etc.) are not admitted in registered letters.

Insurance: No Service.

Prohibitions: Lottery tickets, fatty substances, liquids, plants.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: No Service.

Prohibitions: Letters, fatty substances, liquids or easily liquefiable substances, plants.

PANAMA CANAL ZONE—See Canal Zone U.S. Territory

PAPUA NEW GUINEA—incorporates Admiralty Islands, Duke of York Islands, Lovangai, New Britain, New Ireland, Bougainville and Buka Islands.

Letter Post

Surface	} See Schedules of Letter Rates.
Air Mail	

Overseas Post: Foreign Countries, *contd.*

PAPUA NEW GUINEA—incorporates Admiralty Islands, Duke of York Island, Lovangai, New Britain, New Ireland, Bougainville, Buka Islands, *contd.*

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Documents of monetary value (cheques, money orders and so on) except in registered letters; spirits; false money; used or adulterated tea, spring knives, playing cards, hair dye, shampoo.

Restrictions: Arms, bees; dyes; plants and parts of plants, including fruit; blank invoice forms, used clothing, tobacco, cigars and cigarettes, snuff.

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 1 Yellow form CP3.

Insurance: No Service.

Prohibitions: Letters, spirits; confectionery containing spirits.

Restrictions: Arms; bees, cinematograph films and advertisements relating thereto; dyes; plants and parts of plants, including fruits; vaccines, serums and viruses; tinned meats, blank invoice forms, tobacco, snuff, cigars and cigarettes.

Compensation is not payable.

PARAGUAY**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French or Spanish and English required; thereafter top green label and form C2/CP3.

Items of value (e.g. coins, currency notes, gold etc.) are not admitted in registered letters.

Insurance: No Service.

Prohibitions: Bank-notes, currency notes and all documents payable to bearer.

Restrictions: See UNDER PARCEL POST.

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 written in Spanish or French and English.

Insurance: No Service.

Overseas Post: Foreign Countries, *contd.***PARAGUAY, *contd.***

Prohibitions: Letters, lottery tickets.

Restrictions: Arms, foodstuffs, fruit and seeds, narcotics.

Delivery: Parcels are not delivered.

PERU**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary and registered letters. Serums, vaccines and urgency required medicaments are admitted in all cases.

Items of value (e.g. coins, currency notes, gold etc.) are not admitted in registered letters.

Insurance: No Service.

Prohibitions: Samples of cigars, cigarettes and tobacco; foodstuff, bank-notes, coins, documents payable to bearer; platinum, gold or silver whether manufactured or not; precious stones, jewels and other precious objects; playing cards, pornographic publications.

Restrictions: Pharmaceutical specialities, cosmetics, salt, wines and spirits, cigarettes, playing cards, tobacco, narcotics, used clothing.

Parcel Post

Surface:

Air:

} See Schedule of Overseas Surface and Air Parcel Post Rates.
} No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in French or Spanish and English.

Insurance: No Service.

Prohibitions: Letters; arms and parts thereof; cigars, cigarettes and tobacco, foodstuffs, worn clothing, unless accompanied by a certificate of disinfection from a competent authority and authenticated by a Peruvian consular officer; playing cards; pornographic publications.

Restrictions: Pharmaceutical specialities; cosmetics, plants, parts of plants, bulbs, seeds and so on; saccharin, wines and spirits, playing cards, salt, tobacco, narcotics.

Invoice: 4 copies of a commercial invoice and a Peruvian consular invoice are required for each parcel valued at 50 or more U.S. dollars.

Delivery: Parcels are not delivered.

Overseas Post: Foreign Countries, *contd.***PHILIPPINES****Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Contraceptives and literature relating thereto; intoxicants of any kind; games of chance; advertisements and circulars, etc. relating to lotteries; propaganda of a seditious nature; pipes and parts thereof for smoking opium, coffee in any form.

Restrictions: Silkworms and their eggs; plants and seeds.

Parcel Post

Surface

Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 1 Yellow form CP3.

Insurance: No Service.

Prohibitions: Contraceptives and literature relating thereto; intoxicants of any kind; games of chance; advertisements and circulars, etc. relating to lotteries; propaganda of a seditious nature; pipes and parts thereof for smoking opium, coffee in any form.

Restrictions: Silkworms and their eggs; plants and seeds; firearms and parts thereof. The addressee must obtain a release certificate from an authorized bank before a parcel can be handed over.

Gift Parcels: Gifts parcels may not exceed 500 pesos in value for each addressee. Gifts sent by Filipino residents abroad must not be sent more frequently than once a month, and when sent by other nationals must not be sent more often than once in six months.

Import Licence: An import licence is required for all parcels, except gift parcels valued up to 100 pesos.

Compensation is not payable.

PITCAIRN ISLAND (Via New Zealand)**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Insurance: No Service.

Prohibition: Alcohol.

Parcel Post

Surface:— See Schedule of Overseas Surface and Air Parcel Post Rates.

Air: No Service

Overseas Post: Foreign Countries, *contd.*PITCAIRN ISLAND, *contd.*

Insurance: No Service.

Customs declarations: 1 Yellow form CP3.

Prohibitions: Letters; Alcohol.

Compensation is not payable.

POLAND—People's Republic of

Letter Post

Surface
Air Mail } See Schedule of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French or Polish and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Literature prejudicial to Polish Laws and Customs, radioactive substances, contraceptives.

Restrictions: As for PARCEL POST.

Address: As for PARCEL POST.

Parcel Post

Surface
Air Mail } See Schedule of Overseas Surface and Air Parcel Rates.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2. (A separate set for each parcel).

Insurance: Limit \$230.

Prohibitions: Documents, printed matter, books, periodicals, sketches, photographs, photographic films, negatives or paper, gramophone recordings, etc. containing matter prejudicial to Polish laws and customs; labels; empty receptacles and so on having the names of non-Polish firms sent without goods; radio-active matter; charged butane gas lighters and refills, uncharged lighters are admitted.

Restrictions: Arms and explosives; medicines, narcotics, serums and vaccines; fruits, plants, parts of plants and seeds; meat and other animal products; monetary documents; currency, precious metals and stones, radio-transmitters.

Gift parcels are admitted generally without import restrictions, provided they contain reasonable quantities of articles required for personal use of the addressee or family; customs duties are payable on most articles.

PORTUGAL

Surface
Air Mail } See Schedules of Letter Rates.

Overseas Post: Foreign Countries, *contd.*PORTUGAL, *contd.*

Dutiable articles may be sent by letter and small packet post—up to \$100, green label written in French or Portuguese and English required; thereafter top green label and form C2/CP3. Packets must also be conspicuously marked *En Douane*.

Insurance: Limit \$800.

Prohibitions: Butane gas lighters and refills, tobacco, lottery tickets, saccharine and similar substances.

Restrictions: Medicines, narcotics, firearms and weapons, foodstuff, gaming equipment.

Customs duty: Bound or sewn books are liable to customs duty.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in French or Portuguese and English.

Insurance: Limit \$230.

Prohibitions: Butane gas lighters and refills; letters; unobliterated postage and other stamps, bonds and orders payable to bearer (except in insured parcels); tobacco, lottery tickets, saccharine and similar substances.

Restrictions: Arms, medicines, plants.

Import Licence: An Import licence is required for all parcels valued at more than 2,500 escudos.

A Portuguese consular invoice must accompany each consignment of goods over 550 escudos (\$10) in value. The invoice must be sent direct to the addressee.

PRINCIPE—Republic of

Letter Post

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French or Portuguese and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Bank-notes, currency notes and documents payable to bearer except in insured letters; butane gas lighters and refills; coins gold, jewellery, platinum, precious stones, silver.

Parcel Post:

Surface	}	See Schedule of Overseas Surface and Air Parcel post rates.
Air Mail		

Overseas Post: Foreign Countries, *contd.*

Customs declarations: 1 form C2 CP3 and 1 despatch note CP2 written in French or Portuguese and English.

Insurance: No Service.

Prohibitions: Letters; arms; butane gas lighters and refills.

Sealing: Parcels must be sealed with a distinctive device.

Delivery: Parcels are not delivered.

PUERTO RICO**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Sealed commercial packets must bear an endorsement: “*May be opened for customs purposes prior to delivery to addressee*”.

Insurance: No Service.

Prohibitions: Contraceptives; gold coin or bullion exceeding 50 U.S. dollars in value.

Restrictions: Bees; cigarettes and cigars; plants and parts of plants; radio-active substances and articles containing radio-active substances.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Insurance: No Service. Parcels may be registered. See under U.S.A.

Customs declaration: 1 Yellow form CP3.

Prohibitions: Letters; contraceptives; cotton seed, cotton and cotton seed products (except oil, unmanufactured cotton and cotton waste; feathers and skins of wild birds (except ostrich feathers); fresh fruit; gold coin or bullion exceeding 50 U.S. dollars in value; intoxicating liquors; potatoes.

Restrictions apply to the importation of Arms; bees; bulbs; cereals; cigars, cigarettes and cheroots; cotton seed oil, cotton waste unmanufactured cotton; plants and parts of plants; radio-active substances and articles containing radio-active substances; viruses, serums and toxins.

Compensation is not payable.

QATAR—State of (Serving Doha and Umm Said)**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Overseas Post: Foreign Countries, *contd.*PUERTO RICO, *contd.*

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$440.

Prohibitions: Arms and ammunition (or parts thereof); charged butane gas lighters and refills (uncharged lighters are admitted); cultured, imitation, artificial or bleached pearls.

Restrictions: Alcoholic drinks.

Address: The correct postal address is DOHA, State of QATAR; or UMM SAID, State of QATAR.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declaration: 1 yellow form CP3.

Insurance: Limit \$440.

Prohibitions: Letters, except one for the addressee, arms and ammunition (or parts thereof); charged butane gas lighters and refills (uncharged lighters are admitted); cultured, imitation, artificial and bleached pearls.

Restrictions: Alcoholic drinks, drugs.

Packing: Parcels must be very strongly packed.

Address: See under LETTER POST.

Delivery: Parcels are not delivered.

Compensation is not payable for ordinary parcels lost, stolen or damaged.

RAS-AL-KHAIMAH—See United Arab Emirates.

REUNION

Letter Post

Surface	}	See Schedules of Letter Rates.
Air Mail		

Insurance: No Service.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); coin, gold, jewellery, platinum, precious stones, silver.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Overseas Post: Foreign Countries, *contd.*

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: No Service.

Prohibitions: Letters; arms (except sporting guns admitted under permit); candles; charged butane gas lighters and refills (uncharged lighters are admitted and should be declared as such on the customs declaration form C2/CP3); playing cards; saccharine; tobacco essence; and, in addition, all goods bearing indications which suggest they are of French origin or manufacture when they are not.

Restrictions: Cut flowers; eggs of game birds during close season; fish and game; fresh fruit; vegetables and potatoes, including seed potatoes; gramophone records; preserved fish, plums and vegetables; plants, roots and bulbs; shrubs, medicines, insulin, serums, vaccines and similar preparations, gold, silver, platinum and plated articles.

Import Licence: The importation of certain goods is subject to the production of an import licence.

Gift parcels: Customs charges are payable on gift parcels. An import licence is not required for gift parcels sent by one private individual to another, but the words "Envoi Isole Gratuit" must be written prominently on the cover of the parcel.

Delivery: Parcels are not delivered.

RHODES—Same as Greece.

RHODESIA**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); honey.

Restrictions: Medicines and drugs, plants.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air Mail		

Customs declaration: 1 Yellow form CP3.

Insurance: No Service.

Prohibitions: Letters, articles produced by prison labour; charged butane gas lighters and refills (uncharged lighters are admitted); honey, trade spirits, narcotics, items of gold, platinum, bank-notes.

Overseas Post: Foreign Countries, *contd.***RHODESIA, *contd.***

Restrictions: Firearm, medicines and drugs; ostrich feathers, plants, roots, seeds and bulbs; viruses, vaccines and serums. The name and formula or composition of all medicines should be clearly indicated in English on the container.

Invoice: It is recommended that invoices and certificates of origin be inserted in commercial parcels.

Import licences are required for certain classes of goods.

Compensation is not payable.

Delivery: Parcels are not delivered.

RIO DE ORO:—See Spanish West Africa.

ROMANIA**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Insurance: No Service.

Dutiable articles may be sent by small packet post—up to \$100 green label written in Romanian or French and English required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary and registered letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Prohibitions: Cigarette, lighters, firearms, documents, printed matter, photographs, films, etc. containing matter contrary to Romanian laws and customs, foreign lotteries, postage stamps addressed to private persons, saccharin, tobacco.

Restrictions: Under Romanian regulations goods may not be sent by letter or small packet post except to Romanian State Enterprises; packets containing printed matter only may be sent to private persons; medicines, playing cards.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Insurance: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note written in Romanian or French and English.

Restrictions: No parcels other than gift parcels and parcels containing printed matter only (books, periodicals and so on), may be sent to private persons.

Gift parcels: Gift parcels may be sent to private persons without import licences, providing the contents are for the personal use of the addressee or members of his family. Customs duties are payable. Parcels may contain certain items and quantities only and the total weight of all parcels sent to an individual during one year must not exceed 25 kg.

Overseas Post: Foreign Countries, *contd.***ROMANIA, *contd.***

Permits: Medicine may be sent provided a permit issued by the Romanian health authorities has been obtained by the addressee, but may not be included in parcels containing other items. No goods other than medicines may be sent in hermetically sealed tins. Worn clothing must be accompanied by a certificate of disinfection; fresh fruit and vegetables must be accompanied by a certificate of plant health.

Customs requirements: Customs declarations must specify in detail the number, weight and value of each article which must be separately listed. In addition, a detailed list of the contents must be enclosed in the parcel.

Compensation is not payable for ordinary parcels lost, stolen or damaged.

RUSSIA—See Union of Soviet Socialist Republics**RWANDA****Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter (except insured letter) and small packet post—up to \$100 green label written in Flemish or French and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Coins exceeding 50 franc Rwandais, money, gold, silver, precious stones, spirituous liquors, currency notes etc, except in registered letters.

Restrictions: Narcotics, sweeteners, arms, plants.

Parcel Post

Surface

Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: No Service.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 written in Flemish or French and English.

Prohibitions: Liqueurs.

Restrictions: Arms, saccharin and similar products, plants, narcotics.

Import licences are required for some classes of goods.

Compensation is not payable.

Delivery: Parcels are not delivered.

SABAH (formerly North Borneo and now a part of Malaysia)**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Overseas Post: Foreign Countries, *contd.***SABAH, *contd.***

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$230. Surface to Beaufort, Keningau, Kota Belud, Kota Kinabalu, Kudat, Labuan, Lahad-Datu; Papar Ranau, Sandakan, Semporna, Tawau, Tenom and Tuaran only.

Prohibitions: Butane gas lighters and refills; coin, gold, jewellery, platinum, precious stones, silver, except in insured boxes; packets of pictorial postcards by printed papers post, lottery tickets, literature relating to the cure of venereal diseases, spirituous liquors.

Restrictions: Cosmetics and toilet preparations; plants and seeds, narcotics.

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: Limit \$120 to Beaufort, Keningau, Kota Belud, Kota Kinabalu, Kudat, Labuan, Lahad-Datu; Papar Ranau, Sandakan, Semporna, Tawau, Tenom and Tuaran only.

Customs declaration: 1 Yellow form CP3.

Prohibitions: Letters; butane gas lighters and refills; spirits and liquors, lottery tickets.

Restrictions: Canned food, cosmetics and toilet preparations; firearms, plants and seeds, narcotics.

Packing and marking: Parcels containing films or articles of celluloid must bear a white label boldly marked in black with the words "*FILMS or CELLULOID*"

SAHARA (including Rio de Oro, Saguia el Hamra and the offices of Villa Cisneros and Guera).**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by small packet post only—up to \$100 green label written in Spanish or French and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Bank-notes, currency notes and documents payable to bearer; charged butane gas lighters and refills (uncharged lighters are admitted); coin, gold, jewellery, platinum, precious stones and silver, tobacco.

Parcel Post (See Paragraph headed: Address).

Surface: See Schedule of Overseas Surface overleaf and Air Parcel Post Rates.

Overseas Post: Foreign Countries, *contd.***SAHARA, *contd.***

Air: No Service.

Insurance: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in Spanish or French and English.

Prohibition: Letters; military weapons and air-guns; playing cards; potatoes; rosaries, relics and similar articles; Spanish Bank-notes; tobacco.

Restrictions: Jewellery, precious metals and precious stones; pharmaceutical preparations; plants and parts of plants

Packing and marketing: Parcels containing films or celluloid, must bear a label boldly marked CELLULOID.

Import licence: A licence is required for goods of all kinds.

Address: Parcels are accepted only for Aauin Villa.
Cisneros.

Delivery: Parcels are not delivered.

ST. HELENA**Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$240. Surface mail and to Jamestown only.

Prohibitions: Drugs (except under permit), plants.

Parcel Post

Surface:	} See Schedule of Overseas Surface and Air Parcel Post Rate
Air	

Customs declaration: 1 Yellow form CP3

Insurance: Limit \$100.

Prohibitions: Letters, except one for addressee, drugs (except under permit), plants.

Delivery: Parcels are not delivered.

Overseas Post: Foreign Countries, contd.**ST. KITTS-NEVIS****Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$40. Surface only.

Prohibitions: Coin and communist literature.

Parcel Post

Surface

Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declaration: 1 Yellow form CP3.

Insurance: Limit \$20. Surface only.

Prohibitions: Letters, except one for the addressee.

Restrictions: Arms.

ST. LUCIA**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$200.

Prohibitions: Coin, butane gas lighters and refills, perishable biological substances.

Restrictions: Plants and seeds are liable to disinfection by the agricultural authorities of the Island.

Parcel Post

Surface

Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declaration: 1 Yellow form CP3.

Insurance: Limit \$120.

Prohibitions: Letters, except one for the addressee, coin, butane gas lighters and refills, perishable biological substances.

Restrictions: Plants and seeds are liable to disinfection by the agricultural authorities of the Island.

Overseas Post: Foreign Countries, *contd.***ST. PIERRE AND MIQUELON****Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100, green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Parcel Post

Surface

Air Mail

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Prohibitions: Letters.

Compensation is not payable.

ST. VINCENT**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$40. Principal towns only.

Prohibitions: Alcohol, except if perfumed or for medical purposes, or unless sent in small quantities as genuine trade samples, coin, tobacco, packets of cigars and cigarettes, unless in small quantities for personal use.

Restrictions: Bulbs, plant cuttings, and seeds.

Parcel Post

Surface

Air Mail

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declaration: 1 Yellow form CP3.

Insurance: Limit \$40. Principal towns only.

Prohibitions: Letters, except one for the addressee, firearms except under permit.

Restrictions: Bulbs, plants cuttings and seeds.

Overseas Post: Foreign Countries, contd.

SAMOA WESTERN (The principal islands are Savaii and Upolu. The chief town is Apia).

Letter Post

Surface }
Air Mail } See Schedules of Letter Rates.

Dutiable articles may be sent by letter (except in insured letters) and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Restrictions: Bulbs and plants.

Parcel Post

Surface: } See Schedule of Overseas Surface and Air Parcel Post Rates.
Air: } No Service.

Insurance: No Service.

Customs declarations: 1 Yellow form CP3.

Prohibitions: Letters.

Restrictions apply to the importation of: Drugs, firearms, animal hair (for example brushes); bees and bee-keeping appliances; bulbs; fruit; plants; used clothing.

Compensation is not payable.

SAMOA (U.S.A. Territory. The principal islands are Manua and Tutuila. The chief town is Pago-Pago).

Letter Post

Surface }
Air Mail } See Schedules of Letter Rates.

Services: As for the U.S.A.

Parcel Post

Surface }
Air Mail } See Schedule of Overseas Surface and Air Parcel Post Rates.

Services: As for U.S.A.

SAN MARINO—Same as Italy.

SANTA CRUZ ISLANDS—Same as Solomon Islands.

SANDWICH ISLANDS (U.S.A. Territory):—As for Hawaii.

SANDWICH ISLANDS, SOUTH:—As for Falkland Islands Dependencies.

Overseas Post: Foreign Countries, *contd.*

SAO TOME

Letter Post

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French or Portuguese and English required; thereafter top green label and form C2/CP3.

Packets must also be conspicuously marked *EN DOUANE*.

Insurance: No Service.

Prohibitions: Butane gas lighters and refills.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in French, or Portuguese and English.

Insurance: No Service.

Prohibitions: Butane gas lighters and refills; letters; arms.

Sealing: Parcels must be sealed with a distinctive device.

Delivery: Parcels are not delivered.

SARAWAK

Letter Post

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by letter and small packet post—up to \$100, green label required, thereafter top green label and form C2/CP3.

Insurance: Limit \$230. Surface only and for Baram, Bintulu, Kuchin, Limbang, Miri, Mukah, Sarikei Sibü and Simanggang only.

Prohibitions: Charged butane gas lighters and refills; coins, platinum, gold, silver, precious stones and other valuable articles; daggers and flick knives; drugs, lottery tickets, narcotics.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Customs declaration: 1 Yellow form CP3.

Insurance: Limit \$130. To Kuching, Limbang, Miri, Mukah, Sarikei, Sibü and Simanggang only.

Prohibitions: Charged butane gas lighters and refills; spirits and spirituous liqueurs, daggers and flick knives.

Restrictions: Cinematograph films, drugs, lottery tickets.

Overseas Post: Foreign Countries, *contd.*SARAWAK, *contd.*

Marking: Parcels containing films or articles of celluloid must bear a white label clearly marked in black with the words FILMS or CELLULOID.

SAUDI ARABIA, Kingdom of

Letter Post

Surface

Air Mail } See Schedule of Letter Rates.

Dutiable articles may be sent by small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary and registered letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Items of value (e.g. coins, currency notes, gold, etc.) are not admitted in registered letters.

Insurance: Limit \$400. Surface and to Jidda, Mecca, Medina and Yenbo only.

Prohibitions: Coin, gold, jewellery, platinum, precious stones, silver, bank-notes, currency notes, pork products (including pigskin).

Address: Correspondence must bear the full name "Kingdom of Saudi Arabia" at the end of the address.

Parcel Post

Surface

Air } See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2.

Insurance: Limit \$400. Surface only. See also under LETTER POST.

Prohibitions: Letters, alcoholic liquors, articles of non-Muslim worship, musical instruments, pork products (including pigskin), statuary articles.

Address: Parcels are accepted for the following places only.

Aebgaiq	Beesha	Jobeil	Tabuk
Abha	Bekeiriya	Khamis	Taif
Al Dammam	Buraidah	Kharj	Turcif
Al Khobar	Dhahran	Korayat	Weijh
Al Qatif	Dheba	Mecca	Yenbo
Al Rass	Hayel	Misheit	Wafrah
Aneiza	Hassa	Medina	
Ar-Ar	Jidda	Najran	
	Jizan	Ras Tanura	
	Jouf	Oula	
		Rabigh	
		Riyadh	
		Saffaneieh	
		Shagra	

Address: See under LETTER POST.

Overseas Post: Foreign Countries, *contd.*

SCOTLAND—See Great Britain

SENEGAL

Letter Post

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not admitted in ordinary letters.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted), alcoholic beverages, medicines unless with prior authority of the Ministry of Public Health, Senegal.

Restrictions: Books and printed matter in Arabic, gramophone records, drugs.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 2 forms C2/CP3 and 1 dispatch note CP2.

Insurance: No Services.

Prohibitions: Letters; Uncut diamonds; counters resembling coin; weights and measures not of the decimal system; and, in addition, all goods bearing indications which suggest they are of French origin or manufacture when they are not; medicines unless with prior authority of the Ministry of Public Health, Senegal.

Restrictions: Arms, including air-guns; books and printed matter in Arabic, mineral waters; preserved plums, tinned fish and vegetables, saccharin and similar substances; gramophone records, alcoholic beverages.

Delivery: Parcels are not delivered.

SEYCHELLES

Letter Post

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$240. Surface and to Victoria, Island of Mahé, only.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); packets of pictorial postcard by printed papers post.

Restrictions: As for PARCEL POST.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Overseas Post: Foreign Countries, *contd.***SEYCHELLES, *contd.****Customs declaration:* 1 Yellow form CP3.*Insurance:* Limit \$40.*Prohibitions:* Letters; worn clothing for sale.*Restrictions:* Plants; offensive weapons of all kinds, narcotics.*Import Licences* are required for some goods.*Delivery:* Parcels are not delivered.**SHARJAH****Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.*Insurance:* No Service.*Prohibitions:* Arms and ammunition (or parts thereof); charged butane gas lighters and refills (uncharged lighters are admitted); cultured, imitation, artificial and bleached pearls.*Restrictions:* Alcoholic drinks, drugs.*Address:* The correct postal address is SHARJAH United Arab Emirates. No other description must be added.**Parcel Post**

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declaration: 1 Yellow form CP3.*Insurance:* No Service.*Prohibitions:* Letters, except one for the addressee; arms and ammunition (or parts thereof); charged butane gas lighters and refills (uncharged lighters are admitted); cultured, imitation, artificial and bleached pearls.*Restrictions:* Alcoholic drinks, drugs.*Packing:* Parcels should be very strongly packed.*Address:* See under LETTER POST.*Delivery:* Parcels are not delivered.*Compensation* is not payable for ordinary parcels lost, stolen or damaged.**SIERRA LEONE****Letter Post**

Surface	}	See Schedules of Letter Rates
Air Mail		

Overseas Post: Foreign Countries, *contd***SIERRA LEONE, *contd***

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required, thereafter top green label and form C2/CP3.

Insurance: Limit \$120. Freetown only.

Prohibitions: Postage stamps, whether obliterated or not, except in insured or registered letters; silver bullion exceeding \$10 in value, West African currency notes.

Restrictions: Plants and seeds.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 Yellow form CP3.

Insurance: Limit \$120.

Prohibitions: Letters; arms (including air-guns and air pistols) except under permit; West African currency notes.

Restrictions: Flock manufactured from rags; plants and seeds; spirits, antibiotics and drugs.

Compensation is not payable for parcels lost, stolen or damaged.

Delivery: Parcels are not delivered.

SINGAPORE, Republic of**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Insurance: Limit \$800.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Prohibitions: Butane gas lighters and refills; coin, platinum, gold, silver, precious stones (but see under *Restrictions*) and other valuable articles, bank and currency notes exceeding \$5100; arms and fire-arms and parts thereof; literature relating to, and tickets for lotteries and sweepstakes, advertisements for charms amulets and talismans; milk, items containing imitations (for games) of currency, notes or coins, or articles bearing reproductions of currency notes, bank notes or coins which are legal tender in any country or territory, sodium and calcium cyclamates or preparations containing any proportion of either or both substances; meat and meat products.

Restrictions: See under PARCEL POST unmounted precious stones may be sent by registered letter if a permit is obtained.

Address: The full name "REPUBLIC OF SINGAPORE" must be written in the address.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates
Air		

Overseas Post: Foreign Countries, *contd.***SINGAPORE, (Republic of) *contd.****Insurance:* Limit S\$03.*Customs declaration:* 1 Yellow form CP3.

Prohibitions: Letters; arms and parts thereof; butane gas lighters and refills; coin and bullion exceeding S\$50 in value; bank or currency notes, securities of any kind payable to bearer; lottery and sweepstakes tickets; advertisements for charms, amulets and talismans; used or fictitious postage stamps; items containing imitations (for games) of currency notes or coins or articles bearing reproductions of currency notes, bank notes or coins which are legal tender in any country or territory, sodium and calcium cyclamates or preparations containing any proportion of either or both substances.

Restrictions: Intoxicating liquors; plants and seeds, drugs, hypodermic syringes, narcotics, meat and meat products, plants, flowers, seeds, fruits, etc. except under permit from the Director, Primary Production, Singapore.

Address: See under LETTER POST.**SOCIETY ISLANDS—See French Polynesia****SOLOMON ISLANDS (Except Buka and Bougainville, or which islands see Papua New Guinea).****Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.*Prohibitions:* Butane gas lighters and refills.**Parcel Post**

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declaration: 1 Yellow form CP3.*Prohibitions:* Letters; butane gas lighters and refills.*Restrictions:* Worn clothing and bedding.*Compensation* is not payable.**SOMALI (Democratic Republic)****Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CI 3.

Insurance: \$240. See also under PARCEL POST.

Overseas Post: Foreign Countries, *contd.***SOMALI DEMOCRATIC REPUBLIC, *contd.***

Prohibitions: Abortives, aphrodisiacs; bank notes, charged butane gas lighters and refills; cigarettes, coin, gold, jewellery, platinum, precious stones, silver, currency notes, documents payable to bearer except in registered letters.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Customs declaration: 1 Yellow form CP3.

Insurance: \$270. To Berbera, Borama, Barao, Brigavo, Hargeisa, Las Anod, Sheikh only.

Prohibitions: Letters except one for the addressee, charged butane gas lighters and refills, cigarettes, spirits, opium, condensed milk, abortives, aphrodisiacs, Perishable biological substances, radioactive materials.

Restrictions: Arms and parts of arms; opium, morphine, cocaine and other narcotics; manufactured tobacco; patent medicines, serums, vaccines and similar substances; plants and parts of plants, weights and measures, used clothing.

Delivery: Parcels are not delivered.

SOUTH AFRICA**Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Packets of more than six pictorial postcards by printed papers post; charged butane gas lighters and refills (uncharged lighters are admitted); honey, coins, bullion.

Restrictions: Bees, leeches, silkworms, parasites and destroyers of noxious insects intended for the control of these insects and exchanged between officially recognized institutions; plants and seeds; serums and vaccines; cheese; cigarettes; offensive weapons of every kind and articles bearing a resemblance or capable of conversion to a weapon, including pocket knives and toy pistols; yeast, spirits, medicines and pharmaceutical preparations.

Import licences are required for many classes of goods.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Insurance: No Service.

Customs declaration: 1 Yellow form CP3.

Prohibitions: Letters; articles produced by prison labour; bullion, charged butane gas lighters and refills (uncharged lighters are admitted); coin; honey and oil-keeping appliances; oilskins and similar oiled goods; precious stones except in registered letters.

Overseas Post: Foreign Countries, *contd.***SOUTH AFRICA, *contd.***

Restrictions: Arms and ammunition of every kind and articles bearing a resemblance or capable of conversion to a weapon, including pocket knives and toy pistols; bees, leeches; silkworms, parasites and destroyers of noxious insects intended for the control of these insects and exchanged between officially recognized institutions; cheese; cigarettes and unmanufactured leaf tobacco; military uniforms and equipment; plants and seeds; serum, vaccines and similar preparations; spirits; worn clothing, yeast, medicines and pharmaceutical preparations.

Invoice: The addressee must produce a certified invoice in respect of all commercial parcels. The invoice must be forwarded separately from the parcel.

Import licences are required for many classes of goods.

Delivery: Parcels are not delivered.

SOUTH GEORGIA—See Falkland Islands Dependencies.

SOUTH ORKNEYS—See Falkland Islands Dependencies.

SOUTH SANDWICH ISLANDS—See Falkland Islands Dependencies.

SOUTH SHETLANDS—See Falkland Islands Dependencies.

SPAIN**Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in Spanish or French and English required; thereafter top green label and form C2/CP3.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); playing cards; Spanish bank-notes, tobacco.

Restrictions: Animal products, jewellery, precious stones and precious metals, pharmaceutical preparations; plants and parts of plants; radio-active matter; worn clothing.

Import licences: A licence is required for all parcels.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in Spanish or French and English. Customs declarations must show the Post Office serial number of the parcel.

Insurance: No Service.

Prohibitions: Letters; charged butane gas lighters and refills (uncharged lighters are admitted and should be declared as such on the customs declaration form C2/CP3); military weapons, playing cards, potatoes, rosaries; relics and similar articles; Spanish bank-notes; tobacco.

Overseas Post: Foreign Countries, *contd.***SPAIN, *contd.***

Restrictions: Air-guns, jewellery, precious stones and precious metals, pharmaceutical preparations; plants and parts of plants, worn clothing.

Import licences: A licence is required for all parcels.

Address: Parcels are delivered by the railway companies. The name of a station from which parcels are delivered must appear on the parcel and on the despatch note. Parcels intended to be called for must be addressed "*En Gare*" not "*Poste Restante*."

SRI LANKA, Republic of**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$264.

Prohibitions: See under PARCEL POST.

Restrictions: Plants and seeds.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: Limit \$240.

Prohibitions: Letters, except one for the addressee; fabrics bearing designs in imitation of Government bonds, paper money and so on, tobacco products, toilet articles and preparations.

Restrictions: Arms; plants; seeds; wireless telegraph apparatus, textiles, food-stuffs.

Address: The despatch note of every parcel addressed to a bank or other agent of the person for whom it is intended should bear the full name and address of the ultimate consignee as well as the agent's name and address.

Import Licences: A licence is required for the importation into SRI LANKA by post of most articles.

Compensation is not payable for damage to fragile or perishable articles.

SUDAN (Democratic Republic of.)**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Overseas Post: Foreign Countries, *contd.*SUDAN, *contd.*

Insurance: No Service.

Prohibitions: Coin, gold, jewellery, platinum precious stones, silver, arms, currency.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2.

Insurance: Limit \$110.

Prohibitions: Letters; bees and beeswax; caviar; unginned cotton.

Restrictions: Alcoholic liquors; arms; cotton and cotton seed; drugs; food containers; living plants, including bulbs; saccharin; sugar; sulphur.

Import licences are required for some classes of goods.

Packing: Parcels should be very strongly packed.

Compensation is not payable for damage to parcels containing liquids, liquefiable substances, or glass or other brittle articles.

Delivery: Parcels are not delivered.

SURINAM—Republic of

Letter Post

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$100. Principal towns only.

Restrictions: Drugs.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: Limit \$100.

Prohibitions: Letters.

Restrictions: Drugs.

Delivery: Parcels are not delivered.

Import licences are required in respect of all commercial parcels.

Overseas Post: Foreign Countries, *contd.***SWAZILAND****Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); honey, printed matter relating to football pools, packets of more than six pictorial post cards by printed paper post.

Restrictions: Bees, leeches and silkworms, parasites and destroyers of noxious insects intended for the control of these insects and exchanged between officially recognized institutions; cheese, cigarettes, offensive weapons of every kind and articles bearing a resemblance or capable of conversion to a weapon including pocket knives and toy pistols, plants and seeds, serums and vaccines, spirits, yeast, animal products, narcotics.

Parcel Post

Surface

Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declaration: 1 Yellow form CP3.

Insurance: No Service.

Prohibitions: Letters, articles reproduced by prison labour, bullion, charged butane gas lighters and refills (uncharged lighters are admitted), coin, eau-de-cologne, honey, and old bee-keeping appliances, oilskins and similar oiled goods, precious stones except in registered letters.

Restrictions: Arms and ammunition of every kind and articles bearing a resemblance or capable of conversion to a weapon including pocket knives and toy pistols, bees, leeches, silkworms, parasites and destroyers of noxious insects intended for the control of these insects and exchanged between officially recognized institutions, cheese, cigarettes and unmanufactured leaf tobacco, military uniforms and equipment, plants and seeds, serum, vaccine and similar preparations spirits, worn clothing, yeast, animal products.

Invoice: The addressee must produce a certified invoice in respect of any commercial parcel and this invoice must be sent separately from the parcel.

Import licences are required for many classes of goods. A licence is not required for a *bona fide* gift parcel which does not exceed \$10 in value or 11 lb in weight.

Delivery: Parcels are not delivered.

Compensation is not payable for ordinary parcels lost, stolen or damaged.

SWEDEN**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Overseas Post: Foreign Countries, *contd.***SWEDEN, *contd.***

Dutiable articles may be sent by letter (except insured letter) and small packet post—up to \$100 green label required thereafter top green label and form C2/CP3.

Insurance: Limit \$800.

Prohibitions: Coupons and so on relating to football pools, butane gas lighters and refills, lottery tickets, abortives.

Restrictions: Bank-notes and money; drugs; plants; films; cigarette papers and machines, and tobacco in any form; bees; leather; precious metals; scents and other preparations containing alcohol; sugar; wines and spirits.

Address: If the Postcode is known it should be written to the left-hand side of the name of the Post Town.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Insurance: Limit \$800.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Prohibitions: Letters; coupons and so on relating to football pools and lotteries; butane gas lighters and refills; firearms, except under permit.

Restrictions: Animal products and fats; bees; cigarette papers and machines; drugs; films; leather; plants; fruits and bulbs; precious metals; scents and other preparations containing alcohol; sugar; tobacco; wines and spirits.

Import licence is required for all commercial parcels and certificates of origin must be attached to the customs declaration form C2/CP3.

Address: See under LETTER POST.

SWITZERLAND (including Liechtenstein)**Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French, German or Italian and English required; thereafter top green label and form C2/CP3.

Insurance: Limit \$530.

Prohibitions: Coupons, publicity material, and so on, concerned with lotteries for sporting events, narcotics.

Restrictions: Articles of precious metal including watch cases; plants; butane gas lighters and refills; absinthe; artificial wines.

Address: The Postcode should be written to the left-hand side of the name of the Post Town

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates
Air	

Overseas Post: Foreign Countries, *contd.***SWITZERLAND, *contd.***

Insurance: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in French, German or Italian and English. If parcels contain watches, the number of articles and the value of each article should be shown on the customs declaration form C2/CP3.

Prohibitions: Letters, unless for the addressee or persons living with him; bees and crude beeswax, coupons, publicity material and so on, concerned with lotteries for sporting events, horoscopes, matches, absinthe, artificial wines.

Restrictions: Alcohol, ammunition, articles of precious metals including watch cases, butane gas lighters and refills; currency, films, celluloid, fish, meat and preparations thereof; poultry; grapes; plants; salt; spirits.

Address: See under LETTER POST. The name of the Canton should be included.

SYRIAN ARAB REPUBLIC**Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French or Arabic and English required; thereafter top green label and form C2/CP3.

Insurance: Limit \$200.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); articles and machines used for the manufacture of cigarettes and tobacco; saccharin; salt; contraceptives and publications relating thereto.

Restrictions: Alcoholic beverages, sporting guns, chemical products.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in French or Arabic and English.

Insurance: Limit \$320.

Prohibitions: Letters; articles and machines used for the manufacture of cigarettes and tobacco; saccharin; salt; contraceptives and publications relating thereto.

Restrictions: Alcoholic beverages, sporting guns, chemical products.

Import Licence: The importation of commercial goods valued at over \$400 (Syrian) is subject to the production of an import licence by the addressee.

TAIWAN**Letter Post**

Surface	} See Schedule of Letter Rates
Air Mail	

Overseas Post: Foreign Countries, *contd.***TAIWAN, *contd.***

Dutiable articles must be sent by parcel post. The registered and small packet service are however available up to \$100; green label (written in Chinese and English) required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Coins, bank-notes, gold, platinum, jewellery, precious stones, pearls and silver, samples of merchandise;

Restrictions: Cosmetics perfumes, personal ornaments, tobacco, cigars and cigarettes.

Parcel Post

Surface: } See Schedule of Overseas Surface and Air Parcel Post Rates.
Air: } No Service.

Insurance: No Service.

Customs declarations: 1 form 2/CP3. and 1 despatch note CP2 written in Chinese and English.

Prohibitions: Letters, arms, tobacco, jewellery, articles of gold or silver, tea.

Restrictions: Wireless apparatus.

Import Licence: Import licences are required for all commercial parcels. Samples of merchandise of no commercial value, parcels containing articles for personal use and gift parcels valued up to 25 U.S. dollars, are excepted.

Invoice: A copy of the invoice with a detailed description of the contents must be enclosed in each commercial parcel.

Address: The address should be written in Chinese and English on the parcel and on the customs declaration form C2 CP3.

TANGANYIKA—See Tanzania

TANGIER—See Morocco

TANZANIA: UNITED REPUBLIC OF (Tanganyika and Zanzibar)

Letter Post

Surface }
Air Mail } See Schedules of Letter Rates

Dutiable articles may be sent by letter and small packet post—up to \$100; green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$240.

Prohibitions: All kinds of air guns, bank and currency notes except in registered items, safety, toy and alarm pistols, and parts thereof of other articles having the appearance of, or capable of conversion into lethal weapons; coin not exceeding \$10 in value (unless for purposes of ornament), unmanufactured platinum, gold and silver, except in registered letters.

Restrictions: Drugs, plants and seeds; publications dealing with marriage or birth control. See also under PARCEL POST.

Overseas Post: Foreign Countries, *contd.***TANZANIA: UNITED REPUBLIC OF, *contd.***

Address: Correspondence should include a Post Office Box or Private Bag number in the address as there is no delivery.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declaration: 1 Yellow form CP3

Insurance: Limit \$240. Principal towns only.

Prohibitions: Letters except one for the addressee; coin exceeding \$10 in value, drugs except under permit, firearms and ammunition, Japanese shaving brushes, radio-active materials, trade and immature spirits.

Restrictions: Accoutrements, uniforms or clothing which, when worn, may give the impression that the wearer is in Government employment; plants and seeds; fresh fruit; rat virus; second-hand clothing and bedding imported for sale; publications dealing with marriage or birth control.

Address: Parcels should include a Post Office Box or Private Bag number in the address. Parcels are not delivered.

Invoice: A commercial invoice dated and signed by the sender, must be enclosed in every parcel except those consigned to private individuals, and the parcel should be marked on the address side "Invoice Enclosed". Exceptionally, if a number of parcels are posted on any one day by the same sender to the same addressee, the sender must number the parcel 1, 2, 3, etc., and the invoice must be enclosed in parcel No. 1. The remaining parcels should be endorsed "Invoice Enclosed in Parcel No.1."

Import licences are required for all commercial parcels.

Packing: Parcels should be very strongly packed.

Compensation is not payable for ordinary parcels lost, stolen or damaged.

THAILAND**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles: may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Bank-notes, coins, charged butane gas lighters and refills.

Restrictions: Firearms.

Parcel Post

Surface	}	See Schedule of Oversea Surfaces and Air Parcel Post Rates.
Air		

Customs declaration: 1 Yellow form CP3.

Insurance: No Service.

Overseas Post: Foreign Countries, *contd.***THAILAND, *contd.***

Prohibitions: Letters, charged butane gas lighters and refills, bank-notes coins.

Restrictions: Firearms, air-guns and their accessories.

Import licences are required for many classes of goods.

TIBET

Letter Post
Surface }
Air Mail } See Schedules of Letter Rates.

Parcel Post: No Service.

TOGO—Republic of

Letter Post
Surface }
Air Mail } See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English or required thereafter top green label and form C2/CP3.

Insurance: Limit \$120. Surface only.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); radio-active material; coin; articles of gold, platinum or silver; jewellery; precious stones, printed matter relating to lotteries, documents payable to bearer.

Restrictions: Cocaine, morphine, opium and other narcotics.

Parcel Post
Surface }
Air } See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 required written in French and English.

Insurance: Limit \$120. Surface only.

Prohibitions: Letters; arms, charged butane gas lighters and refills (uncharged lighters are admitted); daggers, knives and all offensive weapons, saccharin and similar substances, poisonous substances, all kinds of alcohol, silver coin, weights and measures not of the decimal system; and all goods bearing indications which suggest they are of French origin when they are not.

Restrictions: Cocaine, morphine, opium, and other narcotics unless authority is given by the President of the Republic.

Delivery: Parcels are not delivered.

TONGA (Friendly Islands)

Letter Post
Surface }
Air Mail } See Schedules of Letter Rates.

Overseas Post: Foreign Countries, *contd.***TONGA (Friendly Islands), *contd.***

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$740. Surface mail and to Nukualofa and Vavau only.

Prohibitions: Jewellery, perfumes, spirits.

Restrictions: Packets containing articles of celluloid or cinematograph films must bear a white label with the word *celluloid* or *films* in bold letters, drugs, watches, photographic goods.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.

Air: No Service.

Customs declaration: 1 Yellow form CP3.

Insurance: Limit \$100. Surface mail and to Nukualofa and Vavau only.

Prohibitions: Jewellery, musical instruments, spirits over 1 pint in quantity, or packed with other goods; tobacco, cigars, cigarettes and snuff in parcels over 11 lb in weight or packed with other goods.

Restrictions: Fully and semi-manufactured gold, plants and parts of plants, clocks, watches, drugs.

TORTOLA (British Virgin Islands)**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Coin, perishable biological substances.

Parcel Post

Surface

Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declaration: 1 Yellow form CP3.

Insurance: Limit \$40.

Prohibitions: Letters, except one for the addressee; arms, except under permit.

Compensation: Parcels are sent through the U.S.A. service and compensation is not payable if loss, theft or damage occurs in that service.

TRINIDAD AND TOBAGO Republic of**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Overseas Post: Foreign Countries, *contd.***TRINIDAD AND TOBAGO, *contd.***

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$100. Principal towns only. See list under PARCEL POST.

Prohibitions: Carbon paper, foreign lottery tickets and advertisements, flick knives, gravity knives, sword-sticks and similar articles.

Restrictions: As for PARCEL POST.

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declaration: 1 Yellow form CP3.

Insurance: Limit \$100. Principal towns only. See list below.

Prohibitions: Letters; arms; ammunition, carbon paper, knives, gravity knives; sword-sticks and similar articles; foreign lottery tickets and advertisements, raw coffee, unrefined sugar, cocoa beans, honey and bees-wax unless contained in manufactured articles.

Restrictions: Bees, fruit; plants and vegetables; saccharin.

Insurance: Places for which insured parcels (and insured letters) can be accepted:

Arima, Arouca, Belmont (suburb of Port-of-Spain), Blanchisseuse, California, Carapichaima, Caroni, Cedros, Chaguanas, Claxton Bay, Couva, Cumuto, Cunupia, Curepe, Diego Martin, Erin, Forest-Reserve, Fyzabad, Gonzalees place, Gran Couva, Guaico, Guapo, Guayaguayare, LaBrea, Laventille, Manzanilla, Marabella, Matelot, Mayaro, Moruga, Morvant, Newtown, Oropouche, Palo Seco, Penal, Point Fortin, Port-of-Spain, Princess Town, Tabaquite, Tableland, Tacarigua, Toco, Tunapuna Williamsville, Woodbrook, Charlotteville (Tobago), Moriah (Tobago), Roxborough (Tobago), Scarborough (Tobago), Speyside (Tobago).

TRIPOLITANIA—See Libya

TRISTAN DA CUNHA**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Prohibitions: Drugs, certain plants e.g. Lilies, Narcissi.

Restrictions: Potatoes.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.
Air: No Service.

Customs declaration: 1 Yellow form CP3.

Overseas Post: Foreign Countries, *contd.***TRISTAN DA CUNHA, *contd.***

Prohibitions: Letters, except one for addressee; liquor, certain plants (e.g. Lilies, narcissi) drugs.

Restriction: Potatoes.

TUNISIA**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Insurance: Limit \$340. Surface mail only.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); gold, jewellery, platinum, precious stones, silver; currency notes except in insured letters; playing cards, coin.

Restrictions: Cigarettes, cigars and tobacco, manufactured cotton, alcoholic beverages.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.

Air: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in French and English.

Insurance: No Service.

Prohibitions: Letters; arms, except sporting weapons admitted under permit; charged butane gas lighters and refills (uncharged lighters are admitted); coin; cotton seed; grapes; playing cards; saccharin and its products.

Restrictions: Alcoholic liquors; manufactured cotton; plants and bulbs; tobacco (manufactured), cigars and cigarettes.

Delivery: Parcels are normally delivered.

TURKEY**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in Turkish or French and English required; thereafter top green label and form C2/CP3.

Insurance: Limit \$230.

Prohibitions: Newspapers, periodicals and other printed matter prohibited by Turkish Government decree, contraceptives, lottery tickets.

Overseas Post: Foreign Countries, *contd.***TURKEY, *contd.***

Restrictions: Letters or packets containing deeds, shares, warrants and so on, as well as those containing Turkish currency, including cheques or drafts made out in Turkish money; bank-notes, gold, silver, jewellery, platinum, precious stones, coin; plants and parts of plants; saccharin; seeds.

Invoice: A certified invoice and certificate of origin must accompany all parcels sent to commercial firms.

Address: The country of destination must be shown as Turkey without any alternatives or additions such as Asia Minor, Armenia and so on. Obsolete place names, such as Constantinople, Angora, Adalia, Pera, must not be used but names, Istanbul, Ankara, Antalva, Beyoglu must be employed.

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 written in Turkish or French and English.

Insurance: Limit \$230.

Prohibitions: Letters; charged butane gas lighters and refills; labels, corks, empty bottles or other containers bearing the marks of non-Turkish firms and intended for use in packing Turkish products and goods; goods bearing indication which suggest that they are of Turkish origin when they are not: cottons not mentioned in the official list (Codex) except cotton prepared for medical use; military weapons (except for the Government) and air-guns; worn clothing, bedding and so on, except with certificate of disinfection.

Restrictions: Alcoholic liquors; pharmaceutical preparations; plants and parts of plants; playing cards; quinine; soap, tea, tobacco and tobacco products.

Invoice: A certified invoice and certificate of origin must accompany all parcels.

Address: See under LETTER POST.

Sealing: Parcels must be sealed with a distinctive device.

TURKS AND CAICOS ISLANDS**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Butane gas lighters and refills, plants and arms.

Restrictions: Drugs.

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Overseas Post: Foreign Countries, contd.**TURKS AND CAICOS ISLANDS, contd.**

Customs declaration: 1 Yellow form CP3.

Prohibitions: Letters, butane gas lighters and refills, firearms, except under permit.

Restrictions: Drugs.

TUVALA (formerly Ellice Island (Pacific Ocean)).**Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Insurance: No Service.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Prohibitions: Articles of any kind bearing the impression or representation of any currency note, bank-note or coin in current use in any country; charged butane gas lighters and refills, dyestuffs obtained from coal tar; gold or silver bullion.

Bullion is not admitted in registered letters.

Restrictions: Brushware containing any animal hair, narcotics, films, celluloid.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.
Air: No Service.

Insurance: No Service.

Customs declaration: 1 Yellow form CP3.

Prohibitions: Letters, dyestuffs obtained from coal tar; articles of any kind bearing the impression or representation of any currency note, bank-note or coin in current use in any country; charged butane lighters and refills, drugs and similar substances unless addressed to a Medical Practitioner.

Restrictions: Brushware containing any animal hair, narcotics, films, celluloid.

Compensation is not payable.

UGANDA**Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: Limit \$240.

Prohibitions: Firearms, munitions; bank and currency notes except in registered items, coin not exceeding \$10 in value, unmanufactured platinum, gold and silver, flick knives and gravity knives.

Restrictions: Plants and seeds, publications dealing with marriage or birth control, spirits, worn clothing, dangerous drugs.

Overseas Post: Foreign Countries, contd.**UGANDA, contd.**

Packing and Marking: Parcels containing films must bear a white label boldly marked **FILMS** in block letters.

Address: Correspondence should include a Post Office Box Number or Private Bag Number in the address.

Parcel Post

Surface

Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: Limit \$240.

Customs declaration: 1 Yellow form CP3.

Prohibitions: Letters except one for the addressee, trade and immature spirits, flick knives, flick guns and gravity knives, firearms, munitions.

Restrictions: Accoutrements; coin exceeding \$10 in value, dangerous drugs, fresh fruits, plants and seeds; publications dealing with marriage or birth control; rat virus, and second-hand clothing and bedding imported for sale, unmanufactured gold, silver and platinum postal, franking machines.

Import Licences are required for certain classes of goods.

Packing and Marking: Parcels should be very strongly packed preferably in waterproof material. Those containing films must bear a white label boldly marked **"FILMS"** in block letters.

Delivery: Parcels should include a P.O. Box or Private Bag number in the address. Parcels are not delivered.

Compensation is not payable for ordinary parcels lost, stolen or damaged.

UKRAINIAN S.S.R.—Same as Union of Soviet Socialist Republics.

UMM AL QAIWAIN—See United Arab Emirates.

UMM SAID—See Qatar

UNION OF SOVIET SOCIALIST REPUBLICS**Letter Post**

Surface

Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by small packet post—up to \$100 green label written in Russian or French and English required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary and registered letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Items of value (e.g. coins, currency notes, gold, etc.) are not admitted in registered letters.

Insurance: Limit \$800.

Overseas Post: Foreign Countries, contd.**UNION OF SOVIET SOCIALIST REPUBLICS, contd.**

Prohibitions: Articles and samples liable to customs duty except in small packets; chewing gum, printed matter, corrected proofs with marked words or phrases; documents, photographs, pictures and so on, prejudicial to Soviet views; fresh fruits and vegetables; narcotics; postage stamps for private persons; Soviet coin and monetary documents except under permit; sulphate of copper.

Restrictions: Drawings, printed matter, photographs, films, manuscripts, printers blocks, and gramophone records are admitted only by authority of the Soviet Authorities. Exceptionally, however, technical and scientific literature and periodicals not intended for sale sent to Soviet trusts, syndicates or Government departments, and single copies of books, periodicals and so on sent by publishers, booksellers and other firms to private persons are admitted without permit. Medicines are admitted only if accompanied by a prescription issued by a doctor in the U.S.S.R. and bearing the stamp and seal of a Soviet health centre; seeds, plants and parts of plants are admitted only if addressed to a recognized institution.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.
Air: No Service.

Customs declarations: 2 forms C2/CP3 and 1 despatch note required written in Russian, French and English.

Insurance: Limit \$230.

Prohibitions: Letters; arms, except sporting guns under permit; conserves in hermetically sealed containers; printed matter; corrected proofs with marked words or phrases; documents, photographs, pictures and so on prejudicial to Soviet views, fresh fruits and vegetables; military materials; postage stamps; Soviet coin and monetary documents except under permit; sulphate of copper, used clothes; clothing and footwear, medicines to private persons, chewing gum.

Restrictions: Books, pictures, maps, music or other printed matter; meat in any form; medicines other than to private persons are admitted only if accompanied by a prescription issued by a doctor in the U.S.S.R. and bearing the stamp and seal of a Soviet health centre; narcotics, seeds, plants and parts of plants are admitted only if addressed to a recognized institution.

Import Licences are required for all commercial parcels and an invoice must be enclosed in every parcel. Licences are also necessary for most other parcels.

Gift parcels: Small quantities of certain articles may be imported without a licence up to specified limits, provided they are intended for the personal use of the addressee. Gift parcels may not contain perishable food, foodstuff in hermetically sealed or glass containers; spirits, cloth cuttings, thread, photographic apparatus or watches.

Packing: Parcels must be strongly packed.

UNITED KINGDOM—See Great Britain and Northern Ireland.

UNITED ARAB EMIRATES (Abu Dhabi, Dubai, Diera El Requa, Sharjah, Ras Al Khaimah, Fujairah, Ajman, Umm Al Qaiwan El Ein)

Letter Post

Surface }
Air Mail } See Schedules of Letter Rates.

Overseas Post: Foreign Countries, contd.**UNITED ARAB EMIRATES, contd.**

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: See entries where individual States are shown. For other States: No service.

Prohibitions: Arms and ammunitions (or parts thereof); charged butane gas lighters and refills (uncharged lighters are admitted); cultured imitation, artificial and bleached pearls.

Restrictions: Alcoholic drinks, drugs.

Address: The address should include the name of the state and then "UNITED ARAB EMIRATES". No other description is required.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: See entries where individual States are shown: For other States: No service.

Prohibitions: Letters (except one for the addressee); arms and ammunitions (or parts thereof); charged butane gas lighters and refills (uncharged lighters are admitted); cultured, imitation, artificial or bleached pearls.

Restrictions: Alcoholic drinks; drugs.

Packing: Parcels should be very strongly packed.

Address: See under LETTER POST.

Delivery: Parcels are not delivered.

Compensation is not payable for ordinary parcels lost, stolen or damaged.

UNITED STATES OF AMERICA (including Alaska and Hawaii)**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No service.

Prohibitions: Charged butane gas lighters; Contraceptives; cotton, cotton seed and cotton seed products (cotton goods are admitted); drugs and therapeutic products; (certain of these products are admitted), feathers and skins of wild birds (except ostrich feathers); fresh fruit; gold bullion exceeding 100 U.S. dollars in value; intoxicating liquors; potatoes; tickets, advertisements or circulars of lotteries, circulars advertising immoral or obscene articles.

Restrictions: Arms, bees; cereals; cigars, cigarettes and cheroots; cotton seed oil; cotton waste and unmanufactured cotton; cream, empty butane gas lighters and refills, gold coin. Meat and meat food products; radio-active substances and articles containing radio-active substances; viruses, serums and toxins.

Overseas Post: Foreign Countries, *contd.***UNITED STATES OF AMERICA, *contd.***

Import permits are required for all packets containing bulbs, plants, parts of plants and seeds.

Packing: Hay and straw must not be used. Senders are advised to use shredded paper or synthetic materials.

Origin: Every article (except books imported by or for the account of any public library or library association) capable of being stamped, branded or labelled at the time of its manufacture, without suffering damage, must be conspicuously and indelibly stamped or branded and so on, in English characters with an indication of the country of origin.

Invoice: Each article containing an invoice shall be marked on the address-side "Invoice enclosed". If the invoice cannot conveniently be enclosed within a sealed article, it may be securely attached to the article.

Failure to comply with any of the requirements set forth above will result in delay in the clearance of mail shipments through the United States Customs.

Certain articles of foreign origin imported into the United States must have the name of the country of manufacture indelibly and conspicuously stamped, cut, engraved or die-sunk on an exposed part thereof. This marking may, if necessary, be applied after importation.

Parcels valued at more than \$500 must be accompanied by a special Customs Invoice. Enquiry may be made at the United States Embassy.

Customs Duty: Printed matter is subject to customs duty.

Address: The postcode should be written to the right-hand side of the name of the state.

Parcel Post

Surface	} See Schedule of Overseas Surface and Parcel Post Rates.
Air	

Insurance: No Service.

Customs declaration: 1 Yellow form CP3.

Parcels for U.S.A. may be registered. Fee 40c. No indemnity is paid for registered parcels lost or damaged during exchange with the United States of America, (or for any parcel.)

Prohibitions: Letters; charged butane gas lighters; contraceptives; cotton, cotton seed and cotton seed products (cotton goods are admitted); drugs and therapeutic products (certain of these products are admitted); feather and skins of wild birds (except ostrich feathers); gold bullion exceeding 100 U.S. dollars in value; intoxicating liquors; potatoes, tickets, advertisements or circulars of lotteries, circulars advertising obscene or immoral articles.

Restrictions: Arms; bees; cereals; cigars, cigarettes and cheroots; cotton waste and unmanufactured cotton; cream, empty butane gas lighters and refills, gold coin; radio-active substances and articles containing radio-active substances; viruses, serums and toxins.

Imports permits are required for all parcels containing bulbs, plants, parts of plants and seeds.

Overseas Post: Foreign Countries, *contd.***UNITED STATES OF AMERICA, *contd.***

Invoice: Each article containing an invoice shall be marked on the address-side "Invoice enclosed". If the invoice cannot conveniently be enclosed within a sealed article, it may be securely attached to the article.

Failure to comply with any of the requirements set forth above will result in delay in the clearance of mail shipments through the United States Customs.

Origin: Certain articles of foreign origin imported into the United States must have the name of the country of manufacture indelibly and conspicuously stamped, cut, engraved or die-sunk on an exposed part thereof. This marking may, if necessary, be applied after importation.

Address: See under LETTER POST.

Compensation is not payable for ordinary or registered parcels lost, stolen or damaged.

UPPER VOLTA**Letter Post**

Surface Air Mail	} See Schedules of Letter Rates.
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Dutiable articles may be sent by letter and small packet post—up to \$100 green label (written in French and English) required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary letters.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); radio-active material.

Restrictions: Drugs.

Parcel Post

Surface Air	} See Schedule of Overseas Surface and Air Parcel Post Rates.
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Insurance: No Service.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 written in French and English.

Prohibitions: Letters; charged butane gas lighters and refills (uncharged lighters are admitted; counters resembling coin; weights and measures not of the decimal system; and all goods bearing indications which suggest they are of French origin or manufacture when they are not; radio-active material.

Restrictions: Arms, including air-guns; books and printed matter in Arabic; mineral waters; preserved plums, sardines and vegetables; saccharin and similar substances; spirits.

Overseas Post: Foreign Countries, contd.**URUGUAY****Letter Post**

Surface	} See Schedule of Letter Rates.
Air Mail	

Dutiable articles may be sent by registered letter and small packet post—up to \$100 green label written in Spanish and English required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Coin, documents payable to bearer; gold, jewellery, platinum, precious stones, silver.

Restrictions: Certain plants, fruits, drugs.

Parcel Post

Surface: See Schedule of Overseas Surface and Air Parcel Post Rates.
Air Mail: No Service.

Insurance: No Service.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2. written in Spanish or French and English

Prohibitions: Letters; firearms, and all military weapons; gold and silver coins, except ancient coins (not over 10 per parcel) for collections.

Restrictions: Drugs; certain plants, roots, fruit, worn clothing.

Delivery: Parcels are not delivered.

VATICAN CITY STATE**Letter Post**

Surface	} See Schedules of Letter Rates.
Air Mail	

Insurance: No Service.

Dutiable articles may be sent by letter and small packet post—up to \$100, green label written in Italian or French and English required; thereafter top green label and form C2/CP3.

Prohibitions: Arms, bank-notes, coin, gold, jewellery, platinum, precious stones silver; clothing; mechanical lighters; perfumes; pharmaceutical preparations; photographic apparatus and films; playing cards; saccharin; tea; tobacco.

Parcel Post

Surface	} See Schedule of Overseas Surface and Air Parcel Post Rates.
Air	

Insurance: No Service.

Customs declarations: 3 forms C2/CP3 and 1 despatch note CP2 written in Italian or French and English.

Each declaration for a gift parcel must be conspicuously marked **GIFT PARCEL**.

Overseas Post: Foreign Countries, *contd.***VATICAN CITY STATE, *contd.***

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted), arms, tobacco.

VENEZUELA**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Items subject to customs duty are not accepted in ordinary and registered letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Items of value (e.g. coins, currency notes, gold etc.) are not admitted in registered letters.

Insurance: No Service.

Prohibitions: Gold; jewellery; platinum; precious stones; silver; coins; bank-notes; currency notes and documents payable to bearer; saccharin.

Restrictions: Patent medicines; plants and parts of plants and products from plants, such as wheat flour.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: Forms C2/CP3 and 1 despatch note CP2. Declaration should show contents in detail in accordance with the requirements of the Venezuelan customs tariff. Goods must also show gross and net weights as provided for on the customs declaration form C2/CP3 as well as value and country of origin.

Insurance: No Service.

Prohibitions: Letters; uncooked pork and its products; cigarette papers; copper; nickel and silver coins except for the Government.

Restrictions: Arms; patent medicines; plants and parts of plants and products from plants, such as wheat flour; wireless apparatus.

Gift parcels are subject to normal Customs duties.

Delivery: Parcels are not delivered.

VIETNAM**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Insurance: No Service.

Dutiable articles may be sent to the Republic of Vietnam (i.e. South) only, by letter, and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Overseas Post: Foreign Countries, *contd.***VIETNAM, *contd.***

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); current coin, gold, jewellery, platinum, precious stones, silver and other precious object.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted and should be declared as such on the customs declaration form C2/CP3); contraceptives; plants; saccharin and similar products.

Restrictions: Arms.

VIRGIN ISLANDS OF THE U.S.A. (St. Croix, St. John and St. Thomas)

Letter Post—Same as U.S.A.

Parcel Post—Same as U.S.A.

WESTERN IRIAN—as for Indonesia

YEMEN ARAB REPUBLIC**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Insurance: No Service.

Dutiable articles may be sent by letter and small packet post—up to \$100 green label written in French and English required; thereafter top green label and form C2/CP3.

Prohibitions: Books, printed papers and photographs contrary to public morals and the Islamic faith; intoxicating liquors.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2.

Prohibitions: Letters, books, printed papers and photographs contrary to public morals and the Islamic faith; intoxicating liquors.

YEMEN (Peoples Democratic Republic of)**Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Overseas Post: Foreign Countries, *contd.***YEMEN (Peoples Democratic Republic of) *contd.***

Items subject to customs duty are not accepted in ordinary or registered letters. Serums, vaccines and urgently required medicaments are admitted in all cases.

Insurance: Limit \$400. Insurance services are available at Aden, Crater, Little Aden, Maalla, Mukalla, Sheikh Othman only.)

Prohibitions: Arms and parts thereof (including imitation and toy pistols and revolvers), sulphur, jewellery, silver platinum, gold, precious stones.

Restrictions: Drugs.

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Customs declaration: 1 Yellow form CP3.

Insurance: Limit \$400.

Prohibitions: Letters, except one for the addressee; arms and parts thereof (including imitation and toy pistols and revolvers), sulphur, labels or woven goods bearing designs in imitation of paper money; quinine coloured pink.

Restrictions: Plants, drugs.

Compensation is not payable for parcels lost, stolen or damaged or for parcels containing substances easy to liquefy, glass and articles of a fragile nature.

YUGOSLAVIA**Letter Post**

Surface
Air Mail

} See Schedules of Letter Rates.

Dutiable articles may be sent by registered letter and small packet post—up to \$100 green label (written in French or Yugoslav and English) required; thereafter top green label and form C2/CP3.

Articles subject to customs duty are not accepted in insured letters.

Insurance: Limit \$460.

Prohibitions: Tobacco and its products. See also PARCEL POST.

Restrictions: Narcotics. See also PARCEL POST.

Address: If the postcode is known it should be written to the left of the Post form.

Parcel Post

Surface
Air

} See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: No Service.

Customs declarations: 1 form C2/CP3 and 1 despatch note CP2 written in French or Yugoslav and English.

Prohibitions: Letters; arms (except sporting guns and ammunition); artificial wine essence, butane gas lighters and refills; cigarette papers; foreign military uniforms; Yugoslav money, tobacco and its products, cigarette papers.

Overseas Post: Foreign Countries, *contd.***YUGOSLAVIA, *contd.***

Restrictions: Copies of plans; fruit, gold, silver, platinum, jewellery and precious stones, meat products, patent medicines and drugs, plants, parts of plants and seeds, wireless apparatus.

Import Licence: The importation of most classes of goods is subject to the production of an import licence.

Gift Parcels: Customs duty is raised on most articles sent as gifts to private persons, but not on medicaments and orthopaedic aids.

Compensation is not payable for damage to parcels containing liquids, fragile articles or perishable goods if the damage occurs in the Italian service.

ZAIRE—Republic of

Address: See under Letter Post.

Letter Post

Surface }
Air Mail } See Schedules of Letter Rates.

Dutiable articles may be sent by letter and small packet post—up to S100 green label (written in French and English) required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Coin, gold, jewellery, platinum, precious stones, silver, bearer bills.

Restrictions: All currency notes except those of the Bank of the Republic of Zaire.

Parcel Post

Surface }
Air } See Schedule of Overseas Surface and Air Parcel Post Rates.

Insurance: No Service.

Customs declarations: 2 forms C2/CP3 and 1 despatch note CP2 written in French and English.

Prohibitions: Letters, arms, bearer bills and so on.

Restrictions: Saccharin and similar products.

Import Licences are required for all parcels except gift parcels not exceeding 50 Zaires in value.

Invoice: An Invoice is required for each commercial parcel.

Address: The name of the province should appear in the address of parcels for the Republic of Zaire.

Delivery: Parcels are not delivered.

Compensation is not payable.

Overseas Post: Foreign Countries, *contd.***ZAMBIA****Letter Post**

Surface	}	See Schedules of Letter Rates.
Air Mail		

Dutiable articles may be sent by letter and small packet post—up to \$100 green label required; thereafter top green label and form C2/CP3.

Insurance: No Service.

Prohibitions: Charged butane gas lighters and refills (uncharged lighters are admitted); honey.

Restrictions: Medicines and drugs, plants and seeds.

Parcel Post

Surface	}	See Schedule of Overseas Surface and Air Parcel Post Rates.
Air		

Customs declaration: 1 Yellow form CP3.

Prohibitions: Letters, articles produced by prison labour, charged butane gas lighters and refills (uncharged lighters are admitted); honey, trade spirits.

Restrictions: Firearms, medicines and drugs; ostrich feathers, plants, roots seeds and bulbs, viruses, vaccines and serums, narcotics.

Invoice: Invoices and certificates of origin should be sent separately from parcels.

Import Licences are required for certain classes of goods.

Packing: Waterproof covers for parcels is recommended.

Compensation is not payable for ordinary parcels lost, stolen or damaged.

Delivery: Parcels are not delivered.

ZANZIBAR—See Tanzania

TELECOMMUNICATIONS



TELECOMMUNICATIONS

In the list of Post Offices and Postal Agencies in Jamaica at the beginning of the Guide the letter "T" is used to indicate the offices and agencies which accept and deliver telegrams.

TELEGRAMS—(INLAND)

RATES

Ordinary: The charge for a telegram other than a Priority or Press Telegram is 35c for the first 12 words and 3c for each additional word.

Priority: The charge for a Priority telegram is 45c for the first 12 words and 3c for each additional word. The word "Priority" for which no charge is made, must be written before the address of the telegram.

Press: The charge for Press messages is 20c for the first 12 words and 1c for every additional two words.

Reply-paid: The sender of a telegram may prepay a reply. In such case a Reply-paid form will be handed to the Addressee. That form will, within two months from its date, frank any telegram not exceeding in length the number of words stated on it. If the form be not used, its value will be paid to the sender of the original telegram on application being made within two months to the Postmaster General. The form must accompany the application. The word "Reply-paid" and the amount of prepayment must be written before the address.

Counting of words for charging: The rules governing the counting of words for inland telegrams are substantially the same as those for oversea telegrams. See below.

PORTERAGE

I. Telegrams will be delivered from the Terminal Office by Messenger *without charge* if the addressee resides *within one mile* of such office, or if in Kingston, within the postal delivery.

II. Beyond these limits they are delivered specially as under, if the requisite portorage fees are pre-paid—

- (a) Ten cents per mile counting from the boundary of the free delivery.
- (b) The above rates will be maintained, provided the Department can obtain delivery at the prices quoted, otherwise the best possible arrangement for delivery will be made and the charges shall be paid by the sender.

III. If the required portorage fees are not pre-paid, or if a sufficient deposit be not made to meet such charges (where the exact distance is not known) this telegram will be delivered in ordinary course by post as a letter from the Terminal Office.

IV. In the event of any payment or deposit on account of portorage fees being insufficient the sender of this telegram will be liable for the ascertained deficiency if not paid by the addressee on delivery.

The charge for the transmission and for portorage of telegrams must be prepaid.

OFFICE HOURS

The office hours are from 8 a.m. to 4 p.m. Monday to Friday and 8 a.m. to 12 noon on Saturday.

No service is provided at night or on a Sunday and Public Holiday.

Telegrams—(Inland) (Overseas,) *contd.*

General: A receipt for a telegram may be obtained on the prescribed form on payment of 1c for each receipt.

A certified copy of a telegram may be obtained on application to the Postmaster General on payment of a fee of 5c. If special search is necessary the cost incurred will be charged in addition.

Inland telegrams are retained on file for 3 months. On Jamaica Government Service (O.J.G.S.) for 4 months, and foreign telegrams for 6 months.

Abbreviated telegraphic addresses (inland) for use at any office, may be registered with the Postmaster General at a cost of \$8 per annum.

Persons resident at a place to which the island telegraph line has not been extended can benefit by its use on the following conditions—

- (a) If the words "By Post" with name of a telegraph station be written on a message it will be telegraphed to such station and forwarded from thence to its postal address by first post.
- (b) If a letter marked "On Post Office Telegraph Business" be sent by post to the telegraph clerk at any station the message enclosed will be promptly forwarded by telegraph from such station. In this case the letter may be registered and the cost of the message enclosed in stamps or coin. Telegrams may also be handed to a mail courier on his way to a telegraph office, but the Department does not take any liability for miscarriage.
- (c) No charge will be made in either case for postage or registration.

TELEGRAMS—(OVERSEAS)

Cablegrams: Cablegrams for all parts of the world may be handed in at any Telegraph Office on payment of the inland charge in addition to the amount charged by Jamaica International Telecommunications (JAMINTEL), in accordance with their Tariff. *No inland rate is charged for telegrams for the British Commonwealth and the U.S.A.*

For table of rates apply to any Telegraph Office or at the Office of Jamaica International Telecommunications, 15 North Street, Kingston.

The various classes of message available are:—

Ordinary Telegrams

Ordinary telegrams may be written in plain or secret (code or cipher) language or any combination of these.

The text of an ordinary telegram may contain a mixture of plain and secret code and/or cipher language and the total charge is arrived at by adding the charge for each individual word reckoned in accordance with the rules for counting.

The minimum charge is as for seven words.

Urgent Telegrams

The urgent telegram provides a specially accelerated service to most countries.

Such telegrams have priority in transmission and the rates are double the ordinary rates. The word "Urgent" must be included as the first word in the address and charged for. The minimum charge is as for seven words.

Telegrams (Overseas), *contd.***Letter Telegrams**

The letter telegram services (LT) provide facilities at half the rate for ordinary telegrams for communications in plain language of a lengthy though less urgent character than those provided by the ordinary or urgent services. The minimum charge is as for 22 words. Prefix LT is charged for as one word.

"Letter Telegrams" are normally delivered during the day following the day of handing in.

Commonwealth Social Telegrams

Commonwealth social telegrams (GLT) may be sent to most places in the British Commonwealth. They must be in plain language and may be used for greetings, family news or non-commercial personal affairs.

Commonwealth social telegrams are normally delivered during the day following the day of handing in. They should contain the full postal address of the addressee. The only accessory service allowed is the prepaid reply. The rates are one-half the ordinary rates based on a minimum of 11 words. The prefix GLT is counted and charged for. No other accessory services such as the multiple address facility are admissible.

Press Telegrams

Press telegrams for publication in the newspapers may be sent at reduced rates by authorised press correspondents only. The minimum charge for press telegrams is as for 10 words.

Telegrams to Members of H.M. Army and R.A.F. abroad

Telegrams may be sent by means of any of the public services (ordinary, RLT or GLT) which may be available to the address concerned, subject to the usual conditions as regards charges, and so on.

Telegrams addressed to any of the "Forces" addresses are chargeable at current rates.

The urgent service at double the ordinary rate is available for the overseas transmission of telegrams to these "Forces" addresses, but urgent delivery facilities are not available.

Telegrams addressed to members of the Forces overseas are given telegraphic transmission abroad but final delivery is normally effected by Service postal channels.

Pre-paid Replies

A reply may be pre-paid to the majority of overseas telegrams.

When prepayment of a reply is desired the sender should write the letters =RP= followed by the amount to be prepaid, for example, =RP\$1.05= before the address. This prefix is counted and charged for as one word.

A voucher is issued to the addressee by the office of delivery and is valid for a period of three months for payment or partial payment of any telegram.

If the reply-paid telegram cannot be delivered to the addressee, the value of the voucher is refunded to the sender on application being made within a period of four months.

If the addressee does not use the voucher its value will be refunded to the sender if he makes application and returns the voucher within a period of four months.

Telegrams—(Overseas), *contd.*

METHOD OF ADDRESS

The address of a telegram should contain sufficient particulars to enable it to be delivered without inquiry or reference to directories. It must contain at least two words, the first designating the addressee by name or an abbreviated telegraphic address registered at the telegraph office of destination, and the second, the telegraph office of destination. Telegrams addressed to a Post Office Box number must also contain the name of the addressee. The sender should, in his own interests, include the name of the street and the number of the house. If, however, these particulars are not known to the sender, the inclusion of the trade or profession of the addressee will facilitate delivery. Telegrams addressed to persons at the address of another must contain, immediately after the name of the actual addressee the word "*chez, care of*", or other equivalent expression.

In telegrams for places where English is not the recognised language, the address should be in French or in the language of the country to which the telegram is sent. In order that the destination of the telegram can be seen easily at all stages of transmission, the name of the telegraph office from which the telegram is to be delivered should always come last in the address. In telegrams for large towns a district indicator may be added to the name of the town, for example, "*Paris 15*."

Telegrams for delivery at the Urgent, Letter or Commonwealth Social Telegram rates should have the appropriate indication in front of the address thus: URGENT=Urgent telegram; LT=Letter Telegram; GLT=Commonwealth Social Telegram.

TELEPHONIC ADDRESSES

The sender may request that telegrams be delivered by telephone. In such telegrams the indication "=TF=" should be written before the address and the name of the exchange and the telephone number should be followed by the addressee's name and place of destination, for example, "*=TF Passy 5074=Pauli Paris*". If the addressee is not the telephone subscriber the word "*chez, care of*," or other equivalent expression must be included in the address.

TELEX ADDRESSES

The sender may request that telegrams, except Commonwealth Social Telegrams, be delivered by telex. In such telegrams the indication "=TLX=" should be written before the address and the telex number should be followed by the addressee's name and place of destination, for example, "*=TLX 20074=Pauli Paris*".

TELEX SERVICE

The Post Office Telegraph Centre at the General Post Office, Kingston, is connected to the Kingston Telex Exchange operated by the Jamaica Telephone Company. The following services are available to Telex Subscribers:—

- (i) Inland and Overseas Telegrams received by the Post Office for delivery to Telex Subscribers are transmitted to them over the Telex free of cost.
- (ii) Inland Telegrams may be transmitted by Telex Subscribers direct to the Post Office Telegraph Centre, provided:

- (a) each Subscriber first opens a Deposit Account with the Postmaster General.

The Deposit Account should cover 2 months anticipated transactions and will be increased in proportion with the amount of business done. The Service charge for operating a Deposit Account is \$24.00 per annum.

Telegrams—(Overseas), *contd.*

- (b) he is prepared to pay the normal transmission charges including portage where necessary, on all telegrams sent to the Post Office Telegraph Centre for onward transmission to inland destinations.

The Post Office does not handle Overseas Telex calls. This service is provided by Jamaica International Telecommunications Ltd.

The Telex dial number of the Post Office Telegraph Centre is 33 and its Answer Back Code is "POTELS KINGSTON".

TELEGRAMS WHICH ARE TO BE CALLED FOR

The address of telegrams to be retained until called for at a telegraph or post office should be preceded by one of the following indications according to the facility required:

=TR=Telegram to be called for at a telegraph office; =GP=Telegram to be called for at a *Poste Restante*; =GPR=Telegram to be called for at a post office, registered. The supplementary charge for the service GPR is 6c. These services are not available on Commonwealth Social Telegrams.

Telegrams follow the Addressee

When the sender of a telegram is not certain that the addressee will be found at the address given and desire the telegram to be sent on, the indicator =FS= should be inserted before the address. This service is not available on Commonwealth Social Telegrams. It is charged for as one word.

Sender's Name and Address

The name and address of the sender must be written on the back of the form in the space provided and it is desirable that the sender's telephone number should be added.

COUNTING FOR CHARGING**Addresses**

Words in the address of a telegram, other than the name of the office of destination, are counted at the rate of 15 letters to a word.

Subject to this limit: (1) personal names, names of ships and so on may be combined by the sender to form single expressions, for example, "*Delarue*," and (2) the names of streets, squares, boulevards and other public thoroughfares may be combined to form single expressions and are counted as single words if written without a break. House numbers for example *30/A* or *30/BIS* are counted at the rate of five characters to the word, but the oblique stroke is not charged for.

A telephone number and the name of the exchange, together with the indicator =TF=, is counted in the address as one word, for example "=TF *Passy* 5074=" counts as one word. Similarly, a telex number together with the indicator =TELEX= is counted in the address as one word, for example "=TELEX= 20074" counts as one word.

The name of the office of destination is charged for as one word whatever its length. When the name of the country or district is necessary to distinguish the office from others of the same name it is not charged for. Similarly in telegrams for large towns a district indicator added to the name of the town is not charged for.

Telegrams—(Overseas), *contd.*

Groups of initials in common use may be combined in a group without the stops and are counted as five letters to the word. If, however, the sender desires that the letters should be transmitted as isolated letters each letter is counted as one word.

In all telegrams, words comprising the name and address of the sender, if to be transmitted separately from the text, are counted at the rate of fifteen letters to the word, but an arbitrary expression which is not a registered address is counted at the rate of five letters to the word. *Telegrams without Text are not admitted.*

PLAIN LANGUAGE

Definition

Plain language is that which presents an intelligible meaning, each word and each expression having the meaning normally assigned to it in the language to which it belongs.

Plain language telegrams may be drawn up in most languages but they must be written in letters of the English alphabet.

Counting

Each plain language word up to 15 letters ranks as one chargeable word, any letters in excess of 15 being charged at the rate of 15 letters to the word. Exceptionally, however, the following are counted at 15 letters to a word if written without break:

- Ordinary compound words;
- Names of towns, provinces, countries and so on;
- Family names and names of ships;
- Designations of aircraft, railway trains and so on;
- Only applicable in address as one word;
- Whole numbers, fractions, decimals or fractional numbers written in words.

The following may also be included in a plain language telegram but are charged at the rate of five characters to the word, any excess (where permitted) being charged at the same rate:

- A single check word or check number not exceeding five letters or five figures placed at the beginning of the text;
- Groups of letter and figures forming ordinal numbers, such as 17th;
- Commercial expressions or commercial marks;
- Groups of letters, of figures or of signs provided they have no secret meaning.
- (Oblique strokes, decimal points, and stops used in the formation of such groups are counted as figures).

Except in the case of groups of figures, signs of punctuations are transmitted only at the special request of the sender and they are then charged for as separate words. However, an oblique stroke in the number of a house, for example, 30/A, 30BIS, is not counted for the purpose of charging. If compound words, joined by a hyphen or separated by an apostrophe, appear in a standard dictionary, they are normally charged and transmitted as a single word (that is, with hyphens or apostrophes deleted). If they do not appear in a standard dictionary, they are treated as separate words.

Every isolated letter and figure is charged for as a word, but groups of initials in common use such as *HMS, RAF, BOAC, YMCA, PAA*, are counted as five letters to a word if stops are omitted.

Telegrams—(Overseas) Radio and Telegraph Licences, *contd.***Counting, *contd.***

Words incorrectly spelt so as to bring the number of letters within the maximum or incorrectly joined together contrary to the use of the language are not permitted in plain language telegrams.

Figures may be used in the text, but the chargeable number of such figures or groups of figures must not exceed one-third of the chargeable number of words in the telegram exclusive of the address.

SECRET LANGUAGE**Definition**

By secret language (code or cipher) is meant:

- (1) artificial words (which need not be pronounceable) composed exclusively of letters;
- (2) figures or groups or series of figures having a secret meaning;
- (3) words, names, expressions or combinations of letters not fulfilling the conditions applicable to plain language;
- (4) a mixture of the words and expressions mentioned above. Words in secret language must not contain any accented letter. Groups composed of letters and figures, letters or figures and signs having a secret meaning are not permitted.

Counting

Artificial words are counted at the rate of five letters to the word. Real words not used with the meaning normally assigned to them in the language to which they belong are counted at the rate of 15 letters to the word.

RADIO AND TELEGRAPH LICENCES

Under the provisions of the Radio and Telegraph Control Act, 1972, no person shall within the Island or its territorial waters establish, maintain or use any radio or telegraph station or apparatus without first obtaining a licence for the purpose, issued pursuant to regulations made under the Act.

These provisions, however, shall not apply to:—

- (a) the holder of a licence granted under the Broadcasting and Radio Rediffusion Act in accordance with the provisions of that Act;
- (b) any mobile station of foreign registry temporarily in or over the Island which is covered by a valid licence in the country in which it is registered;
- (c) radio and telegraph equipment designed and used only for reception of news broadcasts transmitted by news agencies and intended for reception by their subscribers; or
- (d) the establishment, installation or use of such radio or telegraph station or apparatus as may from time to time be exempted by the Minister by regulations, which exemption may be absolute or subject to such terms and limitations as the Minister may prescribe.

SPECIAL LICENCE

Notwithstanding the abovementioned provisions, the Minister may grant to any applicant a special licence, whether exclusive or non-exclusive, to establish, maintain or use any radio or telegraph station or apparatus, for such period and on such terms and conditions as the Minister may determine, so, however, that the holder of a special licence granted under this section shall conform to any regulations for the time being in force in relation thereto.

Radio and Telegraph Licences, *contd.***EXEMPTED RADIO AND TELEGRAPH APPARATUS**

The provisions of the Radio and Telegraph Control Act, 1972, shall not apply to radio and television receiving sets primarily designed to receive transmissions intended for direct reception by the general public.

Stations and apparatus exempted by the Minister by regulations are specified in the Radio and Telegraph Control (Exemptions) Regulations, 1973.

These include:—

- (1) any telegraph station or apparatus which—
 - (i) depends for its operation on and is connected to any licensed common carrier systems;
 - (ii) complies with all the requirements, (technical or otherwise) set out in the licence issued in respect of the common carrier system or service concerned;
 - (iii) is not used to transmit or receive third party messages;
- (2) any radio microphone or communication device of which—
 - (i) the carrier of the device is maintained within the band 26.97–27.27 megahertz;
 - (ii) all emissions including modulation products below 26.97 megahertz or above 27.27 megahertz are suppressed 20 db or more below the level of the unmodulated carrier;
 - (iii) the input to the final radio frequency stage (exclusive of filament or heater power) does not exceed 100 milliwatts; and
 - (iv) the antenna consists of a single element which does not exceed 5 feet in length;
- (3) apparatus for the remote control of models or other devices which operates within the band 27.180–27.210 megahertz and is not capable of emitting radio waves of a field strength greater than 1 volt per metre at 25 feet.

AMATEUR RADIO STATION LICENCE

The Postmaster General may grant Amateur Radio Station Licences to persons who are qualified in accordance with the provisions of the Radio and Telegraph Control (Amateur Radio Service) Regulations, 1974. Licences are issued for operating either a Class A, Class B or Class C station.

A licence shall not be issued to any person unless he is the holder of one of the following certificates:—

- (a) Amateur Radio Operator's Certificate, Class A;
- (b) Amateur Radio Operator's Certificate, Class B;
- (c) Amateur Radio Operator's Certificate Class C; or
- (d) any other Radio Operator's Certificate for which the qualifications are not of a lower standard than that required for any Class of Amateur Radio Operator's Certificate.

Amateur Radio Operator's Certificates, Class A are issued only to candidates who are not less than 18 years of age and, among other qualifications, are able to send and receive in the Morse code at a speed of not less than 15 words a minute.

Radio and Telegraph Licences, *contd.*

Amateur Radio Operator's Certificates, Class B are issued to candidates who are not less than 15 years of age and, among other qualifications, are able to send and receive in the Morse code at a speed of not less than 10 words a minute.

Amateur Radio Operator's Certificates, Class C are issued to candidates who are not less than 12 years of age and, among other qualifications, are able to send and receive in the Morse code at a speed of not less than 5 words a minute.

Before issuing an Operator's Certificate, the Postmaster General shall examine each applicant so as to be satisfied that the applicant possesses the minimum qualifications required for the class of certificate for which he has applied. The examination shall consist of written, oral and practical tests. However, the Postmaster General may, in his discretion, issue without examination a Jamaican Certificate to the holder of an equivalent certificate of proficiency issued in another Commonwealth country.

Where there is an agreement between Jamaica and some other country (outside the Commonwealth), for the granting of reciprocal amateur radio operating privileges to the nationals of one country when visiting the other country, the Postmaster General may issue an Alien Amateur Radio Station Permit for the operation of an amateur radio station in Jamaica, for a specified period, to a national of any other such country who is the holder of an amateur radio licence valid in the country of which he is a citizen or national. At the present time, such an agreement is in operation only between Jamaica and the United States of America.

The examination fee for any class of Amateur Radio Operator's Certificate is \$1.00. The fee for an Amateur Radio Station Licence on application is \$2.00. The Licence shall expire on the 31st day of March next after the date of issue but may be renewed annually on payment of the fee of \$2.00 to the Postmaster General.

RADIO TECHNICIAN'S LICENCES

These Licences are issued by the Postmaster General in accordance with the provisions of the Radio and Telegraph Control (Radio Operators and Technicians) Regulations, 1974.

A Radio Technician's Licence, Class A may be issued to any applicant who has satisfied the Postmaster General of his knowledge and qualifications in respect of:—

- (a) the general principles of electricity and the theory of radio;
- (b) advanced skill in the installation, repair and adjustment of radio transmitting apparatus with particular reference to safety measures and to the avoidance of harmful interference to other radio users; and
- (c) the operation and use of test instruments.

A Radio Technician's Licence, Class B may be issued to any applicant who has satisfied the Postmaster General of his knowledge and qualifications in respect of:—

- (a) elementary principles of electricity and the theory of radio;
- (b) basic skill in the installation, repair and adjustment of radio transmitting apparatus having a radio frequency power not exceeding one thousand watts and with particular reference to safety measures and to the avoidance of harmful interference to other radio users; and
- (c) the operation and use of basic test instruments.

Radio and Telegraph Licences, *contd.*

The examination fee for a Radio Technician's Licence, Class A is \$6.00 and that for a Radio Technician's Licence, Class B is \$4.00.

DEALERS' LICENCE

Experimental Radio Station Licence

These licences are granted by the Postmaster General under the provisions of the Telegraph Control (Dealers' and Experimental Radio Station Licences) Regulations, 1971.

A Dealers' Licence may be issued to any suitable applicant to sell, exchange or deal in radio-telephone or telegraphic apparatus by way of his trade or business.

The holder of a Dealers' Licence shall not sell, hire, install, maintain or operate any apparatus capable of emitting radiofrequency energy unless he has on his staff or in his employment a person holding an appropriate Operator's Certificate or Radio Technician's Licence.

The holder of a Dealers' Licence shall make a quarterly return to the Postmaster General listing all radiotransmitting equipment disposed of or acquired, and the number of radiotransmitting units in a stock, dismantled or destroyed.

The fee for a Dealers' Licence on application is \$5.00. The Licence shall expire on the 31st day of March next after the date of issue but may be renewed annually on presentation of the licence and payment of the renewal fee of \$5.00 to the Postmaster General.

An Experimental Radio Station Licence may be issued to any suitable applicant authorizing the establishment of an experimental radio station.

Such a Licence shall not be issued to any person unless he is the holder of an appropriate Operator's Certificate. Nevertheless, where in the opinion of the Postmaster General, the operation of the experimental radio station or the nature of the experiments to be carried out does not require a knowledge of the Morse Code, he may waive this requirement when determining the class of certificate required.

The fee for an Experimental Radio Station Licence on application is \$2.00. The Licence shall expire on the 31st day of March next after the date of issue but may be renewed annually on presentation of the licence and payment of the renewal fee of \$2.00 to the Postmaster General.

PRIVATE RADIO STATION LICENCES

These licences are issued by the Postmaster General in accordance with the provisions of the Radio and Telegraph Control (Private Radio Service) Regulations, 1973.

A licence is issued to an applicant only after he has satisfactorily demonstrated his need for radiocommunication including how the lack of the facility has been affecting his business or other activities.

Radio frequencies assigned for the use of any licensee are liable to simultaneous assignment to any other licensee or to change at any time where this is necessary in the opinion of the Postmaster General in order to effect a more efficient use of the radio frequency spectrum or to comply with any International Convention or otherwise.

Radio and Telegraph Licences, *contd.*

The following licences may be issued:—

- (1) Private Radio Station Licence authorizing the establishment, maintenance and use of one or more stations.
- (2) Private Radio Station (User) Licence authorizing the use only of one or more stations.

The fee payable on application for these licences is the annual fee specified in the Schedule below. These licences may be renewed each year on payment to the Postmaster General of the annual fee.

In addition, the Postmaster General may issue a non-renewable Private Radio Station Licence or Private Radio Station (User) Licence for a specified limited period of less than one year. These licences may be issued for periods of 3 months, 6 months or 9 months, the fee applicable being one-quarter, one-half or three-quarters of the annual fee specified in the Schedule below.

Schedule of Fees

1. Private Radio Station Licence

Annual fee for each transmitter included in a licence:—

- | | |
|--|------------|
| (a) transmitters operating on a frequency not exceeding 470 MHz with a mean power not exceeding one watt | .. \$ 5.00 |
| (b) transmitters operating with a mean power not exceeding 125 watts | .. \$ 8.00 |
| (c) transmitters operating with a mean power in excess of 125 watts | .. \$16.00 |
| (d) transmitters carrying more than one voice channel: | |
| (i) carrying a maximum of 6 voice channels.. | .. \$36.00 |
| (ii) carrying more than 6 voice channels:
for each additional group of 6 voice channels or part thereof | .. \$30.00 |
| (e) paging transmitters serving more than one organization | \$50.00 |

2. Private Radio Station (User) Licence

Annual Fee	.. \$ 5.00
------------	------------

3. Substitute licence	.. \$ 5.00
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COASTAL VESSELS RADIO TELEPHONE LICENCE

These Licences are issued in accordance with the Merchant Shipping (Wireless Telegraphy) Act and the Merchant Shipping (Wireless Telegraphy) (Coastal Vessels) Regulations 1958 and are granted by the Minister. Application should be made to the the Postmaster General. The fee is \$6.00 per annum payable on April 1, in each year.

No person shall operate any apparatus in respect of which a licence is granted under these regulations unless he is the holder of a Certificate of Competency granted by the Postmaster General. Examinations are arranged by the Telecommunications Branch of the Post Office. No fee is specified for this examination.

Radio and Telegraph Licences, *contd.***SHIP STATION WIRELESS LICENCE**

This Licence is granted under the Merchant Shipping (Wireless Telegraphy) Act, by the Minister. Application should be made to the Postmaster General. The fee is \$4.00 per annum.

The Licence enables the Ship Station to be used for the purpose of:—

- (a) sending by wireless telegraphy messages to coast stations, ship stations and aircraft stations;
- (b) receiving by wireless telegraphy messages sent from coast stations, ship stations, aircraft stations, special service stations and radio navigation stations, for general reception by ship stations or for reception by the Ship Station, and messages (including programmes but not including visual images sent by television) sent by authorized broadcasting stations;
- (c) in emergency only, sending and receiving messages to and from any other station for wireless telegraphy with which it is desirable for safety of life reasons that the ship should communicate.

All persons operating the Station shall observe and comply with the relevant provisions of the International Telecommunication Convention.

AIRCRAFT LICENCE**AERONAUTICAL GROUND STATION LICENCE**

These Licences are Special Licences which are granted by the Minister under The Radio and Telegraph Control Act, 1972.

An Aeronautical Ground Station Licence enables the Station to be established at an Aerodrome and to be used for the purpose of:—

- (a) sending by wireless telephony messages concerning the safety or navigation of aircraft to stations for wireless telephony in any aircraft using the said Aerodrome, and (in emergency only) to stations for wireless telephony in any other aircraft;
- (b) receiving by wireless telephony from stations for wireless telephony in any aircraft messages intended for receipt by the Station.

Application for such Licences should be made to the Postmaster General. The fee is \$6.00 per annum for each Aircraft or Aeronautical Ground Station.

**MONEY ORDERS
AND
POSTAL ORDERS**

1. 1000 2. 1000 3. 1000

1000 1000 1000

MONEY ORDERS

There is no inland Money Order Service in Jamaica. British and Foreign Money Orders are issued and foreign and British Telegraph Money Orders are paid at the following Post Offices:—

Kingston, Alexandria, Allman Town, Annotto Bay, Black River, Bog Walk, Brown's Town, Buff Bay, Bull Bay, Cambridge, Chapelton, Claremont, Christiana, Constant Spring, Cross Roads, Ewarton, Falmouth, Frankfield, Franklin Town, Golden Grove, Guys Hill, Hagley Park, Halfway Tree, Highgate, Jones Town, Liguanea, Lionel Town, Linstead, Lucea, Malvern, Manchioneal, Mandeville, May Pen, Montego Bay No. 1, Meadowbridge, Montego Bay No. 2, Morant Bay, Ocho Rios, Old Harbour, Port Antonio, Port Maria, St. Ann's Bay, Santa Cruz, Savanna-la-Mar, Spanish Town, Vineyard Town, Western District Office, Whitfield Town, Windward Road, Yallahs.

Money Orders are issued for payment in any of the countries or places named in the Money Order and Postal Order Schedules of this Guide, subject to the current Bank of Jamaica Regulations.

Rates of Commission

The rates of commission are:—

- | | | |
|---|---------------------|------|
| (a) On orders drawn on Antigua, Bahamas — | Up to \$4 in value | ..5c |
| Bermuda, Belize, Cayman Islands, | Each additional \$2 | |
| Dominica, Grenada, Guyana, Montserrat, Nevis, St. Kitts, St. Lucia, St. Vincent, Tobago, Tortola, Trinidad and Turks Islands. | or fraction thereof | ..2c |
| (b) On orders drawn on all other countries — | Up to \$2 in value | ..5c |
| | Each additional \$2 | |
| | or fraction thereof | ..2c |

An additional commission of two cents for each \$2.00 or fraction of \$2.00 with a minimum charge of three cents is deducted by London on all orders sent through the intermediary of the United Kingdom. (Money Orders drawn on the Irish Republic (Eire) are treated as "through orders").

Restrictions

Provided a permit from the Bank of Jamaica is obtained the maximum amount for which a single order can be issued is as shown against the country of payment in column 3 of the Money Order and Postal Order Schedules.

All money orders are expressed in Jamaican dollars except those for Canada the U.S.A. and the Canal Zone which are expressed in the currency of the respective countries.

No money order may contain a fraction of a cent.

Money Order Application Form

The remitter of a money order must enter in ink, or in copying-ink pencil, on a Money Order application form, obtainable at any money order office, the particulars required. No alteration or erasure in respect of the amount or name and address of the payee is permitted on the application form. The names of the remitter and payee must include the surname and at least the initial of one Christian name. If the remitter is unable to furnish the required Christian name or initial he should make a note on the application form to this effect and the money order will be issued at his risk.

Money Orders, *contd.*

The Postmaster General accepts no responsibility for wrong delivery or payment resulting from, or facilitated by, indistinctness, inaccuracy or incompleteness of the particulars furnished on the application form.

Documents Handed to Remitter

The issuing Postmaster will hand to the remitter either:—

- (a) a money order to be forwarded by post to the payee for presentation at the office of payment; or
- (b) a certificate of issue. In cases where certificates of issue are used the money order will be sent to the payee from the chief office of the country of payment.

Period of Validity of Money Orders

Money Orders issued in Jamaica for payment abroad remain valid for twelve months from the last day of the month of issue and in Austria, Brazil, India, the Netherlands Antilles territory they are valid for eight months and Uruguay for six months only.

Money Orders issued abroad for payment in Jamaica remain valid for a period of six months, except for British Telegraph Money Orders which remain valid for a year and those issued in the United States of America which remain valid for twenty years.

Notwithstanding the above, orders presented for payment after the periods listed below should be referred to the Postmaster General for approval of Payment.

U.S.A. AND CANADA	3 months after the date of issue.
UNITED KINGDOM	1 month after the end of the month of issue.

Orders presented after expiry of the period of validity can only be paid after special authority has been obtained from the country of issue.

Advice of Payment

Where the remitter of the money order desires to be advised of the date of payment of the order, he may apply to the office of issue either at the time of issue of the money order or subsequently and pay a fee of two cents. The issuing Postmaster will then arrange for an advice of payment to be sent to the remitter.

Payment

Orders are paid in the currency of the country of payment and payment is subject to the regulations of that country.

The rates of conversion of the amounts of money orders issued in or drawn for payment in countries where the currency is other than sterling are liable to variation.

Money Orders from countries other than the Bahamas, Canada, U.S.A., Canal Zone and the United Kingdom cannot be paid unless:—

- (a) Corresponding advice has been previously received;
- (b) the advice bears the date stamp of the office at which the order purports to have been issued.

Money Orders; Telegraph Money Orders

Subject to (a) and (b) above the Paying Officer shall make payment of every order presented (otherwise than through a bank) if:—

- (i) the payee, as named by the remitter on the order, gives the remitter's name correctly;
- (ii) the name of the remitter as furnished by the applicant is in agreement with the advice;
- (iii) the money order is properly receipted;
- (iv) the identity of the person presenting the money order is established to the satisfaction of the Paying Officer.

A money order payable to a limited liability company, corporation or society must have the name of the company, corporation or society entered in the receipt space, together with the signature of a responsible officer such as the Secretary, Manager, Director, Treasurer or Accountant and the description of his official position.

A crossed order may be paid only through a bank. If the name of a bank is inserted, payment can only be made through that bank.

If a payee is unable to write, he may sign the receipt by making his mark which must be certified by a witness in the presence of the paying officer. The address of the witness should also be furnished.

The paying officer is not permitted to act as witness

Wrong or Delayed Payment

After a money order has been paid the Post Office is not liable to meet any claim in connection with it, nor can any claim be entertained for loss or injury arising out of delay in payment or any other irregularity.

Duplicate Orders

When a duplicate order is required to replace a missing order, application should be made by the remitter to the Post Office of the country of origin. Applications for duplicates or orders issued in Jamaica should be made to the Postmaster General.

Abuse of System

Should it appear that money orders are being used for the transmission of large sums of money or that the system is being otherwise abused, the Post Office may increase the prescribed rates of commission or refuse to issue orders.

TELEGRAPH MONEY ORDERS

Money Orders for sums not exceeding 100 dollars may be advised by telegram from any money order office in Jamaica to any money order office in the United Kingdom subject to Bank of Jamaica regulations.

Similar amounts not exceeding 100 dollars may also be forwarded by telegraph money order from the United Kingdom to any money order office in Jamaica.

General

Telegraph Money Orders are governed by the same conditions as ordinary money orders subject to the following exceptions;—

Money Orders: Telegraph Money Orders, *contd.***Charges**

The charges are as follows:—

- (a) The amount of the order
- (b) Commission at the same rate as for an ordinary order
- (c) The charge for the telegram of advice at the ordinary or "letter telegram" rate.

Address

The remitter must furnish an address of the payee sufficient to ensure delivery. If he intends that the order should be called for at a Post Office the words "Poste Restante" should be written instead of the address after the payee's name, and he should inform the payee of the despatch of the order and the name of the Post Office to which it is addressed unless this is already known to the payee. The remitter must defray all expenses and bear all losses resulting from the particulars in the telegram of advice being incorrect or insufficient to ensure payment to the proper person.

Private Communication to the Addressee

The remitter is allowed, on paying for the additional words required, to add to the official telegram of advice, any short communication in English which he may wish to send to the payee. He may also, if he so desires prepay the cost of a telegraphic reply to such communication. The full rate per word is charged for the reply.

Advice of Payment

If the remitter requires an advice of payment he must pay a fee of 2c and the cost of including the words "advice payment" in the telegram of advice. The advice of payment will be sent by post.

The Postmaster General is not liable for any loss or damage incurred or sustained by reason or on account of any mistake or default in the transmission or delivery of a telegraph money order.

POSTAL ORDERS

JAMAICA POSTAL ORDERS

Jamaica Postal Orders are sold and cashed at all Post Offices and Postal Agencies in Jamaica. These orders are for internal use only, and must not be sent abroad.

They are available in the following denominations and the sale price shown includes commission.

Denomination	Sale Price	Denomination	Sale Price
10c	11c	50c	54c
15c	16c	80c	84c
20c	22c	\$1.00	\$1.04
25c	27c	\$2.00	\$2.05
30c	33c	\$4.00	\$4.07
35c	38c	\$6.00	\$6.07
40c	43c	\$8.00	\$8.08
45c	48c	\$10.00	\$10.08

BRITISH POSTAL ORDERS

British Postal Orders are sold (subject to the regulations of the Exchange Control Authority) and cashed at all Post Offices and Postal Agencies in Jamaica. They are valid in most countries in the British Commonwealth (except Australia, Canada and in certain other countries). The participating countries are indicated by the letters P.O. in the fifth column of the Money Order and Postal Order Schedules which follow this section of the Guide.

The following denominations are normally stocked; the sale price shown includes commission.

Denominations			
U.K. Face Value	Face Value in Jamaica Currency	Poundage	Selling Price including Poundage
10p	15c	14c	29c
15p	23c	14c	37c
20p	30c	14c	44c
25p	38c	14c	52c
40p	60c	14c	74c
50p	75c	14c	89c
£1.00	\$1.50	17c	\$1.67
£5.00	\$7.50	22c	\$7.72

Postage Stamps on Postal Orders

The sender of Jamaica and British Postal Orders may increase their value up to the amount of:—

9c by affixing to the face of the order local stamps not exceeding two in number.

No payment can be made for stamps not affixed in the spaces provided.

BRITISH OVERSEAS POSTAL ORDER SERVICE

Value of Overseas Postage Stamps showing Equivalent in Jamaican Currency

Country	Currency	Equivalent of Jamaica Cents								
		1	2	3	4	5	6	7	8	9
United Kingdom	Pence of a Pound	1p	1p	1½p	2p	2½p	3p	3½p	4p	4½p
Anguilla	Cents of a dollar	2	5	7	10	12	14	16	19	21
Bahamas	Cents of a dollar	1	2	4	5	6	7	8	10	11
Bahrain (State of)	Fils of a dinar	5	10	20	25	30	35	40	50	55
Barbados	Cents of a dollar	2	5	7	10	12	14	17	19	22
Belize	Cents of a dollar	2	4	6	8	10	12	14	16	18
Brunei	Cents of a dollar	3	7	11	15	18	22	25	29	32
Dominica	Cents of a dollar	2	5	7	10	12	14	17	19	22
Fiji	Cents of a dollar	1	2	3	4	5	6	7	8	9
Gambia, The	Bututs of a Dalasi	2	4	6	8	10	12	14	16	18
Grenada	Cents of a dollar	3	5	8	10	12	15	17	20	22
Guyana	Cents of a dollar	2	4	9	11	13	15	17	22	24
Hong Kong	Cents of a dollar	5	10	15	25	30	35	40	45	50
Malaysia	Cents of a dollar	3	7	11	15	18	22	25	29	32
Malta	Cents and Mills of a Maltese pound	5m	1c	1c5m	2c	2c5m	3c	3c5m	4c	4cm
Montserrat	Cents of a dollar	2	5	7	10	12	14	16	19	22
New Zealand	Cents of a dollar	1	2	3	4	5	6	8	9	10
Pitcairn Island	Cents of a dollar	1	2	3	4	5	6	7	8	9
Sabah	Cents of a dollar	3	7	11	15	18	22	25	29	32
St. Kitts-Nevis	Cents of a dollar	2	5	7	10	12	14	16	19	21
St. Lucia	Cents of a dollar	2	5	7	10	12	14	16	19	21
St. Vincent	Cents of a dollar	2	5	7	10	12	14	16	19	21
Sarawak	Cents of a dollar	3	7	11	15	18	22	25	29	32
Seychelles	Cents of a rupee	10	15	20	25	30	40	45	55	60
Singapore	Cents of a dollar	4	7	11	15	19	21	24	29	31
Tonga	Seniti of a Pa'anga	..	1	..	2	..	3	..	4	5
Tortola (British Virgin Islands)	Cents of a dollar	1	2	4	5	6	7	8	10	11
Trinidad and Tobago	Cents of a dollar	3	5	8	10	12	15	18	20	25
Turks and Caicos Islands	Cents of a dollar	1	2	4	5	6	7	8	10	11
Western Samoa	Sene of a talā	1	2	3	4	5	6	7	8	9
Yemen, People's Democratic Republic of	Fils of a dinar	5	10	15	20	25	30	35	40	45

No credit will be given for stamps in excess of the number allowed or affixed elsewhere than in the space provided. Stamps perforated with initials or marks, or embossed or impressed stamps cut out of envelopes, postcards, etc., cannot be used for this purpose.

Postal Orders, contd.

Period during which Orders are payable: If an order be not paid within six months from the last day of the month of issue, a commission equal to the original poundage will be charged. The commission thus paid must be affixed in postage stamps to the back of the order. Postal orders which are not presented for payment within six months from the last day of the month of issue are not paid until reference has been made to the Postmaster General.

Filling in of Order: The purchaser of a postal order must, before parting with it fill in the name of the person to whom the amount is to be paid, and is recommended to fill in the name of the office of payment as a precaution in case the order should be lost or stolen. If the purchaser does not know which Post Office is most convenient to the payee he should insert the name of the town, village or district where the payee resides. The order will then be paid at any Post Office in the place named.

Counterfoils: Every person to whom a postal order is issued should tear off and retain the counterfoil. Its production will facilitate inquiry if the order should be lost.

Miscarriage or Loss: The Postmaster General cannot undertake to consider any application respecting a postal order which has miscarried, or which has been lost or destroyed, unless the counterfoil be produced; and unless proof be given to his satisfaction that the name of the payee was inserted in the order before the holder parted with it.

After a Postal Order has once been paid, to whomsoever it is paid, the Postmaster General will not be liable to any further claim.

Payment to the Public: Before a Postal Order is paid the name of the payee and the name of the office of payment must have been filled in and the order be properly receipted. Any person presenting an order for payment may be required to sign his own name thereto notwithstanding that it may have been already signed by the payee.

Payment through Bankers: If a postal order be crossed payment will only be made through a bank; and if the name of a bank be added, payment will only be made through that bank.

Payment to sender: The sender of a postal order can obtain repayment of the amount (but not the poundage) on presenting the order and the counterfoil at the issuing office. If the order has been crossed for payment through a bank the sender must first cancel the crossing by writing across the face of the order the words "please pay cash" adding his initials.

Erasure, Alterations, &c.: If any erasure or alteration is made or if the order has not been signed or stamped by the issuing officer or if it has been cut, defaced or mutilated, payment may be refused.

Postal Orders not Negotiable: Postal orders do not, like Bank of England notes represent value in themselves. If an order is lost or stolen no person into whose hands it may fall, though himself innocent, is entitled to receive the amount of the order. The rightful owner is alone entitled to cash the order.

MONEY ORDER AND POSTAL ORDER SCHEDULES

The following schedules show details of the Foreign Money Order service and also indicate in which countries British Postal Orders are issued and paid.

- O —Order (to be sent to the payee for presentation at the office of payment).
- C —Certificate of Issue (to be retained by the sender as a receipt, payment being made on an order issued by the Postal Administration abroad).
- P.O.—British Postal Orders are issued and paid in these countries.
- A.P.—Advice of Payment may be obtained on payment of the necessary fee.
- T —Telegraph Money Orders may be sent.

Two cents for each \$2.00 or fraction of \$2.00 with a minimum charge of three cents is deducted by Great Britain on all orders shown in Column 2 as routed *via* London.

Money Order and Postal Order Schedules, *contd.*

Country	Route	Money Order Service		Other Services	Remarks
		Maximum amount for Single Order	Document handed to remitter of Money Order	See Heading	
Abu Dhabi ..					See United Arab Emirates
Aden (including Kamaran Is.)	See Yemen (Peoples Democratic Republic of)
Algeria ..	via London	\$100	C	..	
Andaman Islds.	C	See India
Andorra ..	via London	\$ 22	C ..	AP ..	Advised through Spain.
Anguilla ..	Direct	\$100	O	PO, T, AP	
Antigua ..	Direct	\$100	O	PO, T, AP	British Postal orders are paid but not issued
Argentina ..	via London	\$100	C	AP	
Australia ..	via London	\$100	C	T	
Austria ..	via London	\$100	C	AP	
Azores	O ..	PO, T, AP	See Portugal.
Bahamas ..	Direct	\$100	O	PO, T, AP	
Barbados ..	Direct	\$100	O	PO, T, AP	
Belgium ..	via London	\$100	C	AP	
Belize ..	Direct	\$ 80	O	PO, T, AP	
Benin	C ..	PO, T, AP	See Dahomey.
Botswana ..	via London	\$100	C ..	PO, T, AP	Money Orders are advised through South Africa where a deduction of 2 rands or part thereof is made from the amount of each order. British Postal Orders are paid but not issued.
Burma ..	via London	\$ 80	C	AP	
Bangladesh ..	via London	\$100	C	AP, T	
Cameroon ..	via London	\$100	C	AP	London remits the order through France where an additional commission is deducted.
Canada ..	Direct	\$100	O	AP	
Caroline Islands ..	via London	\$100	C	..	
Cayman Islands ..	Direct	\$100	O	PO, T, AP	British Postal orders are paid but not issued

Money Order and Postal Order Schedules, *contd.*

Country	Route	Money Order Service		Other Services	Remarks
		Maximum amount for Single Order	Document handed to remitter of Money order	See Heading	
Central African Republic ..	via London	\$100	C	AP	London remits the order through France where an additional commission is deducted.
Ceylon ..	See Sri Lanka				
Chad ..	via London	\$100	C	AP	London remits the order through France where an additional commission is deducted.
Chatham Islands	via London	\$100	C	PO, AP	
Chile ..	via London	\$ 80	C	AP	London remits the order through Australia where an additional commission is deducted.
Christmas Island (Indian Ocean)	via London	\$100	C	AP	
Colombia ..	via London	\$ 80	C	AP	London remits the order through France where an additional commission is deducted.
Comoro Islands	via London	\$100	C	AP	
Congo (Peoples Republic) ..	via London	\$100	C	AP	London remits the order through France where an additional commission is deducted.
Cook Islands	via London	\$100	C	PO, T, AP	
Corsica	See France. Orders are accepted for San Jose only. See Netherlands Antilles.
Costa Rica ..	via London	\$ 80	C	AP	
Curacao	London remits the order through France where an additional commission is deducted.
Cyprus ..	via London	\$100	C	AP	
Czechoslovakia ..	via London	\$ 80	C	AP	
Dahomey ..	via London	\$100	C	AP	

Money Order and Postal Order Schedules, *contd.*

Country	Route	Money Order Service		Other Services	Remarks
		Maximum amount for Single Order	Document handed to remitter of Money Order	See Heading	
Denmark ..	via London	\$100	C	AP	See United Arab Emirates.
Dodecanese Islands ..	via London	\$100	C	AP, T	
Dominica ..	Direct	\$ 80	O	PO, T, AP	
Dubai	
Egypt Arab Republic ..	via London	\$100	C	AP	London remits the order through Spain.
El Salvador ..	via London	\$ 80	C	AP	
Equatorial Guinea ..	via London	\$100	C	AP, T	
Faroe Islands ..	via London	\$100	C	AP	
Fiji ..	via London	\$100	C	PO, T, AP	London remits the order through France where an additional commission is deducted.
France (including Monaco and Corsica) ..	via London	\$100	C	AP	
French Guiana ..	via London	\$100	C	AP, T	
French Polynesia ..	via London	\$100	C	AP, T	
French West Indies ..	via London	\$100	C	AP, T	London remits the order through France where an additional commission is deducted.
Guadeloupe ..	via London	\$100	C	AP, T	
Martinique ..	via London	\$100	C	AP, T	
Gabon Republic ..	via London	\$100	C	AP	
Gambia, The ..	via London	\$100	C	PO, T, AP	British Postal Orders are paid but not issued.
German Federal Republic (including the West Berlin) ..	via London	\$100	C	AP	
Ghana ..	via London	\$100	C	T, AP	
Gibraltar ..	via London	\$100	C	PO, AP	
Gilbert Islands ..	via London	\$80	C	PO, AP	

Money Order and Postal Order Schedules, *contd.*

Country	Route	Money Order Service		Other Services	Remarks
		Maximum amount for Single Order	Document handed to remitter of Money Order	See Heading	
Greece (including Crete)	.. via London	\$100	C	AP	See French West Indies.
Grenada	.. Direct	\$80	O	PO, T, AP	
Guadeloupe	
Guam	.. via London	\$100	C	..	See U.S.A. See Netherlands.
Guyana	.. Direct	\$100	O	PO, T, AP	
Hawaii	
Holland	British Postal Orders are paid but not issued in India.
Hong Kong	.. via London	\$100	C	PO, T, AP	
Hungary	.. via London	\$80	C	AP	
Iceland	.. via London	\$80	C	AP	
India	.. via London	\$80	C	PO, AP	
Iraq	.. via London	\$80	C	AP	The names of the payee must appear in full, otherwise the order can only be sent at remitter's risk.
Irish Republic	.. via London	\$100	C	AP, T	
Italy (including Republic of San Marino)	.. via London	\$100	C	AP	
Ivory Coast	.. via London	\$100	C	AP	London remits the money order through France where an additional commission is deducted.
Japan (including Nansei Islands)	.. via London	\$100	C	AP, T	London remits the order through France where an additional commission is deducted.
Jordan	.. via London	\$100	C	AP	
Kenya	.. via London	\$80	C	AP	London remits the order through South Africa where an additional commission is deducted. British Postal Orders are paid but not issued.
Kuwait (including Ahmadi)	.. via London	\$100	C	AP	
Lebanon	.. via London	\$100	C	AP	
Lesotho	.. via London	\$100	C	PO, T, AP	

Money Order and Postal Order Schedules, *contd.*

Country	Route	Money Order Service		Other Services	Remarks
		Maximum amount for Single Order	Document handed to remitter of Money Order	See Heading	
Luxembourg .. (Grand Duchy)	via London	\$100	C	AP	
Madeira	See Portugal.
Malagasy .. Republic (for- merly Madagascar	via London	\$100	C	AP	London remits the order through France where an additional commission is deducted.
Malawi ..	via London	\$100	C	PO, T, AP	British Postal orders are paid but not issued.
Malaysia (Johore, Kedah, Kelantan, Malacca, Negri Sembilan, Pahang, Perak, Perlis, Selangor, Trengganu, Penang, and Province Wellesley)	via London	\$100	C	PO, AP	
Mali ..	via London	\$100	C	AP	London remits the order through France where an additional commission is deducted.
Malta ..	via London	\$100	C	PO, AP	
Mariana Islands	via London	\$100	C	..	
Marshall Islands	via London	\$100	C	..	
Martinique	See French West Indies.
Mauritania ..	via London	\$100	C	AP	London remits the order through France where an additional commission is deducted.
Mauritius ..	via London	\$100	C	PO, T, AP	British Postal Orders are paid but not issued.
Mexico ..	via London	\$100	C	AP	
Monaco	See France.
Montserrat ..	Direct	\$80	O	PO, T, AP	
Morocco .. (including Tangier)	via London	\$100	C	AP	

Money Order and Postal Order Schedules, *contd.*

Country	Route	Money Order Service		Other Services	Remarks
		Maximum amount for Single Order	Document handed to remitter of Money Order	See Heading	
Nauru (Pleasant Island)	via London	\$100	C	AP	London remits money orders through Australia where an additional commission is deducted.
Netherlands	via London	\$100	C	AP	
Netherlands Antilles (Curacao, Aruba, Bonaire, St. Maarten, St. Eustatius, Saba)	via London	\$100	C	AP,T	London remits the order through Australia where an additional commission is deducted.
Nevis	Direct	\$100	O	PO,T, AP	
New Caledonia	via London	\$64	C	..	
New Hebrides	via London	\$100	C	AP	London remits the order through Australia where an additional commission is deducted.
New Zealand	via London	\$100	C	PO, AP	See India. London remits the order through France where an additional commission is deducted.
Nicobar Islands	via ..	\$100	C	AP	
Niger Republic	via London	\$100	C	AP	Postage stamps cannot be issued for extending the value. London remits the order through Australia where an additional commission is deducted.
Niue Island (Savage Island)	via London	\$100	C	PO, AP	
Norfolk Island	via London	\$100	C	AP	British Postal Orders and Money Orders are paid but not issued in Pakistan.
Norway	via London	\$80	C	AP	
Pakistan	via London	\$100	C	PO, AP	

Money Order and Postal Order Schedules, *contd.*

Country	Route	Money Order Service		Other Services	Remarks
		Maximum amount for Single Order	Document handed to remitter of Money Order	See Heading	
Panama Canal Zone	.. Direct	U.S. \$100	O	AP	London remits the order through Australia where an additional commission is deducted.
Papua—New Guinea	.. via London	\$100	C	AP	
Philippines	.. via London	\$100	C	..	
Poland	.. via London	\$100	C	AP	London remits the order through U.S.A where an additional commission is deducted.
Portugal including the Azores and Madeira	.. via London	\$100	C	AP	
Puerto Rico	.. via London	\$100	C	AP	
Reunion	.. via London	\$100	C	AP	London remits the order through France where an additional commission is deducted.
Rodriquez Island	.. via London	\$100	C	AP	
Sabah	.. via London	\$100	C	PO,T, AP	
St. Helena	.. via London	\$100	C	PO,T, AP	St. Helena Postage stamps cannot be used for extending the value of Postal Orders.
St. Kitts	.. Direct	\$100	O	PO,T, AP	
St. Lucia	.. Direct	\$100	O	PO,T, AP	
St. Pierre and Miquelon	.. via London	\$100	C	AP	London remits the order through France where an additional commission is deducted.
St. Vincent	.. Direct	\$100	O	PO,T, AP	
Sarawak	.. via London	\$100	C	PO, AP	
Senegal	.. via London	\$100	C	AP	London remits the order through France where an additional commission is deducted.

Money Order and Postal Order Schedules, *contd.*

Country	Route	Money Order Service		Other Services	Remarks
		Maximum amount for Single Order	Document handed to remitter of Money Order	See Heading	
Seychelles ..	via London	\$100	C	PO, AP	British Postal Orders are paid but not issued.
Sierra Leone ..	via London	\$100	C	PO, T, AP	
Singapore ..	via London	\$100	C	PO, AP	British Postal Orders are paid but not issued.
Solomon Islands	via London	\$80	C	PO, AP	
Somali Democratic Republic ..	via London	\$100	C	AP, T	The full name, tribe and sub-tribal address must be given otherwise the payment of an order may be delayed.
South Africa (Republic of) and South-West Africa	via London	\$100	C	PO, T, AP	British Postal Orders are paid but not issued.
South Georgia	See Falkland Islands.
Spain (including Balearic Islands and Canary Islands) ..	via London	\$100	C	AP	See Spanish West Africa.
Spanish Sahara	
Spanish Territories of North Africa (Ceuta and Melilla)	via London	\$100	C	AP	Advised through Spain.
Spanish Sahara	via London	\$100	C	AP	London remits the order through Spain.
Sudan-Democratic Republic of ..	via London	\$100	C	AP	London remits the order through South Africa where an additional commission is deducted. British Postal Orders are paid but not issued.
Surinam ..	via London	\$100	C	AP	
Swaziland ..	via London	\$100	C	PO, T, AP	
Sweden ..	via London	\$100	C	AP	
Switzerland including Liechtenstein ..	via London	\$100	C	AP	

Money Order and Postal Order Schedules, *contd.*

Country	Route	Money Order Service		Other Service	Remarks
		Maximum amount for Single Order	Document handed to remitter of Money Order	See Heading	
Tanzania, United Republic	via London	\$ 80	C	AP	See Trinidad and Tobago.
Thailand	.. via London	\$100	C	..	
Tobago	
Togo	.. via London	\$100	C	AP	London remits the order through France where an additional commission is deducted.
Tortola (British Virgin Islands)	Direct	\$100	O	PO, AP	British Postal Orders are paid but not issued.
Trinidad and Tobago	.. Direct	\$100	O	PO, T, AP	
Tunisia	.. via London	\$100	C	AP	
Turks and Caicos Islands	Direct	\$100	O	PO, T, AP	
Tuvalu (formerly Ellice Islands)	.. via London	\$80	C	PO, AP	
Uganda	.. via London	\$80	C	AP	
United Arab Emirates, (Abu Dhabi, Ajman, Dubai, Fujairah, Ras al Khaimah, Sarjah, Umm al Qaiwain)	.. via London	\$100	C	AP	
United States of America	Direct	U.S.	O	..	
Virgin Islands of the United States	.. via London	\$100	C	..	
Yugoslavia	.. via London	\$100	C	AP	
Zambia	.. via London	\$100	C	AP	See Tanzania, United Republic.
Zanzibar	
Western Samoa	via London	\$100	C	PO, AP	

**WORKERS SAVINGS
AND
LOAN BANK**

WORKERS SAVINGS AND LOAN BANK

Head Office

The Head Office of the Bank is in Kingston at 134—140 Tower Street at the corner of Tower Street and Orange Street

Branches—Post Office outlets

There are 255 Branches at Post Offices throughout the Island. Accounts may be opened and operated at any of these Branches or at the Head Office in Kingston.

Security

The repayment of monies deposited in the Savings Bank together with interest thereon at the time of the change over from the Government Savings Bank to the Workers Savings and Loan Bank is guaranteed by the Government of Jamaica.

Secrecy

Strict secrecy is observed and all employees of the Bank are forbidden by law to make any disclosures concerning depositors accounts.

Types of Accounts

The following types of account may be opened—

Single Account —may be opened in the name of anyone seven years of age upwards, withdrawals being made on the signature of the individual. Such a depositor may also be a party to a joint account or a trust account.

Infant Account —may be opened in the name of any person on behalf of and in the name of an infant under seven years of age. Withdrawals are made on the signature of the person opening the account until the infant attains the age of 21 years; thereafter, the person referred to as the infant shall operate the account.

Joint Account —may be opened in the names of not more than three persons, with arrangements for the account to be operated on the signature of all or any number of the parties or by one of the parties named, during life.

Trust Account —may be opened in the name of:—

- (i) Societies registered under the Friendly, the Industrial and Provident and the Co-operative Societies Act.
- (ii) Firms, clubs, institutions, organisations and other bodies, also in the name of one or more persons in trust for another person or persons.
- (iii) Executors, Administrators and Trustees under the Attorneys, Executors and Trustees (Accounts and General) Act.
- (iv) Any Government Department or Fund.

Withdrawals must be on the signatures of the person or persons specified from time to time to operate the account.

Not more than one account of the same type may be opened in the same name or names.

Workers Savings and Loan Bank, *contd.*

Opening an Account

An account may be opened with a deposit of not less than two dollars and any future deposits must not be less than Two Dollars. The method of opening an account is very simple. The depositor fills up a lodgment form and furnishes a specimen signature which should be duly witnessed by a Justice of the Peace, Minister of Religion, Postmaster, or some other responsible person.

Account can be readily opened and operated by persons residing abroad by making written application to the Manager.

Passbooks

A passbook, showing the amount deposited, is issued immediately at the Bank's headquarters, or within a few days of the deposit made at a Branch.

The passbook must be presented with every subsequent transaction for the amount to be recorded therein. Depositors are requested to see that every transaction, deposit or withdrawal is correctly entered in the passbook and also to ensure the safe-keeping of passbooks, the number of which should be privately noted for reference.

If a passbook is lost, the loss should be reported immediately to Head Office and the number of the book quoted. A charge of twenty cents will be made for advertising the loss of the passbook. A charge of twenty cents is also made for replacing a mutilated passbook. Passbooks should be sent to Head Office as soon after the 31st March and the 30th September in each year, as is possible, in order that interest may be entered therein.

Deposits

Deposits (and withdrawals) may be made at the Head Office or any branch of the Bank irrespective of where the account was opened. The balance that may be held to the credit of any one account is not limited. Deposits may be sent to Head Office by free registered post; the passbook must accompany all such deposits. Deposits may be transferred from one account to another, and to or from the Post Office Savings Bank in the United Kingdom.

Form in which Deposits are accepted

Deposits are accepted in Jamaican Currency or other legal tender including Cheques, Bank Drafts, Payable Orders, British Postal Order, Post Office Money Orders or Dollar Bills (United States and Canadian). Cheques, Drafts or Orders should be made out in the name of the Depositor or the Manager of the Workers Savings and Loan Bank.

Schools' Savings Programme

This system is intended to help children primarily to save small units of as little as 1 cent at a time by joining a school's savings programme and making lodgments in a school's savings account book at the school.

Withdrawals

At Head Office —A depositor, may on demand, withdraw a part or the whole of his deposit, subject however to the right of the Manager to demand from any depositor fifteen days notice of any withdrawal.

At Branches —Depositors may on demand, withdraw up to \$50.00 in any one Bank day. A depositor wishing to withdraw more than \$50 must inform the Clerk in Charge, who will communicate with Head Office by telegram, with a view to payment being made at the earliest possible time.

Workers Savings and Loan Bank, *contd.*

A depositor who resides at a place where there is no Branch of the Bank can make a withdrawal through the post by sending his passbook to Head Office with a withdrawal form, signed for the amount required. Depositors resident abroad can also make withdrawals in this manner. If the depositor is unable to obtain a withdrawal form, a letter signed by the depositor stating the amount required, will be accepted.

Interest

Interest on the minimum monthly balance at the rate of 7% per annum is added to accounts half-yearly on the 31st March and 30th September.

Interest is payable on amounts of \$1 or multiples thereof, but not on fractions of \$1.

Money deposited bears interest for each complete calendar month of deposit. Money withdrawn ceases to bear interest for the month of withdrawal unless withdrawn on the last day of the month or the last working day thereof.

Alterations in Names of Accounts.

If any alteration in or any addition to the name of an account is necessary the passbook should be sent to Head Office with the necessary instructions. No alterations of any nature should be made to a passbook by any depositor.

Marriage of Female Depositor

The passbook and Marriage Certificate, together with a specimen signature executed in the married name on the appropriate form, should be sent to Head Office for the change of name to be noted. The passbook and Marriage Certificate will be returned to the depositor.

Address

Depositors should notify the bank of any change of their address as noted in their passbooks, unless otherwise informed passbooks will be sent to the address noted therein.

Information

All inquiries in connection with an account should be addressed to Branch Manager, Workers Savings and Loan Bank, 134 Tower Street, Kingston. Information concerning any matters relating to the Bank will be readily given on application to the Manager.

WORKERS SAVINGS AND LOAN BANK**List of Branches**

	<u>BRANCH</u>	<u>DAYS OPEN TO THE PUBLIC</u>
KINGSTON (6)	Allman Town (Kingston 4)	Daily
	Denham Town (Kingston 14)	Daily
	Franklin Town (Kingston 16)	Daily
	Port Royal (Kingston 1)	Daily
	Windward Road (Kingston 2)	Daily
	Mercury House (Kingston 18)	Daily

Workers Savings and Loan Bank, *contd.*

	BRANCH	DAYS OPEN TO THE PUBLIC
ST. ANDREW (18)	Halfway Tree	Daily
	(Kingston 10)	
	Constant Spring	Daily
	(Kingston 3)	
	Cross Roads	Daily
	(Kingston 5)	
	Hagley Park	Daily
	(Kingston 11)	
	Jones Town	Daily
	(Kingston 12)	
	Liguanea	Daily
	(Kingston 6)	
	Mona	Daily
	Kingston 17	
	Vineyard Town	Daily
	(Kingston 3)	
	Whitfield Town	Daily
	(Kingston 13)	
	Harbour View	Daily
	(Kingston 17)	
ST. THOMAS (14)	Stony Hill	Daily
	(Kingston 9)	
	Bull Bay	Daily
	Mavis Bank	Monday, Tuesday, Friday
	Red Hills	Monday, Wednesday, Friday
	Gordon Town	Monday, Tuesday, Friday
	Lawrence Tavern	Tuesday, Wednesday, Friday
	Mount James	Monday, Wednesday, Saturday
	Newcastle	Tuesday, Friday
	Morant Bay	Daily
	Bath	Daily
	Golden Grove	Daily
	Port Morant	Daily
	Seaforth	Daily
	Trinity Ville	Tuesday, Thursday, Saturday
PORTLAND (18)	Yallahs	Monday, Wednesday, Friday
	Whitehorses	Monday, Tuesday, Friday
	Cedar Valley	Tuesday, Thursday, Saturday
	Dalvey	Monday, Tuesday, Friday
	Airy Castle	Monday, Wednesday, Friday
	Llandwey	Monday, Wednesday, Friday
	Spring Garden	Tuesday, Friday
	Sunning Hill	Tuesday, Thursday
	Port Antonio	Daily
	Buff Bay	Daily
	Manchional	Daily
	Hector's River	Tuesday, Friday, Saturday
	Balcarres	Monday, Wednesday, Friday
	Fellowship	Monday, Wednesday, Friday
	Hope Bay	Tuesday, Thursday, Saturday
	Skibo	Monday, Wednesday, Saturday
	Comfort Castle	Tuesday, Wednesday, Friday
	Fruitful Vale	Monday, Tuesday, Friday
	Long Bay	Monday, Tuesday, Friday
	St. Margaret's Bay	Monday, Wednesday, Saturday
	Spring Hill	Monday, Wednesday, Friday

Workers Savings and Loan Bank, contd.

	BRANCH	DAYS OPEN TO THE PUBLIC
PORTLAND, contd.	Swift River	Monday, Friday, Saturday
	Windsor Castle	Monday, Wednesday, Friday
	Fairy Hill	Tuesday, Thursday
	Moore Town	Tuesday, Thursday
	Priestman's River	Tuesday, Friday
ST. MARY (23)	Port Maria	Daily
	Annotto Bay	Daily
	Guy's Hill	Daily
	Highgate	Daily
	Richmond	Daily
	Castleton	Monday, Tuesday, Friday
	Clonmel	Monday, Tuesday, Friday
	Albany	Monday, Tuesday, Friday
	Doscobel	Monday, Wednesday, Friday
	Brainerd	Monday, Wednesday, Friday
	Gayle	Tuesday, Thursday, Saturday
	Oracabessa	Monday, Wednesday, Friday
	Carron Hall	Tuesday, Friday, Saturday
	Enfield	Monday, Wednesday, Friday
	Islington	Monday, Tuesday, Friday
	Lucky Hill	Monday, Wednesday, Friday
	Pembroke Hall	Tuesday, Wednesday, Friday
	Retreat	Tuesday, Thursday, Saturday
	Free Hill	Monday, Wednesday, Friday
	Hampstead	Monday, Wednesday, Saturday
	Belfield	Tuesday, Friday
	Bonny Gate	Tuesday, Saturday
	Union Hill	Tuesday, Saturday
ST. ANN (19)	St. Ann's Bay	Daily
	Brown's Town	Daily
	Claremont	Daily
	Ocho Rics	Daily
	Discovery Bay	Daily
	Moneague	Daily
	Runaway Bay	Daily
	Alexandria	Tuesday, Thursday, Saturday
	Bamboo	Tuesday, Thursday, Friday
	Cave Valley	Monday, Wednesday, Friday
	Lydford	Monday, Wednesday, Friday
	Blacks onedge	Monday, Wednesday, Saturday
	Gibraltar	Tuesday, Friday, Saturday
	Lodge	Monday, Wednesday, Friday
	Calderwood	Wednesday, Friday, Saturday
	Boro-bridge	Tuesday, Saturday
	Laughlands	Wednesday, Saturday
	Lime Hall	Wednesday, Saturday
	Walkerswood	Tuesday, Friday
TRELAWNY (17)	Falmouth	Daily
	Duncans	Daily
	Ulster Spring	Daily
	Albert Town	Daily
	Bunker's Hall	Tuesday, Thursday, Saturday
	Clarke's Town	Monday, Wednesday, Friday
	Rio Bueno	Monday, Friday, Saturday
	Sherwood Content	Monday, Wednesday, Friday

Workers Savings and Loan Bank, *contd.*

	BRANCH	DAYS OPEN TO THE PUBLIC
TRELAWNY, <i>contd.</i>	Duanvale	Monday, Wednesday, Friday
	Jackson Town	Tuesday, Wednesday, Friday
	Wakefield	Monday, Wednesday, Friday
	Deeside	Monday, Friday
	Lorrimers	Wednesday, Saturday
	Stewart Town	Monday, Friday
	Troy	Tuesday, Friday
	Warsop	Tuesday, Friday
	Wait-a-Bit	Tuesday, Friday
ST. JAMES (19)	Montego Bay No. 1	Daily
	Montego Bay No. 2	Daily
	Reading	Daily
	Cambridge	Daily
	Anchoy	Monday, Wednesday, Saturday
	Adelphi	Monday, Wednesday, Saturday
	Sign	Monday, Wednesday, Friday
	Stonehenge	Monday, Wednesday, Friday
	Hampden	Wednesday, Friday, Saturday
	John's Hall	Monday, Wednesday, Friday
	Little River	Tuesday, Wednesday, Friday
	Maroon Town	Monday, Wednesday, Friday
	Montpel er	Tuesday, Friday, Saturday
	Catadupa	Tuesday, Friday
	Lottery	Tuesday, Friday
	Mount Horeb	Tuesday, Friday
	Point	Tuesday, Saturday
	Somerton	Tuesday, Thursday
	Welcome Hall	Tuesday, Friday
HANOVER (12)	Lucea	Daily
	Green Island	Daily
	Dias	Monday, Wednesday, Saturday
	Hopewell	Monday, Tuesday, Thursday
	Jericho	Monday, Wednesday, Saturday
	March Town	Monday, Wednesday, Friday
	Maryland	Monday, Wednesday, Friday
	Ramble	Tuesday, Thursday, Saturday
	Sandy Bay	Monday, Wednesday, Friday
	Askenish	Tuesday, Friday
	Cascade	Monday, Thursday
	Great Valley	Tuesday, Thursday
WESTMORELAND (17)	Savanna-la-Mar	Daily
	Petersfield	Daily
	Little London	Daily
	Bethel Town	Monday, Wednesday, Saturday
	Cave	Monday, Wednesday, Saturday
	Frome	Tuesday, Thursday, Saturday
	Grange Hill	Monday, Wednesday, Friday
	Friendship	Tuesday, Thursday, Saturday
	Leamington	Monday, Wednesday, Friday
	Negril	Monday, Tuesday, Friday
	Sheffield	Monday, Wednesday, Friday
	Whitehouse	Monday, Wednesday, Friday
	Darliston	Monday, Tuesday, Friday
	Lamb's River	Monday, Wednesday, Saturday
	Bluefields	Wednesday, Friday

Workers Savings and Loan Bank, contd.

	BRANCH	DAYS OPEN TO THE PUBLIC
	Glenislay St. Leonards	Wednesday, Saturday Monday, Wednesday, Friday
ST. ELIZABETH (23)	Black River Malvern Santa Cruz Siloah Balaclava Maggotty Fyffes Pen Junction Middle Quarters Munro College Myersville Newmarket Ipswich Mountainside Ginger Hill Top Hill Aberdeen Treasure Beach Giddy Hall Elderslie Lacovia Nain Springfield	Daily Daily Daily Daily Monday, Wednesday, Friday, Saturday Monday, Tuesday, Thursday, Saturday Tuesday, Friday, Saturday Tuesday, Thursday, Saturday Monday, Wednesday, Friday Tuesday, Thursday, Saturday Monday, Wednesday, Friday Monday, Wednesday, Friday Monday, Tuesday, Friday Monday, Wednesday, Friday Monday, Tuesday, Friday Monday, Wednesday, Friday Monday, Wednesday, Saturday Monday, Wednesday, Friday Monday, Wednesday, Friday Tuesday, Friday Tuesday, Friday Tuesday, Saturday Monday, Thursday
MANCHESTER (18)	Mandeville Christiana Kirkvine Porus Newport Coleyville Devon Walderston Watson's Hill Williamsfield Maidstone Mile Gully Pratville Shooters Hill Alligator Pond Craighead Cross Keys Spur Tree	Daily Daily Daily Daily Daily Monday, Wednesday, Saturday Monday, Wednesday, Saturday Monday, Tuesday, Friday Monday, Wednesday, Friday Tuesday, Thursday, Friday Tuesday, Thursday, Friday Monday, Thursday, Friday Monday, Wednesday, Friday Monday, Tuesday, Friday Tuesday, Friday Tuesday, Friday Wednesday, Friday Tuesday, Friday
CLARENDON (27)	May Pen Alley Chapelton Lionel Town Frankfield Race Course Spaldings James Hill Hayes Colonel's Ridge Croft's Hill	Daily Daily Daily Daily Daily Daily Daily Monday, Wednesday, Saturday Monday, Wednesday, Saturday Tuesday, Wednesday, Friday Monday, Wednesday, Friday

Workers Savings and Loan Bank, *contd.*

	BRANCH	DAYS OPEN TO THE PUBLIC
CLARENDON, <i>contd.</i>	Crooked River	Monday, Wednesday, Saturday
	Kelliis	Monday, Wednesday, Friday
	Mocho	Monday, Wednesday, Friday
	Salt River	Tuesday, Friday, Saturday
	Smithville	Monday, Wednesday, Friday
	Thompson Town	Monday, Wednesday, Friday
	Trout Hall	Monday, Thursday, Friday
	Grantham	Monday, Wednesday, Saturday
	Richmond Park	Monday, Wednesday, Friday
	Aenon Town	Tuesday, Thursday, Saturday
	Alston	Tuesday, Saturday
	Four Paths	Tuesday, Friday
	Milk River	Tuesday, Friday
	Rock River	Tuesday, Saturday
	Toll Gate	Tuesday, Friday
	Wood Hall	Wednesday, Saturday
ST. CATHERINE (24)	Spanish Town	Daily
	Innswood	Daily
	Linstead	Daily
	Old Harbour	Daily
	Ewarton	Daily
	Guanaboa Vale	Monday, Wednesday, Friday
	Bog Walk	Tuesday, Thursday, Saturday
	Gregory Park	Monday, Wednesday, Saturday
	Lluidas Vale	Monday, Wednesday, Saturday
	Redwood	Monday, Wednesday, Friday
	Riversdale	Monday, Wednesday, Saturday
	Sligoville	Monday, Thursday, Saturday
	Troja	Tuesday, Thursday, Friday
	Above Rocks	Monday, Tuesday, Friday
	Bellas Gate	Monday, Wednesday, Friday
	Glengoffe	Monday, Wednesday, Friday
	Harewood	Monday, Wednesday, Saturday
	Watermount	Monday, Wednesday, Thursday
	Bartons	Tuesday, Friday
	Brown's Hall	Tuesday, Thursday
	Ginger Ridge	Tuesday, Friday
	Harkers Hall	Monday, Friday
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