

U. S. POSTAL INFORMATION

POSTAGE RATES AND CLASSIFICATION

For information regarding classification, postage rates, and mallability of domestic mail of all classes, entry and mailing of publications as second-class matter, metered and permit mail, bulk rate mailings of third-class matter, Business Reply Cards and Envelopes, apply at your local post office.

DOMESTIC POSTAL RATES

First-Class

LETTERS: 3 cents for each ounce or fraction of an ounce. (Local delivery same rate.)

POST CARDS: 1 cent each within prescribed sizes.

BUSINESS REPLY CARDS: 2 cents each; Air Mail, 9 cents each.

BUSINESS REPLY ENVELOPES: Ordinary or Air Mail, 1 cent in addition to regular postage.

BUSINESS REPLY ENVELOPES: Business reply envelopes for local delivery 1 cent in addition to regular postage. Apply at Post Office for Permit.

Second-Class

NEWSPAPERS AND PERIODICALS (Transient rate): 1 cent for each 2 ounces or fraction of 2 ounces or fourth-class rate, whichever is lower.

Third-Class

MISCELLANEOUS: 1½ cents for each 2 ounces or fraction of 2 ounces, up to and including 8 ounces. **BOOKS AND CATALOGS,** 24 pages or more (including covers) 22 cents; which may be printed, **SEEDS, ETC.,** 1 cent for each 2 ounces or fraction of 2 ounces, up to and including 8 ounces.

BULK THIRD CLASS (Up to 8 oz.): Not less than either 20 pounds or 200 separately addressed identical pieces 12 cents for each pound or fraction, but not less than 1 cent per piece. Apply at P. O. for permit to mail.

BOOKS, SEEDS, PLANTS, Etc. (Bulk up to 8 oz.): 8 cents for each pound or fraction, but not less than 1 cent per piece. Matter mailed at bulk rates can not be Registered, Insured or sent C. O. D.

All bulk mail must be separated by date and office, tied and labeled. These rates do not apply to mail for Canada and other Foreign Countries.

Fourth-Class—(Parcel Post)

Includes printed matter, merchandise and all other matter weighing in excess of 8 ounces except first and second class matter. Parcels limited to 100 inches, length and girth combined. Weight limit 70 pounds.

Zone	First Pound*	Additional lbs.
Local	7c.	1c each 2 lbs.
1 and 2	8c.	1.1c each lb.
3	9c.	2c each lb.
4	10c.	3.7c each lb.
5	11c.	5.3c each lb.
6	12c.	7c each lb.
7	14c.	9c each lb.
8	15c.	11c each lb.

*Effective March 26, 1944, postage at the foregoing rates was increased 3 per centum, fractions of one-half cent or more to be computed as one cent, but in no case shall the increase per parcel be less than 1 cent.

Fourth-Class

PARCELS MAILED ON RURAL ROUTES: 2 cents less per parcel than indicated in foregoing table for local delivery and 3 cents less for other than local delivery.

LIBRARY BOOKS: Books sent by authorized libraries to readers and when returned by such readers, for delivery within the first three zones or the State in which mailed: 4 cents for the first pound and 1 cent for each additional pound up to and including 47

pounds; 52 cents for 48 pounds and 1 cent for each additional pound up to and including 70 pounds.

SHORTPAID MATTER: First-class matter mailed shortpaid one rate (3 cents) shall be rated 3 cents due for collection upon delivery, and 4 cents due for each shortpaid ounce or fraction of an ounce when shortpaid more than one rate.

AIR MAIL SERVICE

United States Air Mail Service

Five cents for each ounce or fraction thereof; to any part of the United States. May be registered, insured, sent C. O. D. or Special Delivery.

The ratio of five cents for each ounce or fraction thereof also applies to Air Mail sent to or by the armed forces of the United States overseas served through Army and Navy Post Offices.

Air mail stamps and distinctively-stamped envelopes are issued for prepayment of postage on air mail. Ordinary stamps may also be used.

Air mail should be plainly marked "VIA AIR MAIL" in the space immediately below the stamps and above the address.

Canada (same as above)

Air Mail Mexico

Rate of postage to Mexico: Ten cents for each ½ ounce.

Dispatched by the United States Air Mail Service and in Canada or in Mexico by the Air Mail Service to those countries. For additional information telephone your local post office.

United States Air Mail Service to Central America, South America and the West Indies

For information regarding this service telephone your local post office.

Air Mail in Other Foreign Countries

For information regarding this service in Foreign Countries, apply at or telephone your local post office.

FEES IN ADDITION TO REGULAR POSTAGE

SPECIAL DELIVERY

FIRST CLASS ONLY—2 pounds or less, 13 cents; over 2, not over 10 pounds, 20 cents; over 10 pounds, 25 cents.

MAIL OTHER THAN THAT OF THE FIRST CLASS will be given the most expeditious handling and transportation practicable, and in addition receive immediate delivery at the office of address, upon payment of the following special-delivery fees:

2 lbs. or less	17c
Over 2 lbs., but not over 10 lbs.	25c
Over 10 lbs.	35c

"Special Delivery" must be so indorsed.

SPECIAL HANDLING

(Without Special Delivery)

FOURTH CLASS: 2 pounds or less, 10 cents; over 2, not over 10 pounds, 15 cents; over 10 pounds, 20 cents.

"Special Handling" must be so indorsed.

SENDERS' RECEIPTS FOR DOMESTIC ORDINARY MAIL

A receipt (certificate of mailing) is furnished the sender of domestic ordinary mail of any class upon payment of 1 cent for each piece. This fee does not insure against loss, rifling or damage, but merely furnishes evidence of mailing, and no receipt will be obtained from the addressee on delivery. Additional duplicate receipts may be obtained upon payment of 1 cent each.

MONEY ORDERS

Not exceeding \$ 2.50	6c
Not exceeding 5.00	8c
Not exceeding 10.00	11c
Not exceeding 20.00	13c
Not exceeding 40.00	15c
Not exceeding 60.00	18c
Not exceeding 80.00	20c
Not exceeding 100.00	22c

Registry

Domestic mail matter prepaid at the first-class rate of postage, may be registered against loss, rifling or damage upon payment of the following fees:

REGISTRY

Indemnity	Fee
Up to \$5	\$0.20
\$ 5.01 to 50	.25
50.01 to 75	.35
75.01 to 100	.40
100.01 to 200	.55
200.01 to 300	.65
300.01 to 400	.80
400.01 to 500	.95
500.01 to 600	1.05
600.01 to 700	1.15
700.01 to 800	1.20
800.01 to 900	1.25
900.01 to 1000	1.35

When declared value of registered matter exceeds limit of indemnity prescribed for the fee paid, a surcharge is collectible. The local post office should be consulted for full particulars.

Collect-on-delivery mail sealed against postal inspection and bearing postage at the first-class rate may also be registered. The fees on registered C. O. D. mail range from 40 cents to \$1.40, according to amount to be collected up to \$200, or amount of indemnity desired not exceeding \$1,000. Consult postmaster for particulars.

COLLECT-ON-DELIVERY

(Third and Fourth Class Mail)

Amount C. O. D. charges or amount Insurance desired	C.O.D. fee
From \$0.01 to \$2.50	15c
From \$2.51 to \$5	20c
From \$5.01 to \$25	30c
From \$25.01 to \$50	40c
From \$50.01 to \$100	50c
From \$100.01 to \$150	50c
From \$150.01 to \$200	60c

No C. O. D. Service to Canal Zone.

INSURANCE

Amount of Insurance	Insurance fee
From \$0.01 to \$5	3c
From \$5.01 to \$25	10c
From \$25.01 to \$50	15c
From \$50.01 to \$200	25c

Fee for return receipt, 4 cents extra.

Limit for Canal Zone is \$200.

AIDS TO PROPER MAILING

Write name and address plainly and completely.

Place name and address of sender on all matter.

Prepay postage fully on all letters and parcels.

Always address mail for city delivery to street and number and request correspondents to do likewise.

Use designation North or South, East or West when it is a proper part of the address and save delay in delivery.

Insure valuable parcels except those containing small articles of considerable value which should be registered.

Wrap parcel post carefully in heavy paper and tie knots securely.

You will often gain a day's time in delivery by depositing mail as soon as it is ready.

Use Postal Unit numbers on mail addressed to cities where Unit Numbers are required.