

No Book Packets must exceed two feet in length, or one foot in width or depth, nor exceed twenty-four ounces in weight; except to Germany.

* Indicates that prepayment on letters is optional; but letters forwarded *unpaid* or *insufficiently paid* are subject to a fine at the office of delivery, and will be charged about double the original postage required. Printed matter must be fully prepaid in all cases.

Postal Cards will be forwarded to Germany, Austria, Switzerland and Canada *only*, if an ordinary one cent postage stamp is affixed in addition to the stamp printed on the card.

ENGLISH CLOSED MAILS, via New York, closes Monday, Wednesday and Friday, of each week, at 9 P. M.

MAILS FOR FRANCE.

† The new Postal Convention between the United States and France, was carried into operation on the first of August, 1874. It fixes the postage on letters at 9 cents per $\frac{1}{2}$ oz., on letters, prepayment optional, and 3 cents for each Newspaper. The fee on registered letters is 10 cents.

SOUTH AMERICA AND WEST INDIES.

Mails for South America and West Indies, via New York and St. Thomas, close at Baltimore Post Office on the 22nd of each month, at 9 P. M. Postage by this route to Brazil is 15 cents, Papers 3 cents. Montevideo, Uruguay and all the West Indies, 18 cents, Papers 4 cents, except to St. Thomas, to which island the postage is 10 cents, Papers 2 cents, and must be fully prepaid.

Mails for Peru, Chili, via Aspinwall and Panama, are forwarded per Steamers sailing twice or three times each month, and are to be fully prepaid, as follows: Peru, 22 cents; Ecuador, 20 cents; Panama, Aspinwall, 10 cents, on letters; 2 cents on Newspapers.

Havana Mails, via New York, close on Monday and Wednesday of each week at 9 P. M. Direct from Baltimore on or about the 1st and 15th of each month, at 1 P. M. Postage 10 cents on letters, and 2 cents for each paper.

MAILS VIA SAN FRANCISCO.

Correspondence for China, Japan, Australia, Fiji Islands, etc., marked "via San Francisco." will be forwarded at 10 cents per half-ounce on letters, and 2 cents for each Newspaper. New Zealand, New South Wales, at 12 cents half-ounce, and 2 cents for each Newspaper. Sandwich Islands, Vancouver Island and British Columbia, 6 cents on letters, and 2 cents on papers, and should be mailed not later than the 8th and 22nd of each month, to reach the steamers sailing from San Francisco on or about the 1st and 16th of each month.

STAMPED ENVELOPES.

The attention of the public is called to the advantage of using Stamped Envelopes rather than Postage Stamps. Daily, numbers of letters are dropped in the Post Office without prepayment, with Revenue Stamps, and Stamps cut from Stamped Envelopes affixed, which are held for postage; whereas, by the use of Stamped Envelopes, these letters would go forward without delay.

Persons purchasing Stamped Envelopes of any denomination, in quantities of 500 and upward, may have their names and request to return in a specified time printed thereon—not to exceed four lines—free of charge. The Department offers unusual inducements to the public in the sale of Stamped Envelopes.

☞ The Rules of the Office, made in pursuance of instructions from the Post Office Department, forbid persons not in its immediate employ, or otherwise connected with its official transactions, from entering upon the floor. It is hoped that no one, whatever his position, will attempt to violate these rules.

Persons having grievances against the Office, on any account, will please report the fact in writing, or in person, to the Postmaster or chief clerk.

ENDORSED OR REQUEST LETTERS.

Any letter on which the postage is prepaid, having endorsed upon the outside thereof, in writing or in print, the name and address of the writer, if not called for at the Post Office at which it is directed within thirty days, or any less time the writer may direct, will be returned to the writer without additional postage, and without a specified request for such return being endorsed thereon.

POSTAL RULES.

Many errors occur by persons not observing the following regulations in depositing letters, papers, or miscellaneous publications in the Office for mailing.

MONEY SHOULD NEVER BE ENCLOSED IN AN ORDINARY LETTER.

Direct letters plainly to the Street and Number, as well as the Post Office, County and State. By inserting upon letters the County in which the office is located, many errors in superscription might be detected, and mistakes in mailing avoided.

Head letters with the writer's Post Office and State, Street and Number. Sign them with full name, and request that answers be directed accordingly.

Full payment by Stamps required on all transient printed matter, foreign and domestic.

All letters not prepaid by stamps, all such as are received in the Office with Stamps cut from Stamped Envelopes or with such Postage Stamps as were in use prior to 1861, or with Revenue Stamps on them, are treated as "unmailable," and are sent to the Dead Letter Office.

Valuable letters should in all cases be Registered; and when money is designed to be transmitted, Postal Money Orders (to secure safety in transmission) should, when practicable, be obtained.

A letter once delivered to any one authorized to receive it, cannot be forwarded without additional postage.

THE FOLLOWING CLASSES OF LETTERS ARE NOT ADVERTISED.

Drop Letters unless three cent Postage Stamp is affixed. Letters bearing requests to be returned to the writers, or bearing the name and address of the writer. Box Letters, Postal Cards, Letters directed and sent to Hotels, and thence returned to the Post Office as unclaimed. Letters returned from the Dead Letter Office to writers. Circulars, free packages containing printed documents, speeches, and other printed matter. Official letters from any department of the government.

CITY DELIVERY.

The public are requested to adopt the house-door letter boxes, the use of which will result in greatly increased rapidity in the delivery of letters.

Free delivery of letters by faithful Carriers will be secured by having them plainly addressed to the street and number.

No necessity exists for persons calling at the office, as all may have their mail matter left at their residence regularly, without risk or charge.