

Offices in the Suburban Districts between 10 A.M. and 5 P.M.; and at Receiving Houses in the Suburban Districts between 9 A.M. and 6 P.M. Although, however, general Savings Bank business ceases at the hours named, yet Savings Bank Deposits are received at District and Branch Offices until 8 P.M. on Saturdays, and at Receiving Houses, as a rule, both on Fridays and Saturdays until 7 P.M.

Sunday.

38. All Post Offices in the London District are closed on Sundays with the exception of those mentioned at pages 36 and 37, which are open during certain hours for the receipt and despatch of telegrams. Letters, however, posted in London before 9 P.M. on Saturday are forwarded to the travelling post offices, and reach their several destinations in time for delivery on Monday morning. Letters posted in the Pillar Boxes within the Town limits, and in some of the nearer Suburbs, on Sundays, are collected early on Monday morning, in time for all the Morning Mails, and for the first London District delivery.

OTHER BRANCHES OF POSTAL BUSINESS.

XXV.—POST OFFICE TELEGRAPHS.

1. The charge for telegrams throughout the United Kingdom, including the Channel Islands and the Isle of Man, but excepting the Scilly, Orkney, and Shetland Islands, is 1s. for the first 20 words, and 3d. for every additional five words, *i.e.*, for every additional group of not more than five words*; the names and addresses of the sender and receiver not being counted. Tariff for inland telegrams.

2. The charge for telegrams to the Scilly Islands is 3s. 6d. for the first 20 words, and 9d. for every additional five words; and to the Orkney and Shetland Islands 6s. for the first 20 words, and 1s. 6d. for every additional five words; except to Moss Bank, Culla Voe, Uya Sound, and Balta Sound, in Shetland, the rates to which are 7s. for the first 20 words, and 1s. 9d. for every additional five words. Tariff for the Scilly Isles, &c.

3. The charges for press telegrams are 1s. for every 100 words or portion of 100 words handed in between the hours of 6 p.m. and 9 a.m.; and 1s. for every 75 words or portion of 75 words handed in between the hours of 9 a.m. and 6 p.m.; with an additional charge of 2d. per 100 or 2d. per 75 words, as the case may be, for the same telegram to every additional address. Tariff for press telegrams.

4. The inland telegram forms are of two kinds, namely, the "A 1" form, embossed with a stamp of the value of 1s., and the "A" form (given gratis), with no stamp embossed thereon. The "A 1 forms" may be purchased singly or in any number. They may also be had bound up into books of 20 forms; price 1l. Telegram forms.

5. Interleaved books of stamped telegram forms bearing the name and address of the sender (and of the receiver, if required) printed on each form are supplied free of extra cost, if not less than 500 of such stamped forms (value 25l.) are taken at a time.

6. Stamped telegram cards are also issued to the public at the rate of 1s. for each card, or in packets containing 20 cards at 1l. per packet. Telegram cards.

7. When the terminal telegraph office, *i.e.*, the office from which the message is delivered, is a Head Post Office, the amount paid for the transmission of a message covers the cost of delivery within the town postal delivery of that office. But when it is not a Head Post Office, the message is delivered free only within a radius from it of one mile. Free delivery.

8. When the addressee resides beyond the above-described limits, portage is charged at the rate of 6d. per double mile (that is, a mile out and a mile back), or any part thereof, provided the whole distance to be traversed does Porterage beyond delivery.

* A similar interpretation is to be put upon the phrase "every additional — words," wherever such phrase occurs.

not exceed three miles out and three miles back; but the charge is calculated from the boundary of the district within which no portorage is levied. For instance, if the addressee's residence is a mile and a quarter from the terminal telegraph office, and also beyond the free delivery, the charge for portorage would be 6d.; if the distance is above two miles and under three, 1s.

Delivery by mounted messenger.

9. If the addressee resides at a greater distance than three miles from the terminal telegraph office, portorage is charged for delivery by mounted messenger at the rate of 1s. per double mile, except in Ireland, where the charge is only 8d. per double mile.

Deficiency charged against addressee.

10. The sum paid by the sender for delivery by special foot messenger, or by mounted messenger, is always telegraphed to the terminal telegraph office; and should the sender have undercalculated the distance over which the message has to be carried by special foot or mounted messenger, the deficiency is charged on delivery.

Excess refunded to sender.

11. If, on the contrary, the sender has paid too much, the excess, on application to the Secretary, is refunded to him.

Delivery by post or train.

12. If the sender requires his telegram to be forwarded by post or by train from the terminal telegraph office he must write the words "by post" or "by train" in the space provided for that purpose at the foot of the message form.

Telegrams for ships.

13. A deposit of 5s. is required upon all telegrams addressed to persons on board ship (unless the ship be lying in the dock) to cover any expense incurred in their delivery; but application can be made to the Secretary for any surplus.

Extra charges and portorage.

14. Extra charges for words beyond the number allowed for 1s. must be prepaid by stamps affixed to the telegram form; and the extra charge for portorage, when any has to be paid, should also, as far as possible, be prepaid.

Sender to state distance.

15. In order that the charges for portorage may be properly assessed, the senders are expected to state, as accurately as possible, the distance at which the addressees live from the terminal telegraph office.

Embossed stamps removed from "A 1" form.

16. An embossed stamp which has been removed from a spoiled and unused "A 1" form will be accepted in payment of a telegram; but mutilated or defaced stamps will not.

Sender should give his address.

17. The sender should state his address with sufficient fulness to enable the Department to communicate with him should such a course be necessary. When the senders of messages do not reside in the town from which they forward their telegrams they should furnish their permanent address on the telegram form, and add the name of the town from which the message is sent. For example; if John Smith, of Glasgow, tenders a message in Birmingham for transmission to Liverpool, and if he describes himself as John Smith, Glasgow, he should add the words, "now in Birmingham."

Repetition of telegrams.

18. Telegrams may be repeated at the request of the sender, if he desires to adopt this extra security against risk of error, by being re-signalled from each office at which they are received to the office from which they are forwarded. The charge for repetition is one half the ordinary tariff; fractions of threepence being reckoned as twopence.

Prepaid replies.

19. The cost of a reply to a telegram may be prepaid; and a Prepaid Reply Pass will then be delivered to the addressee, who will be at liberty to send his reply, from any Postal Telegraph Station, at any time within two months after the date of the original telegram. If the pass be not used, application for the return of the money, accompanied by the Prepaid Reply Pass, may be made, by the holder, to the Secretary, General Post Office, London. A Prepaid Reply Pass, however, need not necessarily be used for the reply to a message, but may be used for the purpose of prepaying a message containing the same number of words as that named on the pass.

Re-direction of telegrams.

20. Telegrams may be re-directed from town to town at an extra charge of one half the ordinary tariff (fractions of threepence being reckoned as twopence); but in such cases they must not have been opened.

21. Copies of a telegram directed to more than one person or firm in the same free delivery will be delivered separately at an additional charge of threepence per copy. The London Postal Districts, however, will not be regarded, for this purpose, as together forming one free delivery; each Postal District being treated separately. Copies of telegrams delivered to several persons.

22. Persons who wish to avoid sending so far as to a Telegraph Office may, without additional charge, post either a stamped telegram card, or a telegram form enclosed in an envelope addressed "Telegraph Office," in a wall or pillar box, or in the letter-box of a Receiving Office or Sub-Post Office. Telegrams so posted are sent on to the nearest Postal Telegraph Office by the first collection from the letter-box in which they are deposited, are thence transmitted by wire as soon as possible, and are delivered to the addressee free of extra charge, provided the proper amounts for the number of words contained in them, and for portorage when they have to be delivered beyond the limits of the free delivery, have been prepaid. The period of arrival at the Postal Telegraph Office is regarded as the time of receipt from the public. In the case of telegraph cards, the date and hour at which the message is posted should be written in the spaces provided for that purpose. Telegrams can be posted.

23. Telegrams so posted, but insufficiently prepaid, are forwarded to their destination, the difference of charge being obtained from the addressee; but unpaid telegrams are not forwarded. Unpaid telegrams not forwarded.

24. Most of the Telegraph Offices in the United Kingdom are closed between 8 p.m. and 8 a.m.; and as time is required for transmission between office and office, it must be borne in mind that if a telegram be deposited in a box at such a time that it cannot reach a Telegraph Office before 7 p.m., it may not reach its destination until after 8 a.m. on the following day. Telegrams posted late liable to delay.

25. Telegrams written on the proper forms and properly prepaid may be handed to Rural Messengers who are proceeding to Postal Telegraph Offices for transmission therefrom. Telegram can be handed to rural messengers.

26. Telegrams written in any European language are charged for according to the number of words they contain; but all unintelligible words not forming part of any European language are charged for as if each syllable were one word. Should the word not be composed of syllables, then five letters are considered as equal to one word. Foreign words, &c.

27. No combination of two or more words is counted as one word, with the exception of those words which are ordinarily coupled by hyphens, such as "mother-in-law," "non-delivery," "sub-lieutenant," "alms-houses," &c., or words denoting the names of persons or towns, whether connected by hyphens or not, such as "O'Neil," "MacDonald," "Newcastle-on-Tyne," "Isle of Wight," &c. The name of the county added to the name of a place is reckoned separately, as, for example, "Newcastle, Staff.," "Bradford, Yorks.;" the charge being, in each instance, for two words. Compound words not counted as one word.

28. The following exceptional compound words are charged for as one word:— Exceptional compound words.

Midday.	To-day.	Halfpenny.
Midnight.	To-night.	Twopence,
Noonday.	To-morrow.	and pence
Se'nnight.	Yesternight.	up to
Cannot.	Yesterday.	Elevenpence.

Also all denominations of trades, such as linendraper, silversmith, share-broker, &c.

29. Abbreviations of auxiliary verbs designated by apostrophes (such as can't, won't, don't, I'll, you'll, couldn't, shouldn't, &c.) are charged for as one word. By writing words in this way, however, there is a greater risk of error. Abbreviations allowed but not recommended.

30. Numbers expressed in figures in an inland telegram are counted as so many words, according to the number of figures employed. For example, "7" counts as one word, "12" as two words, "385" as three words; and so on. Fractions are counted according to the number of figures employed to express the quantity, one word being added for the bar or mark of division Each figure reckoned one word.

between the numerator and denominator—thus, " $\frac{1}{2}$ " counts as three words, " $\frac{3}{4}$ " as three words, "109 $\frac{1}{2}$ " as six words.

District initials.

31. The initial letters denoting the several London Postal Districts are each charged as one word; for instance, "S.W." is counted as two words.

Names of ships.

32. The name of a ship is charged as a compound word if composed of more than one word. For example, "City of Brooklyn" is charged as three words.

Parentheses, &c.

33. When the sender of a telegram desires words to be underlined, or placed in a parenthesis, or within inverted commas, two extra words are charged for.

"Private," "confidential," &c. on envelope of message.

34. When the sender of a telegram desires that special instructions, such as "private," "confidential," "to be opened at once," or the like, shall be written on the envelope containing the copy of the message which is to be delivered to the addressee, he must write the instructions on the form immediately after the address of the person to whom the message is sent. These instructions are charged for as part of the message.

Telegrams repeated at half cost.

35. If the receiver of a telegram doubts its accuracy, he may have it repeated by depositing half the amount paid for its transmission to him. The money will, however, be refunded to him if it should turn out that the telegram had been inaccurately transmitted.

Registration of addresses.

36. The full address at which telegrams reaching London from provincial towns or from abroad, and marked with an abbreviated or arbitrary address, are to be delivered, can be registered at the General Post Office on payment of an annual fee of one guinea.

Sender must pay for a fresh message if sent to a second address.

37. The sender of a telegram, upon being informed that his message cannot be delivered in consequence of the addressee being unknown at the address furnished, must, should he desire to furnish a corrected address, pay the cost of a fresh telegram.

Messages "to be called for."

38. When telegrams are addressed to a Postal Telegraph Office to be called for, they are kept for two clear days; and, if no application be made for them within that time, are sent to the Chief Office, London.

Re-direction of letters by telegraph.

39. Telegrams for the re-direction of letters are accepted at the ordinary rate of charge; but the sender must append his signature to the telegram, otherwise it cannot be acted upon.

Indecent or libellous telegrams.

40. Telegrams which are indecently or obscenely worded, or which appear to contain abusive, libellous, or slanderous matter, will not be transmitted.

Non-liability of Post Office.

41. The Department, is not liable for losses incurred through the incorrect transmission, delay, or non-delivery of telegrams.

Hours of attendance.

42. Telegraph offices are, as a rule, open from 8 a.m. to 8 p.m. on week days, and from 8 a.m. to 10 a.m. on Sundays. There are, however, offices in several of the larger towns which are open for longer periods; and at the following offices in London and in the country there is attendance continuously during the day and night, both on week days and Sundays.

LONDON OFFICES.

Central Telegraph Station, St. Martins-le-Grand, E.C.

Moorgate Street Buildings, E.C.

Paddington Station (Great Western Railway Co.'s Office), W.

Victoria Station (London, Chatham, and Dover Railway), S.W.

West Strand, W.C.

COUNTRY OFFICES.

England.

Birmingham.

Bristol.

Cardiff.

Chester.

Derby.

Dover (Pier Office).

Exeter.

Hull.

Leeds.

Liverpool.

Manchester.

Newcastle-on-Tyne.

Norwich.

Peterborough.

Plymouth.

Sheffield.

Southampton.

Worcester.

Scotland.

Aberdeen.

Dundee.

Edinburgh.

Glasgow.

Ireland.

Belfast. | Cork. | Dublin. | Queenstown.

The other Principal London Offices are open at the undermentioned times, viz. :—

	On Week Days.		On Sundays.	
	A.M.	P.M.	A.M.	P.M.
Eastern District Office, Commercial Road East	8 0	11 0	8 0	11 0
Northern District Office, Islington	8 0	11 0	8 0	11 0
North-western District Telegraph Office, Euston Square	6 0	11 0	8 0	11 0
South-eastern District Office, Borough	8 0	11 0	8 0	11 0
South-western District Office, Buckingham Gate	8 0	11 0	8 0	11 0
Western District Office, Vere Street	7 0	11 0	7 0	11 0
Western Central District Office, Holborn.	8 0	11 0	8 0	11 0

Private Wires.

43. The Department undertakes to construct and afterwards maintain, at the rentals specified in Tables A. and B., a line of private wire between the place of business or residence of a firm or private individual and a Postal Telegraph Office, or between two or more places of business or residences; except where it may be desired to have a line of private telegraph between two towns which are connected by means of the public postal wires. In such cases the Department only grants a line of private wire in each town between the place of business and the Head Postal Telegraph Office; the service between the two towns being performed over the public wires at the ordinary charge, of course, for inland telegrams, in addition to the fixed yearly rental for the two lines of private telegraph.

44. The Department also undertakes to supply Greenwich mean time by electric current every hour in the day in London, and at either 10 or 1 o'clock to places in the country at the rates set forth in Table D.

45. All applications or communications in regard to private wires or time signals should be addressed to "The Surveyor of Private Wires, General Post Office, London."

TABLE of CHARGES for RENTAL of PRIVATE WIRES (A), INSTRUMENTS, &C. (B), REGULATIONS and CONDITIONS for LINES of PRIVATE TELEGRAPHS (C), and TIME SIGNALS (D).

A.			B.				
WIRE RENTAL SCALE.			INSTRUMENT RENTAL, &C., SCALE.				
	In London.	Other Parts of the Kingdom.			A B C, Per Set of 1 Communicator, 1 Indicator, 1 Bell.	1 Single Needle and 1 Battery.	1 Printer and 1 Battery.
Per mile, per annum.			Rental per annum.				
	£ s. d.	£ s. d.			£ s. d.	£ s. d.	£ s. d.
1. Over house, or underground.	8 0 0	7 0 0	I. If the property of the renter.	Including in every case the cost of maintenance and of effecting repairs and renewals.	3 10 0	2 10 0	7 10 0
2. On the roads -	6 0 0	5 0 0			Extra Bell	0 15 0	*
3. Under water -	Special rates, according to circumstances.		2. If the property of the Department.		3 0 0	3 0 0	10 0 0
					Extra Bell	1 0 0	
			3. If purchased from the Department		25 0 0	Price 7 10 0	25 0 0
					Extra Bell	Ordinary, 7. each. Star or Indicator, 5l. 5s. each.	

* * * The minimum charge in all cases is for one mile; advancing beyond that distance by quarter-miles; any less distance than a quarter-mile being counted as a quarter-mile.

NOTE.—The Department, however, reserves to itself the right to modify these rates under special circumstances.

* Including renewal of battery.

† Including supply of paper ribbon.

C.—REGULATIONS AND CONDITIONS.

a. An Instrument in a Postal Telegraph Office.—For desk accommodation and clerk's services, 5*l.* 5*s.* per annum; or if two are required (at two different towns), a combined charge of 8*l.* 8*s.*

b. Delivery of Local Messages.—A charge of 3*d.* each is made upon messages sent over a private wire and intended to be delivered within the local free delivery; beyond that boundary the ordinary rates for delivery are charged. Local messages to the renter are sent over the private wire free.

c. Extension of an Existing Line.—If the extension would increase the rental, the cost is borne by the Department; if not, it is borne by the renter.

d. Maintenance of Lines not the Property of the Department will be undertaken for any period of not less than one year; the annual charge is calculated at 1*l.* less, per mile, than the rates set forth above under "wire rental scale;" but before the Department will undertake to maintain it, a line must be put into thorough order by the proprietor at his own expense. The Department cannot allow the erection on its poles of a wire not belonging to it.

e. Agreement.—A simple form of agreement has been prepared and every renter will be required to sign it. This agreement, as a rule, will be determinable at three months' notice, given previous to the end of the current year's rental; or failing such notice, on payment of such sum as the Department may agree to accept in lieu thereof; but where the expense of construction is considerable, the period must not be less than from three to five years; the latter period being stipulated for, when the proposed line will be in an outlying district, will be specially provided for a single renter, and it is not probable that there will be other renters.

f. Payment of Rental.—The rental is, in all cases, payable yearly, in advance.

D.—TIME SIGNALS.*

The charges for the use of wires and apparatus are as follows :

TO TRANSMIT FROM LONDON TO THE COUNTRY.

1.—A Ten o'Clock Current.				Per Annum.			
				£	s. d.		
Including the rental and maintenance of a private wire, from the			}	12	0 0		
Local Head Post Office to the renter's house, of $\frac{1}{4}$ mile in length							
Do.	do.	$\frac{1}{2}$				14	0 0
Do.	do.	$\frac{3}{4}$				16	0 0
Do.	do.	1	do.	17	0 0		

If the private wire exceeds one mile in length, the ordinary tariff rates for wires will be charged in addition to 10*l.* for the signal.

2.—A One o'Clock Current.							
Including the rental and maintenance of a private wire, from the			}	27	0 0		
Local Head Post Office to the renter's house of $\frac{1}{4}$ mile in length							
Do.	do.	$\frac{1}{2}$				29	0 0
Do.	do.	$\frac{3}{4}$				31	0 0
Do.	do.	1	do.	32	0 0		

If the private wire exceeds one mile in length, the ordinary tariff rate will be charged in addition to 25*l.* for the signal.

* The Department undertakes to supply a time signal only where the existing postal telegraph arrangements will permit the work to be properly done.

IN LONDON.

Amount.

1. For the hourly current within a radius of two miles from the General Post Office, including the use of the necessary wire - £ 15 0 0 *s. d.*
2. For any distance over two miles, the same rate added to the private wire rate for the wire over the extra distance. —

Note (a.)—The apparatus for receiving the signal must in all cases be provided by the reater.

(b.)—The private wire regulations c., d., e., and f. are applicable to time signal agreements.

XXVI.—MONEY ORDERS.

1. The public are recommended, when applying for Money Orders, whether inland, colonial, or foreign, to use the printed "Application Forms," prepared expressly for the purpose, which are supplied gratuitously at all Money Order Offices. These forms save time, and afford greater security, than verbal messages, against mistakes.

Application forms.

2. The commission on inland Money Orders is:—

For sums under 10s.	-	1d.	For sums of 5l. and under 6l.	-	7d.
" of 10s. and under 1l.	-	2d.	" " 6l. " " 7l.	-	8d.
" " 1l. " " 2l.	-	3d.	" " 7l. " " 8l.	-	9d.
" " 2l. " " 3l.	-	4d.	" " 8l. " " 9l.	-	10d.
" " 3l. " " 4l.	-	5d.	" " 9l. " " 10l.	-	11d.
" " 4l. " " 5l.	-	6d.	" " 10l. " "	-	1s.

Commission.

3. No order is allowed to contain a fractional part of a penny.

No fractional part of a penny allowed.

4. No Money Order can be issued, unless the applicant furnish, in full, the surname and at least the initial of one Christian name, both of the remitter and the payee, together with the remitter's address. In the case of Foreign Orders the full address of the payee must be given; and if the Order be payable to a native in British India, the Tribe or Caste, and the Father's name, must also be furnished.

Particulars required.

Exceptions. —1st. When the remitter directs at the time of issue (which he is at liberty to do), that the order, by being crossed like a cheque, be made payable only through a bank, it is left to his option to give or withhold the name of the payee.

2nd. If the remitter or payee be a peer or a bishop, his ordinary title is sufficient.

3rd. The usual designation of a firm is sufficient, except in the case of a company trading under a title which does not consist of the names of the persons composing it, as the "Carron Company."

5. The holder of a Money Order is always at liberty to direct, by crossing it, that the order be paid through a bank, even though its payment was not originally so restricted; and when the order is thus presented the question put on the presentation of an ordinary Money Order is dispensed with.

Orders can be crossed.

6. When application is made for a Money Order payable in London, or at any other town where there is more than one Money Order Office, the remitter should say at which of such offices he wishes it to be paid: otherwise the order can be cashed only at the Head Office. It is not incumbent on a Postmaster to supply such information relative to local or provincial offices, but the nearest Money Order Office to any street in London may be ascertained by referring to the Street List, at page 178.

Nearest Money Order Office.