

packets compulsorily registered, and a suitable note made on the bill or list (if any) with which the packet was received.

711. A registration label which has become detached from a registered packet may be reattached if the packet can be certainly identified. If there is any doubt, the matter should be reported, the label being pinned to the report form.

712. Letters directed to places within the Dominion and Australia, presumably containing coin, which have not been registered, must be registered in the ordinary way. The caution label must be gummed over the flaps of the envelopes, and the receipts, with the words "Compulsorily registered" written across them, filed in the office. The letters must then be taxed with a double registration fee of 4d., and be treated in all other respects as registered letters. Unregistered coin letters, if originating in New Zealand and directed to any country other than New Zealand or Australia, are to be sent to the Dead Letter Office. (See Rule 703.) To a packet compulsorily registered one of the labels of the office at which the compulsory registration is effected is to be affixed, and its number on the label entered opposite the entry of the packet in the usual record. Business firms advertising in the newspapers and asking for remittances for goods supplied or to be supplied should be advised by Chief Postmasters to request their clients to register all letters containing such remittances.

713. Letters or sealed packets, however, must not be registered on the mere suspicion that they contain valuables, nor must there be any prying into them for the purpose of ascertaining their contents; and it is only when there is no doubt that coin, bank-notes, jewellery, watches, &c., are enclosed that they are subject to this regulation. Letters or packets are often found in post-offices under some of the following conditions:—

- (1.) Posted in such thin covers that their contents are clearly visible.
- (2.) Posted with some of the contents protruding from the covers.
- (3.) Posted without being sealed or in any way closed against inspection.
- (4.) Accidentally come open in transit.

Under any of these circumstances there will be no difficulty in determining whether the contents are such as to bring the article within the rule, and whenever there is any doubt in the matter compulsory registration is to be waived.

714. Officers are specially warned against exchanging bank-notes for coin when the circumstances clearly indicate that the person applying for such an exchange intends to post the bank-notes in a letter.

715. Compulsory registration fees charged in error can be refunded only on the authority of the Inspector of Post-offices. The facts of the case are to be reported.

716. A letter addressed to any place in New Zealand, marked "Registered," but not entered on the list or letter-bill, or marked in blue pencil must, when discovered, be registered and treated as not having been duly tendered for registration, and charged with a double fee of 4d. in addition to the postage, less any amount prepaid for registration. On the face of such letters the words "Irregularly posted" must be written. Official letters must be charged the double registration fee only. Such irregularly posted letters, however, addressed to places beyond New Zealand must be treated as ordinary letters, even though marked "Registered." In such cases the word "Not" must be prefixed to the word "Registered," and the officer's initials added.