

in the previous Rules 769-70 have been complied with. If the bundle is insecurely packed, the fact must be reported by verification-note.

**774.** The insured letters should then be checked one by one against the entries on the special bill. Errors should be corrected and reported in the same way as errors respecting registered letters. Discrepancies in the weight of an insured letter should be noted on the special bill, but not on the cover of the letter.

**775.** If an insured letter is missing or shows signs of having been tampered with, the wrapper, string, and seals of the bundle in which it was received, together with the string and seals of the bag in which the bundle was enclosed, must be submitted to the Inspector of Post-offices with a full report, together with a verification-note in duplicate.

**776.** A damaged insured letter must be made secure before it is forwarded, but the original packing and sealing should be interfered with as little as possible. The repacking officer must write his initials on the cover. The weight of the letter should be ascertained and recorded before and after repacking.

**777.** If a missent insured letter has to be returned to the United Kingdom, the sum entered in respect of it (if any) in the proper column of the special bill enclosed in the mail with which it was received must be cancelled, and no entry in respect of it must be made in any case in columns 7 and 8 of the special bill of the mail with which it is sent back. In column 9 of the letter-bill must be written the word "Missent."

**778.** In respect of unpaid redirected letters the sum credited New Zealand in column 8 on the special bill should be 1½d. (15 centimes) for each £12 of insured value or any remainder.

**779.** When insured letters received from the United Kingdom are sent from place to place in this Dominion they must be treated precisely like ordinary registered letters, with the addition that the letter "I" should be shown against the entries on the letter-bills or registered-letter lists.

**780.** All the insured-letter bills despatched to this country, together with any verification-note relating thereto, are to be forwarded to the Inspector of Post-offices as soon as possible.

#### PARCEL POST.

##### GENERAL AND INLAND.

The general regulations governing the transmission of parcels will be found in the Guide.

**781.** (a.) Except in the case of registered and insured parcels and in the case of firms posting an average of twenty or more parcels daily, the sender is to fill in card P.P. S. in every case, and to present one with each parcel. When a parcel is presented, a numbered label should be attached thereto on the address side, and the duplicate attached to the P.P. S. card in the space provided. The number of the label should be written on the counterfoil, which is then date-stamped, initialled, detached, and handed to the sender.

(b.) Any firm posting an average of twenty or more parcels per day may be supplied with lists (P.P. X, "Lists of Parcels posted") in lieu of P.P. S. cards, if the firm so desires. The lists are to be prepared in duplicate and presented with the parcels. After the entries have been checked with the parcels, the lists are to be signed and date-stamped, one copy to be handed back to the sender and the other copy retained and filed for future reference. It will not be necessary to supply labels in duplicate to any firm using the lists, as the sender will enter the number of each parcel