

855. Receipts for demurrage are to be brought to charge as miscellaneous receipts. Chief Postmasters are to keep a full record of all such receipts, and accounting Postmasters will enter them in their "Miscellaneous" Journals.

856. The delivery of parcels will, as far as possible, be made by the letter-carriers in the same manner as other postal matter. It may be necessary to occasionally employ temporary assistance, but the Chief Postmaster must use his discretion in such cases. Every person so employed to deliver parcels at a chief office must give an acknowledgment, by means of the delivery-docket P.P. N., for those handed to him. The number of parcels handed over for delivery and the amount of charges to be collected must be entered on the docket, which must be filed for reference.

857. A receipt should be taken in every instance when a parcel is delivered by a contractor.

858. When a parcel is returned by a contractor as undeliverable, the parcel clerk will make out form C. & F. P.P. 29 to ascertain from the letter-carriers whether the addressee is known by them.

859. All registered and insured parcels are to be delivered by officers of the Department, and not by contractors.

860. A card, C. & F. P.P. 24, requesting the addressee of a parcel to obtain delivery at the post-office, is to be posted to the addressee where the carrier has failed to elicit a response to his call, and card C. & F. P.P. 14 is to be used to notify a private-box holder of a parcel awaiting delivery.

MISSENDING OF PARCELS.

861. Any parcel missent within the Dominion should be carefully indorsed, and the fact reported on parcel-post error form (P.P. T.).

862. When a foreign parcel is missent to the Dominion the receiving officer should not cancel the number of rates entered on the parcel-bill in respect of such parcel if it can be conveniently sent to destination, and when forwarding it to its destination it should be treated the same as a prepaid parcel originating in New Zealand. If, however, the parcel requires to be returned to the office of origin, the rates should be cancelled on the inward parcel-bill. When entered on the outward bill the rate columns should be left blank, and the words "Missent from ——" added in the column for remarks.

863. Missent or misdirected parcels received from beyond New Zealand are not liable to additional postage by reason of their being missent or misdirected. They are to be marked above the address with the words "Missent to ——," or "Misdirected to ——," as the case may be, date-stamped, and forwarded to the correct address. Parcel-verification notes reporting the circumstances should be forwarded to the Inspector of Post-offices.

REDIRECTION AND RETURN OF PARCELS.

864. Inland parcels must not be sent from one office to another on trial unless doubtfully addressed. Parcels so sent should, if delivered, be charged the usual redirection fee.

865. Redirected parcels are liable to a new rate of postage for each redirection, except parcels addressed to His Excellency the Governor and his household and to officers and seamen of His Majesty's ships in New Zealand waters, which are readdressed without charge within New Zealand.

866. When an inland parcel is refused by the addressee or is definitely known to be undeliverable, the sender should be immediately communicated with on form P.P. G.; or if a parcel be