

(c.) At non-accounting offices the fees must be affixed in stamps to the back of the advice-forms which accompany the parcels. The stamps so affixed must be cancelled by an impression of the office date-stamp and the forms posted to the Government Printer.

(d.) Applicants for Gold-miners' Guides should be advised to apply direct to the Government Printer.

(e.) Charges for embossing private envelopes and impressing postcards with the halfpenny or penny stamp are to be accounted for as Government Printing Office receipts.

**969. Machinery-inspection Fees.**—The Chief Inspector of Machinery furnishes Postmasters with schedules (accompanied by certificates with dockets affixed) of the fees payable. These fees must be paid within the period indicated on each schedule, failing which a higher rate is imposed, particulars of which are also given on the schedule. The particulars of fees received—viz., name of person by whom paid, number both of certificate and schedule, period covered by payment, and amount—must be furnished on form Acct. 190, under the special heading "Machinery Fees." The date of payment must be entered against each entry in the schedule. When a certificate is paid for, the Postmaster or other officer who receives the fee must complete the docket as indicated by the blanks, detach it from the certificate, and forward it to the Chief Postmaster in support of the entry in the statement in which the fee is accounted for. The schedules received from the Machinery Department with the certificates should be retained by Postmasters and filed for record purposes. If payment of any fee is not made within six months of the date of the schedule, the fact should be reported to the Chief Inspector of Machinery on the form provided for the purpose.

**970. Registration of Births, Deaths, and Marriages.**—The fees received by Postmasters who are also Registrars should be shown on form Acct. 190. The date of payment, name of person by whom fee paid, and description of service rendered, must be given. To avoid the penalty, notices of births must be given within sixty-two days, including the day of birth.

**971. National Provident Fund Receipts.**—Contributions to the National Provident Fund may be accepted at any money-order office. Any person resident in New Zealand, and between the ages of sixteen and forty-five, whose income does not exceed £200 a year, may on application become a contributor. The applicant must be required to fill in and sign the application Form A. When completed this form is to be folded up and at once posted direct to the Superintendent of the Fund, Wellington, at any time after completion of Form A. Contributions may be accepted for any sum amounting to not less than one weekly contribution. On payment of the first sum the receiving officer will enter in a new receipt-book the particulars asked for inside the cover thereof. The receipt-books should be issued in numerical sequence. The receipt and pay-in slip in the book must on completion of the entries be duly date-stamped and initialled for the sum received. The pay-in slip is then to be detached, by means of the perforation, from the receipt-book. The book is thereupon to be handed to the contributor for presentation by him at each future payment, and the pay-in slip retained by the Postmaster for his accounts. Fifty-two payments are provided for in the book. When a contributor's book is filled the next unissued book is to be issued to him, and the old number noted on the first pay-in slip detached from the new book. The name and amount shown in the pay-in slips retained by the receiving officer are to be entered in the special statement of National Provident Fund receipts