

lished, of the whole of the services in operation at the commencement of the new contract period—is to receive a careful scrutiny in every detail, not excepting the correctness of initials and of the spelling of names of persons and offices. As this schedule will take the place of the usual advice furnished on form P.O. 95 in respect of all changes made in mail-services in connection with the reletting of the services, that form need not be sent on such occasions. Reference to previous papers should be made by Chief Postmasters, when possible, in submitting the schedules.

365. Chief Postmasters should at the general reletting arrange also for the reletting of services under Part II. The contractors for such services, as well as those for services in Part I not under bond—*i.e.*, services the subsidy of which is above £20 and not more than £50 in annual value—must sign form P.O. 179, "Agreement to perform Mail-service." A copy of the "Terms and Conditions of Inland Mail-services" (P.O. 97) is to be annexed thereto, and the identification clause at the end thereof also signed by the contractor, the wording being amended to meet the case.

DEPOSITS WITH TENDERS FOR MAIL-SERVICES.

366. In any case in which the tenderer for a mail-service desires to obtain a money-order for the amount to be lodged with his tender his request may be complied with subject to the following conditions:—

- (1.) The order is to be issued for the exact sum of the deposit required, no limit of amount being imposed in respect of orders issued for this purpose.
- (2.) The order must be drawn in favour of the Chief Postmaster with whom the tender is to be lodged, and made payable to him at the issuing office. The Postmaster should explain as the reason for doing so that repayment will thereby be facilitated in the event of the applicant being unsuccessful.
- (3.) No commission charge will be made in respect of orders so issued, or fee charged if repayment thereof is subsequently desired.

The letters "O.H.M.S." must be written in the "Commission" column as an explanation of the non-charging for commission on such orders.

- (4.) The orders returned to unsuccessful tenderers should be superscribed by the Chief Postmaster as follows—"Repayment to remitter authorized"; and when they are presented for payment they will, assuming the advice thereof is in the possession of the Postmaster, be paid to the remitter, whose receipt will be taken in the usual manner.

367. Deposits received with mail-service tenders may, when remitted in any other form than by free money-order, be converted into money-orders drawn in favour of the tenderers, to whom they should be forwarded when the time comes for returning the deposits. No commission will be chargeable in respect of such orders, which are to be issued for the exact sum of the deposit in each case, less exchange, if any, on cheque, no limit of amount being imposed in respect thereof. The letters "O.H.M.S." must be written in the Commission column as an explanation of the omission of a commission charge.

PREPARATION OF BONDS.

368. A bond is required in the case of any service the subsidy of which is of an annual value over £50. The following