

account for the postage due on such matter is to be rendered by the Postmaster, and the amount due paid by means of "Official" stamps or cash. (For "Official" stamps see Rules 405-412.)

**429.** Unpaid or short-paid official letters, &c., addressed to Government Departments are to be surcharged the actual deficiency without fine. Such matter is to be delivered on an acknowledgment of the sum due on a form provided for the purpose, and the amount subsequently claimed by the Post Office.

**430.** Letters from the Post and Telegraph Department to private persons are to be stamped "Official, paid," and no account kept. Letters on the Department's business, sent by or to controlling officers are to be sent free. The Department's telegrams of all codes are to be sent free. Correspondence from the Department to another Department to be sent free as "Official, paid."

**431.** Government Departments authorized under section 8 of the Official Postage Regulations to issue printed envelopes must have the words "Postage payable on Delivery" superscribed in place of "Official, paid"; and Chief Postmasters will be good enough to report any case in which a superscription other than the one first-named appears. Officers must give strict attention to charging at the point of delivery mail-matter posted under those regulations.

**432.** The "Official, paid" stamp is on no account to be used except for official correspondence.

**433.** Certain official correspondence for Cape of Good Hope may be stamped "Official, paid."

**434.** Postage on all correspondence addressed to Postmasters in connection with the private business of the writers must be prepaid in stamps, except such as is specially exempt. Correspondence so addressed and not prepaid is to be charged double the deficient postage, and the amount collected from the senders.

**435.** Packets for transmission inland through the post on public service must not exceed 2 ft. in length, 1 ft. in width or depth, or 25 lb. in weight; but maps in tin cases, if not exceeding 3 ft. in length, may be accepted.

**436.** Postage must be paid on premiums collected by Postmasters for the Government Insurance Department, and remitted by post to District Agents.

**437.** The Postal Union rules require that all official correspondence for foreign countries, except that on postal business, must be prepaid. Correspondence inadvertently posted in contravention of this rule must be surcharged and forwarded, or the sender, if known, requested to prepay it. Newspapers addressed to the Royal Colonial Institute, London, are to be marked "Official, paid."

**438.** Letters, ordinary or registered, posted by or to the public, which are permitted to pass free under any Act of Parliament must be marked "Official, paid," at the office of posting.

**439.** In lieu of prepayment of letters and telegrams by adhesive "Official" stamps, the postage may be indicated by an imprint made by any automatic stamping and recording machine which shall be approved by the Postmaster-General. The use of such machines shall also be subject to such conditions as the Postmaster-General may prescribe in each case.

#### LETTERS AND MAILS.

##### GENERAL.

**440.** Postage-stamps should be affixed to postal packets near the address on the right-hand upper side. It is not forbidden to attach postage-stamps to the reverse side of letters and post-cards, or elsewhere than on the right-hand upper corner of the address side, but the public should not be informed of this.