

ments forthwith, a report must be made to the Secretary. Chief Postmasters will also take steps to assure themselves that the titles of newspapers as given in the Newspaper List are literally correct, and to report cases of difference to the Secretary without delay.

462. Chief Postmasters must report to the Secretary all changes in the publication of newspapers in their districts; and, for the purpose of enabling Chief Postmasters to make their monthly report on the List of Registered Newspapers, Postmasters in their districts at places where newspapers are published should furnish quarterly a certificate of check of the list.

463. The consent in writing of both the outgoing and the incoming proprietor or publisher of a newspaper must be obtained before advice is sent to the Secretary that a change is required to be made in the name of the proprietor or publisher of a newspaper registered at the General Post Office.

464. The list of libraries, reading-rooms, &c., entitled to receive newspapers free through the post is issued from time to time. Advice must be sent to the Secretary of the names of any such institutions which may have ceased to exist. Postmasters should bear in mind that all newspapers sent free through the post to reading-rooms are so sent only on condition that they are exposed for the perusal of the general public without charge. Any instance in which it comes under notice that this condition is infringed should be reported to the Chief Postmaster, and by him to the Secretary.

465. Lightkeepers generally (not principal keepers only) have the privilege of receiving newspapers free through the post. Unless such newspapers are addressed to the addressees in their official capacity as Principal Keeper, First Assistant Keeper, and so on, they must be charged for postage.

466. When newspapers, published in New Zealand and posted from newspaper offices, are not delivered within a month, the publishers must be informed, and, if applied for, the newspapers may be returned direct to the sender. This instruction also applies to the *Government Gazette*.

467. No newspapers may pass unstamped through the post except those indicated in the Guide and in Rule 468.

468. Newspapers may be posted unstamped by newspaper-proprietors or distributing agents, subject to the observance of the following conditions, viz. :—

(1.) Application addressed to the Chief Accountant, G.P.O., for authority to post newspapers unstamped must be forwarded through the Chief Postmaster of the district by the publisher or distributing agent of the newspaper in respect of which the concession is applied for. Such authority will apply to newspapers addressed to places within New Zealand only. The postage on newspapers for places beyond New Zealand must be affixed in stamps prior to their being posted. The minimum period for which an authority will be issued is six calendar months. The minimum number of newspapers that will be received at any one posting is 100.

(2.) Newspapers subject to this arrangement must be presented at the post-office from which they are to be despatched, accompanied by a certificate in the prescribed form (Acct. 396). They must be tied in bundles or enclosed in a bag or other receptacle, the number of papers contained therein being clearly indicated in each case, so that they may be readily counted before distribution.

(3.) A record must be kept at the office at which the papers are posted, showing the date of posting, number posted, rate of postage, and total amount of postage chargeable thereon.

(4.) An account (on form Acct. 397) must be rendered immediately after the end of each accounting period—viz., on the 8th,