

made in the event of the rightful owner making a claim. Open postal notes are to be treated as negotiable property and returned to the finder if found in the public portion of an office or in the street, but postal notes made payable or crossed, wherever found, are to be retained in the Dead Letter Office.

27. All unclaimed property in the Dead Letter Office is to be dealt with as follows:—

Description of Property.	Time to be kept.	How to be disposed of.
Bank-notes, coin, stamps, &c.	One clear year ..	To be listed and paid into Post Office Account as postal revenue.
Cheques and drafts, &c. ..	One clear year ..	To be burnt, if after full inquiry they are found not to be negotiable.
Jewellery .. .. .	Ten years.	To be sold by public auction after approval by the Postmaster-General.
Samples, books, ribbons, laces, and other articles or materials of clothing if of intrinsic value	One clear year ..	To be sold by public auction after approval by the Postmaster-General.
Postal articles without address	One clear year ..	To be sold by public auction, or otherwise disposed of as directed by the Postmaster-General.
Newspapers and packets of pamphlets without intrinsic value	Not kept ..	If illustrated or of interest, to be distributed amongst charitable institutions in the Dominion; otherwise to be destroyed.

#### TRACING NOTICES.

28. Unclaimed packets or parcels posted in New Zealand which do not contain the address of the sender are to be specially sent with a memorandum to the Chief Postmaster of the district in which they were posted, with the object of the sender being traced and the packets or parcels restored. The addresses and contents of all such packets or parcels are to be entered in a book provided for the purpose, and on return of the memorandum an entry is to be made in this book showing whether the packet or parcel has been delivered, and the date, or whether put away with other unclaimed property.

29. Articles without address found at post-offices throughout New Zealand are to be entered on lists provided for the purpose (P.O. 69), one copy of which is to be forwarded to the Dead Letter Office. These lists are to be consulted when any inquiry is made for missing articles. If not delivered in the meantime, the relative articles shall be forwarded to the Dead Letter Office at the expiration of one month.

#### NEWSPAPERS.

30. Newspapers, whether unclaimed, refused, or detained for postage, are not to be kept in the Dead Letter Office. The covers are at once to be destroyed. Illustrated papers are to be placed aside until a sufficient number has been accumulated to be distributed amongst the charitable institutions in New Zealand. The unillustrated papers are to be destroyed. In exceptional cases of bundles of newspapers bearing the address of the sender, they are to be returned to the sender if within New Zealand, and to the Dead Letter Office of the country of origin in the case of those originating beyond New Zealand.

#### SCHEDULE.

##### FOREIGN MAILS TO BE MADE UP AT DEAD LETTER OFFICE.

Office of Destination.	Country.	Route via	Frequency.	Re-marks.
Adelaide ..	S. Australia ..	Direct ..	Weekly ..	
Alexandria ..	Egypt ..	Australia ..	Fortnightly ..	
Apia ..	Samoa ..	Auckland ..	Fortnightly ..	
Bombay ..	India ..	Australia ..	Fortnightly ..	
Brisbane ..	Queensland ..	Direct ..	Weekly ..	
Buenos Aires ..	Argentine ..	Direct ..	Fortnightly ..	
Cape Town ..	S. Africa ..	Australia ..	Fortnightly ..	
Colombo ..	Ceylon ..	Australia ..	Fortnightly ..	
Hobart ..	Tasmania ..	Australia ..	Weekly ..	
Hong Kong ..	China ..	Australia ..	Fortnightly ..	
Honolulu ..	Hawaii ..	Auckland ..	Monthly ..	
London ..	United Kingdom ..	San F., Vancouver, and Suez	Weekly ..	
Mauritius ..	..	Australia ..	Fortnightly ..	
Melbourne ..	Victoria ..	Direct ..	Weekly ..	
Monte Video ..	Uruguay ..	Direct ..	Fortnightly ..	
Nukualofa ..	Tonga ..	Auckland ..	Fortnightly ..	
Ottawa ..	Canada ..	Vancouver and San F.	Fortnightly ..	
Papeete ..	Tahiti ..	Direct or Ak. ..	Fortnightly ..	
Perth ..	W. Australia ..	Direct ..	Weekly ..	
Rio de Janeiro ..	Brazil ..	Direct ..	Fortnightly ..	
Singapore ..	S. Settlements ..	Australia ..	Fortnightly ..	
Suva ..	Fiji ..	Auckland ..	Fortnightly ..	
Sydney ..	New South Wales ..	Direct ..	Weekly ..	
Tokio ..	Japan ..	Australia ..	Fortnightly ..	
Washington ..	U.S.A. ..	San F. and Vancouver	Fortnightly ..	
Manila ..	Philippine Is. ..	Australia ..	Fortnightly ..	

And to other foreign offices as circumstances may render necessary.

J. F. ANDREWS,  
Clerk of the Executive Council.