

Secretary. Care should be taken to see that franked parcels are described as such on the certificates of notice of transfer which accompany them to office of destination. The parcel-franking notice-forms should, when completed, be sent to the Secretary, pinned to the duplicate of the parcel-bill in which the respective parcels are advised. The parcels themselves are to be sent to destination for delivery free of charge. The franking-notice forms will be forwarded by the Secretary to the offices despatching parcel-mails to London, the Australian States, the Union of South Africa, and Rhodesia entered in detail on special parcel-bills, which the despatching offices will incorporate in the last sheet of the ordinary parcel-mail, inserting the amount claimed in the column provided.

(b.) When the Customs duty upon a franked parcel cannot be assessed pending the production of the invoice, and it is found necessary to transfer the parcel to an office in another district, the word "Franked" should appear in the notice of transferred parcels. The franking-notice is to accompany the parcel. When a franked parcel upon which the Customs duty has been assessed is transferred to an office in another district, the word "Free" should appear in the money column on the back of the notice of transferred parcels.

(c.) When parcels superscribed or labelled "Free of charge" are received in the Dominion without a franking-notice, a duplicate should be made out on the New Zealand form, which will be supplied to offices receiving English parcel-mails, and the irregularity reported to the Secretary by verification note.

TRADE-CHARGE PARCELS.

690. A system is in operation whereby the trade charge or value of parcels despatched to or from the United Kingdom may be collected from the addressee. The system is in effect one providing for payment of cash on delivery, and applies only to parcels *to or from the United Kingdom* and (as regards accounting), in New Zealand, to or from a money-order office. Parcels posted at, or for delivery at, a post-office in New Zealand which is not a money-order office must pass through the nearest money-order office in charge of a permanent officer, who will be held responsible for the collection of the appropriate charges and completion of other formalities. The general regulations governing the transmission of trade-charge parcels will be found in the Guide.

Parcels from New Zealand to the United Kingdom.

691. The sender must fill in the request form (P.P. 21) and attach thereto the posting fee, which must be cancelled by the receiving officer. Stamps for the trade-charge fee of 2½d. for each £1 of value must be affixed to the parcel and cancelled. A red label (P.P. 22) bearing the word "Remboursement" must be affixed to the address side of the parcel. The request form and trade-charge money-order (Acct. 17) must be forwarded with the parcel to the office despatching parcels to London. At such despatching office particulars of the parcel are to be entered on the insured portion of the parcel-bill, and the amount of the charge entered in the "Remarks" column against the relative entry, thus: "Trade charge, £5." The trade-charge money-order must be forwarded to London attached to the front sheet of the parcel-bill and the request form attached to the copy of the parcel-bill forwarded to the Secretary.

Upon receipt of a trade-charge money-order from London authorizing payment to the sender of a parcel, particulars will be