

bers of previous papers are to be quoted in cases in which special consideration is to be given. Where no tender has been received for any service, form Mail 71 is to be furnished, with a report thereon of any action that is being taken to provide for the service. After the Chief Postmaster has made his recommendations, the schedules, together with the tenders and sketch-maps, are to be despatched under registered cover to the Secretary. Sketch-maps are to be drawn approximately to scale, and are to show any adjacent or connecting services.

275. On receipt of the list of accepted tenders, and when all services have been settled, the Chief Postmaster will forward to the Secretary, on form Mail 65, a full schedule of all mail-services in his district for the ensuing contract period. The numbers previously allotted to services are to be disregarded, and the services placed in alphabetical order as before and renumbered in each separate Part. The schedules will be prepared at the General Post Office for the printer, and a proof forwarded to Chief Postmasters for check and certificate of correctness. The proof—which will form part of a printed list, to be widely published, 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.

DEPOSITS WITH TENDERS FOR MAIL-SERVICES.

276. (a.) 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.
- (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./M.S." must be written in the "Commission" column as an explanation of the non-charging of commission on such orders.

- (4.) The orders returned to 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. In respect of the deposit made by the successful tenderer, the amount is not to be returned until a bond has been executed.

(b.) Deposits received with mail-service tenders must, when remitted in any other form than by cheque endorsed by a bank or a 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. In the case of cheques endorsed by banks, the endorsement must hold good until the completion of the necessary bonds; otherwise the cheques must be converted in the ordinary way. No commission will be chargeable in respect of such money-orders, which are to be issued for the exact sum