

SNOW AND MAIL RULES ANTICIPATE CHRISTMAS

Postmaster Adams Receives Instructions Telling Public How to Mail Packages

The snow storm Tuesday, the really first one of the winter, and the receipt this week by Elmer E. Adams, postmaster at Winnetka, of a notice for the public relative to the preparation of mail for the approaching holiday season, is all reminding that Christmas is just in the offing and will very soon be here.

The postoffice department, in its official summarizing of the approaching season, and particularly as relating to the mails, says:

"Christmas mail is fraught with sentimental value. To give its full measure of happiness and cheer it should be carefully prepared and reach the addressee in time to be in keeping with the purpose for which it is sent. To this end the co-operation of mailers is necessary and should be earnestly sought and developed in connection with arrangements to care for the heavy mail during the approaching holiday season. Patrons should be especially urged to observe the conditions enumerated below, because compliance therewith will facilitate and expedite the treatment of their mail and thus contribute to the pleasure and satisfaction of all concerned.

"Prepay postage fully on all mail matter.

"Address all matter plainly and completely in ink, giving street addresses or box or rural route number whenever possible. Place sender's return card in upper left corner of address side. Tags should not be used unless necessary, in which case a copy of the address and return card should be placed inside the parcel for identification if the tag is lost.

"Pack articles carefully in strong,

durable containers. Wrap parcels securely, but do not seal them except when bearing a printed label or indorsement reading: 'Contents: Merchandise. Postmaster: This parcel may be opened for postal inspection if necessary,' together with name and address of sender, as sealed parcels not so labeled or indorsed in printing are subject to postage at the letter rate.

"Parcels may not exceed eighty-four inches in length and girth combined nor weigh more than seventy pounds if for delivery within the first, second or third zone, or fifty pounds in any other zone.

"Parcels may be marked, 'Do not open until Christmas,' this being permitted in order to encourage early mailing.

"Written greetings such as 'Merry Christmas,' 'Happy New Year,' 'With Best Wishes,' and names, numbers, or symbols for the purpose of description may be inclosed with third or fourth class (parcel post) mail. Books may bear similar dedicatory inscriptions not of a personal nature. Other written additions subject parcels to letter postage.

"Do not enclose letters in parcels, as doing so would subject entire parcels to letter postage. Communications prepaid at the first class rate may be sent with parcels prepaid at the third or fourth class rate by securely attaching the envelopes containing the

letters or other written matter to the outside of the parcels.

"Christmas seals or stickers should not be placed on the address side of mail.

"Valuable parcels should be insured.

"Uninsured parcels eight ounces or less in weight may be mailed in street letter or package boxes, at all classified stations and branches, and at such numbered stations as are designated to receive parcels. Parcels weighing over eight ounces cannot be mailed in street boxes, but must be taken to the

main post office or classified station or branch. Parcels containing meat, food products, cut flowers or other perishable matter should be mailed only at the main post office or one of the large classified stations."

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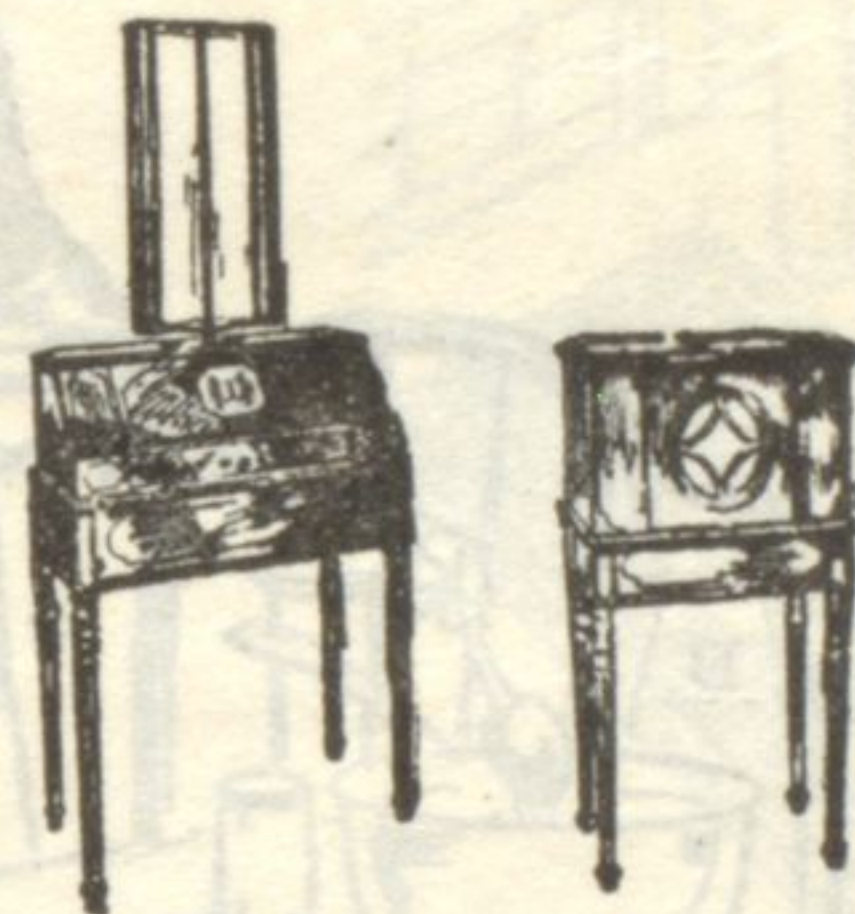
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