

11-17-1884

This Order must be sent to "The SUPERINTENDENT DIVISION OF P. O. SUPPLIES, P. O. Department, Washington, D. C."

(1558.—SERIES OF OCT. 15, 1877.)

In all communications to this Office be careful to give the name of your Office, County, and State.

Post Office at *Maple Grove*
County of *Oneida*
State of *Maine* Nov. 17, 1884.

ATTENTION.—State here gross receipts of last quarter.....\$ *4.64*

FIRST ASSISTANT POSTMASTER GENERAL.

SIR: Please forward, for the use of this Office, the following blanks:

-(1090—K. D.) Quarterly Statement of Key Deposit Fund.
-(1091—K. D.) Receipt of Postmaster for deposit.
-(1092—K. D.) Receipt of Box-renter for Refundment.
-(1507) Notice of Box Rent Due.
-(1516) Circular to Postmaster concerning Lost Letter.
-(1517) Circular Reply of Postmaster to same.
-(1518) Circular Reply to Person inquiring for Lost Letter.
-(1519) Affidavit in reference to Lost Letter.
-(1520) Reply to request to forward Letters.
-(1521) Application to Third Assistant Postmaster General for Dead Letter.
-(1522½) List of Unmailable Letters.
-(1523) Dead-Letter Bill—monthly.
-(1525) Notice to apply for Registered Letter.
-(1526) Voucher.
-(1528) Notice to Publisher to discontinue sending Publication.
-(1536) Circular for Tracing Lost Registered Packages.
-(1538) Box Rent Receipts.
-(1543) Card Notice—"Held for Postage."
- H*.....(1558) This Requisition for Blanks.
-(3044) For Transmittal of Deposits.

THIS BLANK TO BE USED BY FOURTH-CLASS OFFICES ONLY.

Orders for articles furnished by the different branches of the P. O. Department should not be combined in the same letter.
The Division of P. O. Supplies at Washington City furnishes—
1. Blanks, wrapping-paper, and twine.
2. Marking and rating stamps, to offices entitled thereto by the rules.
3. Letter balances.
The INSPECTION OFFICE furnishes monthly registers of the arrival and departure of the mails, and Route Agents' receipts for mail-bags.
The FINANCE OFFICE furnishes postage stamps, and stamped envelopes, registered package envelopes, and official envelopes.
The CONTRACT OFFICE furnishes mail-bags, locks, and keys.

Read carefully.

By Gross Receipts is meant Compensation of P. M. and Balance due U. S.

4 (3201) Order to the Department for Postage Stamps.
 (3202) Order to the Department for Request Envelopes.
 (3203) Requisition for Newspaper Stamps.
6 (3235) Quarterly Statement of Postage collected on Newspapers, &c.
 (3848) Quarterly Report of Registered Letters Transmitted.
 (3282) Requisition for Free Post Office Envelopes.
 (3285) Requisition for Postage-Due Stamps.
 (3856) Registry Circular of Inquiry.
6 (1555) Sheets Transcript, (fourth-class.)
6 (1557) Sheets Accounts-Current, (fourth-class.)
 (1547) Books Registered Letters Received and Delivered.
 (1548) Registered Return Receipt Cards.
 (1549) Books Receipts for Registered Letters Dispatched.
 (1550) Registered Letter Card Bills.
1 (1553) Books Registered Matter in Transit.
100 (1556) Receipt for Registered Packages.
 Reams Wrapping Paper.
 Quires Wrapping Paper.
 Pounds of Small Twine.
 Pounds of Coarse Hemp Twine.

Respectfully,

A. J. Richards
 Postmaster.