

POST OFFICE HANDBOOK,
JAMAICA,
1919.

REGISTRATION (Foreign).

If it is proved to his satisfaction that a letter or packet duly admitted to Registration has been entirely lost whilst in his custody the Postmaster undertakes to pay an indemnity of 50 francs (£2), except in cases beyond control (e.g., tempest, shipwreck, earthquake and war). No compensation, however, is payable except in the case of the loss of the entire letter or packet; and no claim will be admitted if made more than a year after the letter or packet was posted.

The Postal Administrations of all countries and colonies included in the Postal Union give the same undertaking in respect of registered letters or packets lost whilst in their custody.

If it is desired to obtain compensation in the case of abstraction of contents of a letter, or to provide for a higher maximum than 50 francs, recourse must be had to the Insurance system.

The fee chargeable for Registration to places abroad is 2d.

Conditions of Registration.

No postal packet addressed to initials or in pencil is admitted to Registration.

Every letter presented for Registration must be enclosed in a strong envelope securely fastened, preferably in one of the Registration envelopes sold by the P.O.

No packet marked on the outside with the declared value of the contents, as required in the case of insurance, may be sent to a country of the Postal Union by registered post, and Postmasters are instructed to refuse packets so marked which are presented for Registration.

Registered packets must be prepaid as regards both postage and registration fee.

Packets to be registered must be given to an Officer of the Post Office, and a receipt obtained for them; they must on no account be dropped into a Letter Box.

Advice of Delivery.

The sender of registered or insured correspondence addressed to any Foreign Country or British Colony in the Postal Union, may obtain an acknowledgment of its receipt by the addressee on payment of an extra fee of 2d., in addition to other fees.

INSURANCE—Letters.

Letters tendered for insurance will be accepted by the Post Office on payment of the fee and subject to the conditions stated below:—

Fee—6d. for every £12 of value in addition to the postage and registration fee.

As few stamps as possible should be used to prepay the postage and insurance fee, and the stamps must not be folded over the edge of the cover. When more stamps than one are used they must be affixed with spaces between them.

A LETTER is the only article of mail matter which will be accepted for insurance. Post Cards, Printed Papers, Commercial Papers or Sample Packets will not be accepted.

Letters containing coin, anything made of gold or silver, precious stones, jewellery, or any article liable to Customs duty in the country of destination cannot be insured. Objects of value which cannot be sent in insured letters may generally be sent in insured parcels, (see pp. 32, 33).

The insurance system is specially applicable to letters which contain bank-notes, coupons, securities, bonds and other documents of the kind.

A letter tendered for insurance must not be addressed to initials, or in pencil and it must be enclosed in a strong cover, and be securely fastened and sealed with fine wax in such a way that it cannot be opened without leaving traces of violation. Envelopes with

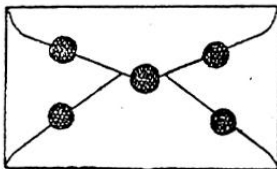
* Coin, gold, silver, &c., may be sent by registered mail to the following places: Ascension, Australia, Barbados, Canada, Canal Zone, Cape of Good Hope, Cuba, Gibraltar, Grenada, Guatemala, Malta, New Zealand, South Africa, (British), United Kingdom, United States of America and possessions of U. S.

black or coloured borders must not be used. Seals must be placed over each flap, or seam, of the cover of a packet; and if the packet is tied round with string or tape, a seal must be placed on the ends where they are tied. All the seals must be of the same kind of wax, and must bear distinct impressions of the same private device. Coins must not be used for sealing; and the device of the seal must not consist merely of straight, crossed, or curved lines which can be imitated readily.

The onus of properly enclosing and sealing the letter lies upon the sender, and the Post Office does not assume liability for loss arising from the defects of the cover or the seals, which may not be observed at the time of posting.

The amount for which a letter is insured must not exceed its actual value, and must be written by the sender both in words and in figures at the top of the address side of the cover, thus:—"Insured for £12, (Twelve Pounds)" or whatever the amount may be.

Alteration or erasure of the inscription will not be allowed, if a mistake be made the entry must be completely struck out and a new entry made by the sender. The seals on an ordinary envelope of an insured letter must be placed as shown below:—



Letters which do not fulfil the foregoing conditions will not be accepted for insurance. Insured letters will have all the safeguards of the Registration system, and a certificate of posting must always be obtained by the sender of an insured letter. An acknowledgment of receipt of the delivery may also be obtained under the same conditions as those applicable to Registered letters, *i.e.*, on payment of a further fee of 2d.

Compensation for the loss in the post of a letter, or of its contents, will not exceed the amount of the actual loss, and will not be paid at all for a letter containing any prohibited article, or for any letter which has been delivered without external trace of injury and has been accepted without remark by the addressee.

Claim for compensation will not be entertained if made more than a year after the date of posting of the letter.

Legal liability to give compensation in respect of any letter for which an insurance fee has been paid will not attach to the Postmaster for Jamaica either personally, or in his official capacity. The final decision upon all questions of compensation rests with the postal administration of the country in which the loss has taken place.

Insured letters will only be forwarded by steamers going direct.

For list of countries to which letters may be insured and the limit of insurance, see Table pp. 39 to 46.