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THE

## UNITED STATES POSTAL MONEY-ORDER SYSTEM

A survey of the system for the purpose of ascertaining its condition and ${ }^{\text {distancing its efficiency and }}$ economical administration, conducted by a Departmental Committee under the direction of

ALBERT S. BURLESON, Postmaster General


Washington, D. C.
191.


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## THE

## UNITED STATES POSTAL MONEY-ORDER SYSTEM

A survey of the system for the purpose of ascertaining its condition and advancing its efficiency and economical administration, conducted by a Departmental Committee under the direction of

ALBERT S. BURLESON, Postmaster General


A. 354730

## LETTER OF TRANSMITTAL.

> Post Office Department, Office of the Third Assistant Postmaster Generil, Washington, D. C., October $25,1915$.

Sil:
The undersigned, members of a committee appointed by you to make a survey of the postal money-order system for the purpose of ascertaining its condition and advancing its efficiency and economical administration, have the honor to transmit herewith an interlocutory report embodying their findings with respect to the condition of the system. As the data presented is of a character that may be used currently for reference purposes, it is recommended that the report be printed.

Recommendations having for their purpose the advancement of the efficiency and economical administration of the system will be made in subsequent reports.

Respectfully,
A. M. Dockery, Third Assistant Postmaster General.

Chas. A. Kram, Auditor for the Post Office Department.

Charles E. Matthews, Superintendent, Division of Money Orders.

Lewis M. Bartlett, Experl Accountant, Office of the Auditor for the Post Office Department.

Charles H., Fullaway. Assistant Director, Division of Postal Savings.

To Hon. Albert S. Burleson, Postmaster General.

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# THE UNITED STATES POSTAL MONEYORDER SYSTEM. 

The reasons for and extent of the survey.-In the development of the money-order service it frequently has been necessary to consider ways' and means for the advancement of its efficiency and economical administration. From time to time, also, there have been brought to the attention of the Department proposals with the same ends in view. Such proposals principally have been made in the form of communications addressed to the Department; others have been made through the medium "of the "public press in discussions on postal affairs, economics, and the social sciences generally. Practically all of them have been made in good faith and with altruistic motives. Some, however, amount to nothing more than criticisms of existing methods, or are of a character altogether impracticable and visionary.

In dealing with such matters the officers of the Department frequently have been embarrassed by the lack of complete, correlated and detailed information concerning the operations and condition of the system, particularly in form that could be used as a ground for induction or inference. The principal numerical facts with respect to the operations of the system are contained in the accounts of postmasters. Under the law these do not come to the administrative office of the system but are sent direct to the Auditor for the Post Office Department, the officer of the Treasury who is charged with the examination and settlement of them. The duties of the Auditor do not contemplate the gathering and classification of data purely for administrative or statistical purposes. Moreover, the money-order service is administered as a part of the postal establishment and the cost of maintaining it is not separately stated in the financial reports of the Auditor for the Post Office Department, because with few exceptions those employed on money-order business are not separately appropriated for by Congress.

These conditions have given rise to the necessity for assembling, in form convenient for reference purposes, all ascertainable facts relating directly or indirectly to money-order affairs for use not only in dealing intelligently with the present needs of the service but also to serve as the basis for the maintenance of a current record. The present surviey was undertaken for these reasons.

The scope of the committee's findings and recommendations.-The survey covers the history of the service from its establishment in 1864
to the present time, its purpose, organization, and methods of pro-
 transactions, the cost of and returns from operation, the unit cost for various processes, a summary of the replies of postmasters to inquiries concerning proposed and possible improvements in the service, references to statutes governing the service, reference to conventions with foreign governments for the exchange of money orders, notes" on the money-order systems of foreign countries, and a list of references to books, periodicals, etc., relating to the money-order service.

The committee will consider these data for the purpose of making such constructive recommendations for the advancement of the efficiency and economical administration of the service as may appear to be necessary.

The organization units covered.-The survey covers the procedure and transactions incident to the conduct of money-order business at all classes of post offices and at the central administrative office and the office of the Auditor for the Post Office Department in Washington. 'The data relating to the third and fourth class post offices is not presented with the same detail as is that relating to other post offices, since the issue of money orders at the former offices is on a commission basis, postmasters receiving a flat rate of three cents for each order issued irrespective of kind or amount.

Dates for which statistics are presented.-Practically all statistics presented are for the fiscal year ended June 30, 1914, thus facilitating comparison with the transactions of other years.

## HISTORICAL.

Usefulness of the service.-When the President'approved on May 17, 1864, the act of Congress which gave to the United States a postal money-order service, the foundation was laid for a project which has come to fill a necessary place in the affairs of the people. Designed "to promote public convenience, and to insure greater security in the transfer of money through the United States mails," the system in the course of its existence has been of immense benefit to the people and has been used for manifold purposes.

Aside from the ordinary service which it renders the citizen by affording him the practical result of a checking account in making purchases and settling financial obligations by mail, the money-order service has been and is, now used by our foreign-born population to send money to relatives and to the postal-savings banks in their own countries. Many persons in the past have found the money-order system a convenience for the temporary deposit of funds for safekeeping by having the order drawn on the office of issue and in their own names. The establishment of a postal-savings system in this
country, however, served to reduce the amount of money sent to postal-savings banks abroad and to curtail the use of the money-order service for savings purposes.

For a number of years following the close of the Civil War, the Government itself was a patron of the system. Money orders amounting to many thousands of dollars annually were issued on the application of the War Department for the payment of claims for bounty and back pay due by the United States to colored soldiers for services during the war, the organization of the money-order service rendering valuable assistance in insuring the proper payment of the claims.

One of the means provided by the act approved June 13, 1898, to meet expenditures caused by the Spanish War was the collection of a tax of two cents on each domestic order issued. The collections began on July 1, 1898, and ceased June 30, 1901, by repeal of the law. During this period the system collected for and paid to the Internal Revenue service $\$ 1,931,481.94$, without any expense whatever to the Treasury Department and with practically none to the Post Office Department.

Establishment of the service.-Notwithstanding the fact that England had been successfully operating a money-order system since the year 1839, the need for such a facility in this country does not appear to have been recognized until about 1857. On January 31 of that year, Postmaster General Campbell furnished the chairman of the Committee on the Post Office and Post Roads, in the House of Representatives, upon his request, the outline of a plan for a money-order system such as might be put in operation in this country, but no action appears to have been taken in the matter. In the annual report of the Department dated December 1, 1857, it was stated that the adoption of some method for the more convenient and safe remittance of small sums of money through the mails by means of orders had been frequently urged as a matter worthy of attention. The first definite recommendation made by the Department, however, appeared in the annual report for 1862. Postmaster General Blair in setting forth therein reasons for the exclusion as far as practicable of money from the mails recommended the adoption of a money-order system as one of the remedies for the evils resulting from the common practice of enclosing currency in letters. He said:

Great efforts have been made to glve sccurity to the mails. New and improved locks have been put into servlce; a stricter surveillance has been exerclsed over the affalrs and agents of this Department; negllgence has been punished and diligence rewarded: and the results in promoting energy and vigilance bave been satisfactory. But the malls despite the very general watchiulness and fidelity on the part of the employees of this Department continue to be suhject to depredations.

The means of conveyance are fully adequate to the primary object of the mall service, the mere transmission of intelifgence. IThis Department could not make use of strong boxes nor adopt measures to flx accountabillty upon each of the maltlude of agents employed in the buslness, such as are resorted to by the carriers of mercbandise and money without sacrificing the expeditlon required of a carrier of intelingence and at the same time greatly increasing the expenses necessaxy to the proper management of the latter buslness. For this reason the malls have always been and must continue to be an unsafe medium for the conveyance of money letters. The money contalned ln the malls creates the temptations to the robberies commltted and is moreover the chief cause of the loss of letters whlch do not contaln money.

No action having been taken upon the recommendation, it was renewed in the annual report of the Department for 1863, Postmaster General Blair expressing the opinion that such a system "would not only prove a great convenience to civilians and soldiers, but would almost entirely obviate the loss of many letters, the great majority of which enclose small remittances."

The money-order service was finally authorized by Congress in the act approved May 17, 1864, and on: November 1 of that year the system was put into operation. Postmasters had been informed of the procedure to be followed in handling the new postal facility by means of a pamphlet entitled "General Principles and Instructions to Postmasters," which was issued by the Department on October 1, 1864. The service was inaugurated at 141 offices which had been designated by the Postmaster General in accordance with the authority conferred upon him by the money-order act. In making the selection of the new-fledged money-order offices, it was deemed expedient to designate first the larger post offices and then to extend the service to others as rapidly as possible. This method resulted in a register of 419 offices equipped for the transaction of money-order business at the end of the first year of operation.

Measures were early taken to extend the service to the army, and the fact that money orders to the amount of $\$ 403,776.80$ were drawn at the great centers of military operations during the first eight months of the system's existencel is evidence of the extensive use to which it was put by the soldiers in sending money to their families and friends.

Personnel.-The ceutral office of the money-order system from the establishment of the service to August 1, 1891, was conducted as an independent bureau of the Post Office Department. On this date it was made a division in the Office of the First Assistant Postmaster General. The organic act provided for the appointment by the Postmaster General of a superintendent and three clerks to care for the administrative work in the Department. Dr. C. F. Macdonald, often called the "father of the money-order system," was appointed as its superintendent and served in that capacity until July 7, 1893. The Secretary of the Treasury was authorized to appoint from time to time in the office of the Auditor of the Treasury for the Post Office Department such clerks, not to exceed six, as might be necessary to handle the additional work created by the money-order service. For the purpose of transäcting business in the post offices, the Postmaster General was authorized to appoint additional clerks where necessary, the compensation of whom was to be paid out of the proceeds of the money-order business. On December 1, 1905, the Division of Money Orders was transferred from the office of the First Assistant to that of the Third Assistant Postmaster General, with which bureau it is
still connected. To kecp pace with the steady growth of the system, and the extension from time to time of the scope of its operations, the personnel of the Division of Money Orders has been gradually increased until at the date of this report it consists of $56^{\circ}$ employees, including a superintendent and a chief clerk.

The money-order form.-The safety of the money order has always been an important question in the administration of the system. The money-order service having been established expressly to transmit money with absolute security to the remitter, it is obvious that all possible means had to be taken to safeguard the Government, to whose shoulders the liability was transferred. In devising the first moneyorder form, it was believed that this protection was best afforded by means of an order which omitted the name of the payee, this information being supplied through the medium of an advice or notification which was sent by the issuing postmaster to the postmaster on whom the order was drawn. Thus, when the order was presented to him, the paying postmaster would have the name of the payee and the particulars of the order before him,' which naturally was an important factor in insuring proper payment.

This form fulfilled the requirements of safety and remained in use without sibstantial change until September, 1893 , when the wording was modified to provide for the insertion of the name of the payee. The old order, while affording security, had been found to be open to the objections that the holder was often in doubt as to the proper method of's signing it and the indorsee had no means of knowing whether or not the person from whom he accepted an order was the true owner. The new form provided a remedy for these defects and the orders were more readily accepted by banks and merchants.

A few months later, however, a radical change, was made in the order. In the act approved January 27, 1894, Congress withdrew the discretionary power of devising the money-order form which had been vested in the Postmaster General by the organic act and prescribed a form with a coupon and a marginal section to designate the amount of the order. The new form was designed to facilitate the checking of accounts of issuing postmasters in the Auditor's Office. Shortly after the passage of the act work was hegun on the revised money order and books of the new form were furnished to all moneyorder offices prior to July 1, 1894, the date on which the law took effect. The following extract from the annual report of the First Assistant Postmaster General, dated November 28, 1898, after the new form had been in use for over four years, recites some of the experiences encountered:

[^0]absolutely compelled the Department to modify the methods which it was supposed might be followed and ohlged the Auditor to subsequentiy practically discontinue the use of the coupon for checking purposes. The form is wholly unsatlefactory, is unpopular with the public, falls to meet the expectation of the Department and costs double the amount which should be expended for that purpose.

It was accordingly recommended that the discretionary authority be restored to the Department so that a form might be devised which would be better adapted to the requirements of the system. "The exigency was met by Congress in section 5 of the Act approved March 1, 1899, wherein it" was provided that "the Postmaster General shall prescribe the forms for the issue of money orders."

As a result of this revocation of the limitation upon the Department, a new form of money order of about the dimensions of a bank draft was devised, which made its appeal to public favor by means of its apparent simplicity, clearness, and adaptability. The advice or notification feature was retained, in conformity with section 4035 of the Rerised Statutes, and an auxiliary in the nature of a receipt to the remitter was added for the first time. The revised form was offered to the public on September 4, 1899, and at first appeared to meet "every expectation. It was not long, however, before it was found that the new order was exceedingly liable to alteration in amount, so many cases having been reported to the Department that the dependability of the postal money order as a negotiable instrument was seriously menaced. A remedy in the nature of a marginal check and the use of safety pqper was recommended by a committee appointed by the Postmaster General in 1904 "to devise a new money-order blank to enable the Department to guard against the alteration or raising of money orders," and commencing on November 15, 1905 , a money order conforming to the recommendations of the committee was gradually introduced into the service with successful results.

No substantial changes were again made in the form until 1910, when Congress made the use of an advice discretionary with the Postmaster General. The advice had clung to the money order throughout all the vicissitudes that had beset it during the forty-six years that the system had been in operation, but when it was found that this feature of the service was costing the Department about $\$ 500,000$ annually the advisability of discontinuing it received serious consideration, particularly so when it appeared that such a step would bring about no impairment of the service.

Commencing on August 4, 1910, therefore, a revised form was gradually introduced, the most distinctive feature of which was a detachable coupon to take the place of the advice. The coupon was a radical departure from the advice, however, because the fundamental purpose of the latter was to communicate identification data, privately to the paying postmaster to guard against fraud, whereas this information by its annexation to the order in the form of a coupon was
now placed in the hands of the purchaser and would eventually reach the office of payment through the payee of the order. Thus a postmaster. would have no knowledge of the fact that an order had been drawn on bis office until it was presented for payment. In spite of its wide deviation from the course that had always been followed, the innowation was successful from its introduction.

Perhaps no other change has so greatly enhanced the utility of the service as has the comparatively new feature of paying orders at any money-order post. office, an innovation conceived and urged by the present incumbent of the office of Third Assistant Postmaster General. The progress in this direction, however, can be traced from the time when it was found that the name of the payee might safely be placed on the order. The advice then was no longer the sole means. of information for the paying postmaster, for the order had taken over some of its prerogatives. Gradually dependence on the advice as a safeguard to the proper payment of the order became secondary to other precautions, and it was eventually discontinued. . When once the limitations imposed by the advice had been cast away, the new viewpoint brought as a matter of course a realization of the fact that there was no longer any great obstacle to the payment of orders at any money-order office. Since it was not the practice to send a notification to the paying postmaster that an order had been drawn on him, the necessity of confining the payment to a particular office ceased to exist, because, so far as information in regard to the identity of the payee and the authenticity of the order were concerned, all postmasters were on an equal footing. Accordingly; upon the recommendation of the Postmaster General, Congress sanctioned the innovation in a bill which was approved by the President on February 5, 1914, and a revised form payable within thirty days after issue at any moneyorder post office within the continental United States, Alaska excepted, if issued within the same geographical limits, was introduced on July 1, 1914. This form is in use at the present time:

A mount of money orders.-The act of Congress establishing the money-order system limited the amount for which a single order could be issued to a maximum of $\$ 30$ and a minimum of $\$ 1$. It was stated by Postmaster General William Dennison on November 2, 1864, the day following the opening of the service, that "The limit of $\$ 30$ is believed to be sufficiently large to include all that class of remittances now sent in money through the mails, but in exceptional cases more than one order can be procured." As a basis for this statement it was shown that the average amount contained in "money" letters received at the dead letter office during the fiscal years 1862, 1863 , and 1864, was $\$ 4.53, \$ 4.20$, and $\$ 5.18$, respectively: However, before the service had completed its first year of operation, experience showed that so many applicants desired to send larger amounts through the mail that the labor imposed by the necessity of .
writing several orders to cover the remittances handicapped the economical operation of the system. . This condition resulted in a recommendation to Congress by Postmaster General Denuison on November 15,1865 , for the increase of the maximum amount of orders to $\$ 50$, which was accepted in the act approved June 12, 1866. The present restriction on the amount fon which an order may be issued is $\$ 100$. The reasons; which led to this amount being fixed as the maximum were substantially the same as those already recited for increasing it from $\$ 30$ to $\$ 50$. The desirability of the present maximum was suggested as early at 1866, but it was not until March 3, 1883, that Congress authorized it.

Postal notes.-The withdrawal from circulation in 1875 of the fractional paper currency that had been in extensive use since the Civil War created a demand for a cheaper and more convenient means than that afforded by the money order then in use for transmitting very small sums of money through the mail. This demand was the progenitor of the postal note. For several years prior to 1883, when Congress authorized the adoption of ' the postal note, various methods were proposed for this purpose. England adopted a postal note without the customary advice about 1880 for use in transmitting amounts less than one pound sterling, but it was only after several years of investigation and deliberation in this country that administrative officials could see their way clear to sanction any form of order that did not contemplate the use of an advice. The Postmaster General recommended on November 13, 1880, that it would be well for the United States to observe the workings of the English system long enough to discover any defects, and suggested the adoption in the meantime of a scheme that had been proposed on October 27, 1880, by the Superintendent of the Money-Order System ; namely, the reduction of the money-order fee to 5 cents for amounts not exceeding $\$ 5$ and to extend the maximum amount of an order to $\$ 100$, so that the increased commissions received for large orders might offset the losses resulting from the reduced fee for small orders. In urging favorable consideration for his plán, the superintendent made the following statement:

[^1]Notwithstandiug these objections to the postal note, however, there came a change in the attitude of the Department about a year later. On November 7, 1881, a new form of order to be known as a "postal order" and to be issued at a cheaper rate without advice was proposed to Congress, but no decisive action was taken until March 3, 1883, when a postal note for use in transmitting amounts less than $\$ \%$ finally was authorized. They were first issued September 3, 188.9 .

The note was issued for a fee of 3 cents without a corresponding advice, and was payable to bearer at a money-order office selected and designated by the remitter, or at the office of issue. Experience later demonstrated, however, that if postal notes were made payable at any money-order office, it would facilitate their collection, besides relieving the Department of much traublesome correspondence caused by erroneous payments at one money-order office of postal notes drawn upon another. This feature was added to the postal note by the act of January 3, 1887.

The field of the postal note was further extended by the aet of January 3, 1887, which authorized post offices other than moneyorder offices to issue them. The object to bergained by this measure was to extend to a limited degree the facilities of the money-order system to the small post offices where the establishment of the regular service was not warranted. This limited service was inaugurated at 197 offices on July 5, 1887, and was gradually extended to others as the demand required.

The popularity of the postal note could be foreseen beforc its adoption, because it met an overwhelming demand for a cheap and convenient method of transmitting very small amounts of money, but it was to be shown by experience that the money-order form itself, although perhaps not fully as convenient, with a slight reduction in fee could have given to the public the same unquestioned utility as a means for making small remittances as that afforded by the postal note, without the increased liability and inconvenience devolving upon the Department and the risks to the public that were occasioned by the use of the latter.

The desirability of the postal note as an adjunct to the moneyorder service appears to have been questioned for the first time in the annual report of the Postmaster General for the fiscal year 1892, wherein it was stated:

The postal note being payable to bearex at any money-order office without written applicatlon and advice is not as secure as the money order, and for this reason it bas given rise to dissatisfaction and complaint on the part of the public and serionsly diminlshes its usefulness as a means of transmltting small sums by mail, while the money order is justly regarded as absolutely safe.

As a remedy for this defect it was recommended that the name of the person for whom it was intended should be inserted in the postal note, or that the purchaser should at least be accorded the privilege of entering himself the name of the payee.

This dissatisfaction increased during the following year. As a result the First Assistant Postmaster General recommended on November 9,1893 , the discontinuance of the postal note. It was thought to be unnecessary and confusing to have two systems for transmitting money so nearly alike, and the remedy suggested was to have the money order take over the facilities afforded by the postal note.

Moreover, it was found that because the postal notes were payable to bearer mail depredations had materially increased, and it was estimated that thousands of pieces of mail which contained no enclosure at all were destroyed in efforts by thieves to obtain postal notes. In line with the recommendations of the First Assistant Postmaster General and the joint congressional committee which investigated the subject Congress abolished the postal note in an act approved January $27,1894$. A reduction to three cents of the fee on money orders up to $\$ 2.50$ provided, however, a very satisfactory substitute for the postal note.

Approximately eleven years after Congress had abolished the postal note upon urgent recommendations, this form of order was again advocated. Beginning in 1906 and for four years thereafter legislation authorizing postal notes in varying forms and amounts were proposed by the Department to Congress. The reasons advanced were practically all based upon objections to the use of postage stamps for remittances of small sums of money. In this connection it is interesting to note that in the year 1892, while the postal note was in extensive use, identically the same reasons were used by the Department in an effort to secure the authorization of a "postal remitting card," to fill a gap in the service that existed at that time despite the postal note. These recommendations resulted in the passage of an act on March 4, 1911, which again authorized the issue of postal notes. Notwithstanding the existence of authority to do so the issue of them has not been resumed up to this time.

Fees.-The growth of the system and the continuous simplification of business methiods is reflected in the reductions that have been made from time to time in the money-order fees, the principal source of revenue from the business. It is a noteworthy fact that with tew exceptions the growing transactions of the system have permitted successive decreases in the charges to the public. These reductions were uniformly recommended to Congress whenever the receipts derived from the operation of the system were substantially greater than the expenses, and the present low schedule is a tribute to the extensive patronage of the system by the public and the progress that has been made in handling the business economically.

The Macdonald bequest.-When the will of Dr. C. F. Macdonald, the first superintendent of the service, was offered for probate in 1.902 it was found that he had bequeathed $\$ 2,000$ "to the Secretary of the Treasury of the United States of America for the service of the Post Office Department, to be used by the Postmaster General of the said United States of America in such a way as he may deem expedient for the improvement of the postal money-order system." By reason of the fact that it had not been formally accepted by Congress, the money remained untouched in the treasury for eleven years, but
authority for its expenditure under a commission appoipted by the Postmasten Gengral was finally granted in the general deficiency act approved October 2, 1913.

I'he international service.-It was prophesied by Postmaster Geineral Dennison on November 2, 1864, that-

> The establishmenit of the (moneytorder) system ln this country wh no doubt leud to arrangements for the interchange of international money orders. Wlth the several forelgn countries flth which we have direct postal arrangements.

This predigtion was fulfilled on July 27, 1868, when the President signed an act authorizing the Postmaster General to make conventions for exchange of orders with countries with which the Department had negotiated postal conventions. It was not until over a year later, however, that the first convention was concluded.

The service was initiated with Switzerland, pursuant to the terms of a convention signed at Washington on July 2, 1869, by the Postmaster General, under the authority given by the act of July 27, 1868, and at Berne on July 26, 1869, by the chief of the Federal Post Department of Switzerland. The new service commenced on September 1, 1869, 150 post offices in this country being authorized to issue and/pay the international orders.

Servige was next established with Great Britain on October 2, 1871. Lefforts to negotiate a convention with that country by mail were ngt successful, and after an extended correspondence it was necessafy to dispatch the Superintendent of the Money-Order System to London as a special agent to negotiate the terms of the convention. Germpiny and Canada were the next countries with which conventions were concluded. The service has gradually been extended to other count,ies until at the present time conventions for the exchange of money orders exist with more than sixty foreign postal administrations.

One of the chief sources of revenue to the money-order system is the, gain on foreign exchange. Since the inauguration of the international service settlement of balances due by the United States to a creditor country has been made by means of bills of exchange purchased from responsible banking houses in New York City that have been approved of by the Department. In each case a limit on the aynount of bills in course of transit and payment is fixed and pur-中hases are not made in excess of this sum. Bids are submitted daily find the bills of exchange are purchased from the lowest bidder whose fimit on outstanding bills has not been reached. In the settlement of balances it is found that the United States is debtor to most of the countries with which the service is conducted and by purchasing exchange when rates are low the Department is enabled at the end of a year usually to show a substantial profit from this source.

The year 1880 saw important modifications in the terms of the original conventions with the United Kingdom of Great Britain and

Ireland, the German Empire, and the Dominion of Canada. At the time the original conventions with these countries were concluded the value of United States currency was below par of gold and was continually fluctuating; which made it impossible for the issuing postmaster to draw the order for a fixed sum in the mone fy of the country of payment and confined the actual exchange of ordars between the respective countries to certain "international exchange offices." The postmaster at the ordinary international money-order office would draw on the exchange office' and the latter wonld make the conversion from the money of one country to that of the other at the market rate of gold prevailing in New York. When the currency of this country finally became stable, therefore, a simplification of the mode of procedure in the exchange of orders was made possible. Urder the new method the postmaster at the inland international money-order office gave the order to the applicant instead of sending it to the exchange office as formerly. The postmaster was able to issue the order for a determinate amount by the use of conversion tables supplied him. The rates, of commission to be paid by each postal administration was lowered and the cost of the interchange of orders between the contracting countries was further reduced by the diminution of the numher and cost of the blanks and the amount of clerical labor required. These economies permitted the United States to lessen materially the fees charged for the issue of orders to the countries concerned.

In line with the increase in the maximum amount of domestic orders to $\$ 100$, which was anthorized on March '3, 1883, the limitation on international orders wäs raised to a like amount by thelaict of Congress approved January 30, 1889. Besides the advant age in uniformity between the two services that was gained by this legislation, the change tended to reduce the expense of the international system because only a single order was then required for sums firom $\$ 50$ to $\$ 100$ instead of two as theretofore. The compensation of postmasters and clerks concerned in issuing international orders b月ing based upon the number of transactions, a considerable reduction in expense resulted in this respect.

It is impracticable to enumerate here the many changes of morelor less importance which have occurred during the forty-six years that the international money-order system has been in operation, but the aggregate result of the progress that has been made is exemplified th the present effective and economical operation of this branch of the money-order service.

Growth of the service.-Following is a table showing the growth of the service and making possible a comparison of money orders and postal notes issued for the fiscal years 1865 to 1914, inclusive:
 inclusive.

(a) Domestic money orders first issued November 1. 1864.
(b.) International money orders first issued September 1, 1869.
(c) Poshal notes first issued September 3, $188 \%$.

## PURPOSE.

The purpose of the postal money-order system, as stated in the establishing" act, is "to promote public convenience, and to insure greater security in the transfer of money through the United States mails."

The principal functions and duties incident to the conduct of the service are-

The issue of domestic money orders and the collection of fees therefor.
The payment of domestic money orders.
The negotiation and conclusion of conventions with foreign countries for the exchange, by means of postal orders, of small sums of money.
The issue of international money orders and the collection of fees therefor.
The preparation of lists of international money orders issued in the United States on foreign countries.
The exchange of lists of international money orders issued in the United States on foreign countries, and in foreign countrie on the United States.
The reissue for payment in the United States of money orders issued in foreign countries.
The payment of international money orders.
The financing of the service, principally the movement of funds from offices where the receipts exceed payments to points where they will be available for use or distribution in meefing the needs of offices where payments exceed receipts.
The payment of balances due foreign countries by means of bills of exchange purchased for the purpose through the postmaster at New York.
The collection of balances due from foreign countries and the disposition, through the postmaster at New York, of bills of exchange received therefor when the payment is made by this means.
The audit, adjustment, and settlement of money-order adcounts.

## ORGANIZATION.

Following is an outline of the organization of the Post Office and Treasury Departments for the administration of the money-order system, the audit of its accounts, the custody of its surplus funds, and the transaction of money-order business at post offices. The subdivisions of organization units are expressed by relative iudentation.

## POST OFFICE DEPARTMENT <br> General Administration.

Postmaster General.
Superintendence and government of the Department; general direction of the postal service in all its branches; regulations, orders.

## Chief Clerk.

Supervision of the clerical force of the Department; custody of journals and records; preparation, and distribution of Official Postal Guide, etc.
Solicitor.
Opinion on questions of law; claims of postmasters for losses; compromises, remissions.
Purchasing Agent.
Purchase of supplies for the Post Office Department and postal service.
Chief Inspector.
Inspection of post offices ; investigations.
First Assistant Postmaster General.
Division of Postmasters' Appointments.
Establishment, change in name and discontinuance of post offices of all classes and change in site of fourthclass post offices; appointment of postmasters, including their bonds and commissions; conduct of postmasters.
Division of Salaries and Allowances.
Appointment, upon nomination, of assistant postmasters and clerical force of first and second class offices, including their bonding, salaries, and conduct; allowances for rent, light and fuel; consolidation of post offices and establishment of stations; location of presidential offices and stations connected therewith.
Third Assistant Postmaster Geveral.
Division of Money Orders.
General direction of the money-order system, both domestic and international; designation and discontinuance of money-order offices; preparation of conventions for the exchange of money orders with foreign countries.
Division of Finance.
Payment of invalid money orders by warrant.
Division of Registered Mails.
Management of collect-on-delivery feature of the domestic parcel post.
Fourth Assistant Postmaster General.
Division of Rural Mails.
Appointment and discipline of rural carriers.
Division of Supplies and Equipment.
Custody and furnishing of supplies and equipment.

## Post Office Service.

Post Offices.
Money-order offices.
Issue and payment of domestic money orders; issue and payment of international money orders when specifically designated to transact this class of business.
Main offices.
Exchange offices.
Effecting exchange of money orders between the United States and foreign com tries.
Depository offices.
Receipt of surplus funds from bther postmasters.
Draft office (New York City).
Payment of drafts dirawn by postmasters on credits previonsly allowed.
"Classified" branches.
"Classified" stations.
"Contract" branches.
"Contract"stations.
The same domestic money-order facilities are available at all branches and stations as at the main office to which they are tributary; international business is transacted only when speeifically anthorized.
Rural rontes.
Rural postal stations.
Issue domestic money orders, and under certain conditions pay them, under direction of the postmaster at the office to which they are tributary. Rural carriers.

Receive applications for the issue of money orders at the distributing office or rural station to which they are attached, and under certain conditions orders are paid throu'gh them.

TABLE 2.-Number of money-brder odfices in operation July 1, i915, arranged by States and Territories, the kind of business transacted and the number of branch offces and stations subsidiary thereta; also the number of money-order offces in operation at the close of each fiscal ycar since the cstablishment of the system.

MONEY ORDER OFFICES IN ORERATION

| States and Territories. <br> 1,) |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: |
| Alabama | 1,139 | 1,003 | 136 | 27 |
| Alaska | , 64 | $\begin{array}{r} 39 \\ 909 \end{array}$ | $\because .25$ |  |
| Arizona | - 259 | $\begin{array}{r} 209 \\ 1.216 \end{array}$ | 50 | $\begin{array}{r} 6 \\ 24 \end{array}$ |
| Arkansas | 1,354 | $\begin{aligned} & 1,216 \\ & 1,396 . \end{aligned}$ | $\begin{aligned} & 138 \\ & 444 \end{aligned}$ | $\begin{array}{r} 24 \\ 300 \end{array}$ |
| Colorado | 15840 -820 | $\begin{array}{r} 1,396 . \\ 662 \end{array}$ | 444 | 61 |
| Comnecticut | 527 | 381 | 146 | 175 |
| Delaware | 114 | 81 | 33 | 16 |
| District of | 95 | 82 | 13 | 94 |
| Florida | 945 | 828 | 117 | 18 |
| Georgia | 1,181. | "979 | ، 202 | i 59 |
| Guam |  |  |  |  |
| Hdwaif | 87 499 | 42 407 | ${ }_{92}{ }^{1}$ |  |
| Idaho | 499 2,282 | $\begin{array}{r} 407 \\ 1,630 \end{array}$ | 652 | $\begin{array}{r} 6 \\ 578 \end{array}$ |
| Illinois | 2,282 1,275 | $\begin{array}{r} 1,630 \\ 973 \end{array}$ | 652 302 | 578 149 |
| Iowa | 1,382 | 925 | 457. | 112 |
| Kansas | 1,142 | - 884 | $818{ }^{\circ}$ | " 75 |
| Kentucky | 1,734 | '1,568 | 166 | 70 |
| Loulsiana | 1,055 | 927 | 128 | 40 |
| Maine | 900 | 762 | 138 | 44 |
| Marylarid | 1883 | $1.785$ | : 98 | 135 |
| Massachusett: | 1,241 | -846 | 395 | 551 |
| Michigan | 1,567 | '1,150 | 417 | 282 |
| Minnesota | 1,306 | 924 | 382 | 129 |
| Mississippi | 1,031 |  | 150 | 8 |
| Missouri | 1,994 | 1,614, | 380 |  |
| Mon'tana | 716 | 592 -627 | $\underline{1279}$ | 43 |
| Nebraska | -906 174 | $\begin{array}{r}\text { : } 627 \\ \hline 132 \\ \hline\end{array}$ | 179 42 | 4,4, |
| New Hamps | 463 | 381 | 82 | 40 |
| New Jersey | 1,033 | 724 | 309 | 305 |
| New Mexico | 491 | 436 | 55. |  |
| New York | 3,393 | 2,627 | 766 | 9 |
| North Carolina | 1,401 | 1,216 |  | 38 |
| North Dakota | $\begin{aligned} & 71 \\ & 2,048 \end{aligned}$ | 653 1,588 | 178 460 | 3 336 |
| Ohio <br> Oklahom | -2,048 | 1,588 | $\stackrel{461}{ }$ | 20 |
| Oregon ${ }^{\text {a }}$ | -791 | 659 | 139 | 59 |
| Penasyivania | 3,839 | 3,059 | 780 | ${ }^{\prime}$ |
| Porto Rico | 89 | 72 | 17 | 88 |
| Rhode Isla | $\bigcirc 06$ | . 156 | $\bigcirc 150$ | 88 |
| Samoa ${ }_{\text {South }}$ Carolina |  |  | ${ }_{104}^{1}$ |  |
| South Carolina South Dakota | $\begin{array}{r}1650 \\ 633 \\ \hline\end{array}$ | 468 | 165 | 4 |
| Tennessee | 1,037 | 881 | 156 | 73 |
| Texas . | 2,394 | 1,896 | 498 | 87 |
| Utah | 344 | 265 | 79 | 44 |
| Vermont | 421 | 343 | 78 | 12 |
| Virginia | 2,144 | 1,968 | 176 | 89 |
| Wrashington | 1,049 | +846 | 203 | 143 |
| West Vlrgini: | 1,491 | 1.361 | 130 343 | 144 |
| Wisconsin | 1,237 | 8948 | 343 49 | 144 |
| Wyoming | 307 | 258 44,555 | 72 | 6,334 |

MONEY ORDER OFTICES
IN OPERATION AT THE
CLOSE OF EACH FISCAL
LISFMENT OF THIE SYS
TEA.

| e 30, |  |
| :---: | :---: |
| June 30, 1866 | 76 |
| June '30, 1867 | 1,224 |
| une 30,1868 | 1,468 |
| June 30, 1869 | 1,466 |
| June 30, 1870 | 1,694 |
| ne 30,1871 | 2,076 |
| ne 30, 1872 | 2,452 |
| June 30, 1873 | 5 |
| une 30, 1874 | 6,069 |
| une 30, 187 | 3,404 |
| June 30, 1876 | 3,401 |
| June 't0, 187 | 3.697 |
| Tune 30, 1878 | 4,143 |
| Tune 30, 187 | 4,512 |
| June 30, 1850 | 4,8 |
| Jue 30, 1881 | - |
| Tune 30, 1882 | 5,491 |
| June 30, ,1883. | 5,927 |
| e 30,1884 | 6,310 |
| June 30, 1885 | 7,056 |
| June 30, 1886 | 7,357 |
| June 80, 1887 | 7.8 |
| June 30,1888 | 8.041 |
| June 30, 1889 | 8,727 |
| June 30, 1890. | 9,38: |
| June 30, 1801 | 10,070 |
| June 30, 1892. | 12,06! |
| June 30, 1893. | 8,434 |
| Tune 80, 1894. | 19,262 |
| Fuve 30, 1893.. | 9,601 |
| June. 30, 1896.... | 1.9,325 |
| June 80,1897 | 20,031 |
| June 30, 1898. | 2,388 |
| June 30, 1899. | 6,78 |
| June 30, 1900. | 9,649 |
| June 30. 1901. | 30,529 |
| June: 30, 1902. | 1,68 |
| June 30, 1003 | 34,54 |
| June 30, 1004. | 35,09 |
| June 36, 1905. | 36,832 |
| June 30, 1906. | 7,44 |
| June 30, 1907 |  |
| June 30, 1908 | 49,31 |
| June 30, 1909. | 50,043 |
| June 30, 1910 | -1.70.1 |
| June 30, 1911. | 51,809 |
| June 30, 1912 | 52,815 |
| June 30, 1913 | 54,594 |
| June 30, 1914. | 55,055 |
| June 30, 1915 | 55,670 |
| July 1, 1915 | 55,827 |

55,827
Total number of money-order offices in operation
44,55.
Total number of offices which transact domestic business ouly in addition to do-
Total number of offices which transact international business in addition to domestic business.

11,272
Total number of branch offices and stations

## TREASURY DEPARTMENT.

General Administration:
Secretary of the Treasury.
Auditor for the Post Office Department.
Audit and settlement of money-order accounts.
Treasurer of the United States.
Receipt of surplus money-order funds from certain postmasters through the medium of national banks designated as active depositories for public moneys and transfer of the aggregate for the account of the Postmaster General with the Assistant Treasurers of the United States at Chicago and New York.

## Independent Treasury Service.

Assistant Treasurer of the United States, New York.
Custody of surplus money-order funds for the account of the Postmaster General.
Assistant Treasurer of the United States, Chicago.
Custody of surplus money-order funds for the account of the Postmaster General.

## TECHNIQUE.

The laws and regulations for the government of the Post Office Department and postal service are embodied in the Postal Laws and Regulations of 1913, which is amended from time to time as the need arises. In that part of the Regulations devoted to the money-order system the business and technical methods employed in the conduct of its operations are given in detail. The Regulations being readily available and the contents relating to the money-order service quite lengthy, it is deemed sufficient for the purposes of this report to give a list of references to the money-order regulations in the form of a subject analysis, followed by a list of the books, pamphlets and forms used in money-order work.

There is also given a description of the methods employed in the Office of the Auditor for the Post Office Department in the andit and settlement of money-order acconnts.

REFERENCES TO SECTIONS OF THE POSTAL LAWS AND REGULATIONS OF 1913....AS AMENDED)

RELATING TO THE MONEY-ORDER SYSTEM
AND EMBODYING THE, STATUTES AND
ADMINISTRATIVE REGULATIONS
NOW IN FORCE FOR THE GOVERNMENT OF THE

SERVICE.

REFERENCES:TO GENERAL SUBJECTS.

## Chapter 1.

General Provisions, secs. 1115-1122.
I. Establishment of service, secs. 1115-1117.
II. Allowance for cleric̣al service at money-order offices, sec. 1118.
III. Conduct of money-order business, secs. 1119-1122.

Chapter 2.
Issue of Domestic Money Ordérs, secs. 1123-1:145.
I. General Provisions, secs. 1123-1127.
II. Fees and Limitations, secs. 1128-1129.
III. Application and Issue, secs. 1130-1134.
IV. Errors and Changes, secs. 1135-1137.
V. Advices, sees. 1138-1139.
VI. Money-Order Dating Stamps and Signatures to Money, Ordcrs, secs. 1140-1141.
VII. Treatment of Money-Order Forms, secs, 1142-1145.

## Chapter 3.

Payment of Domestic Money Orders, secs. 1146:1163.
I. General Provisions, secs. 1146-1151,
II. Payment of Orders to Other than Payees, secs. 1152-1153.
III. Payment of Orders, when refused, secs. 1154-1156.
IV. Coupons and Advices at Paying Offices, sees. 1157-1163.

## Chapter 4.

Repayment of, and Duplicate, Money Orders-Payment of Invalid Orders by Warrant, secs. 1164-1179.
I. Repayment of Domestic Orders, secs. 1164-1166.

JI. Duplicate Orders-Application and Issue, secs. 1167-1175.
III. Payment and Repayment of Duplicate Orders, secs. 1176-1177.
IV. Invalid Orders Payable by Warrant, secs. 1178-1179.

## Chapter 5.

International Money-Order Service, secs. 1180-1225.
I. General Provisions, secs. 1180-1185.
II. Direct and Indirect Exchange--Exchange Offices, secs. 11861188.
III. Fees-Applications, secs. 1189-1192.
IV. Issue of International Orders-Advices, secs. 1193-1206.
V. Payment of International Money Orders, secs. 1207-1210.
VI. Advices at Paying Offices, secs. 1211-1219.
VII. Repayment of International Orders, secs. 1220-1221.
VIII. Duplicate International Orders-Invalid Orders, secs. 12221225.

## Chapter 6.

Money-Order Funds, Accounts, and Records, secs. 1226-1256.
I. Money-Order Funds-General Provisions, secs. 1226-1228.
II. Transfer of Money-Order Funds, secs. 1229-1233.
III. Money-Order Drafts and Credit on New York, secs. 1234-1237.
IV. Temporary Deposits of Money-Order Funds, secs. 1238-1239.
V. Deposit of Surplus Funds - Remittances - Reserves, secs. 1240-1245.
VI. Depositaries and Depository Offices for Money-Order Funds, secs. 1246-1251.
VII. Money-Order Records and Accounts, secs. 1252-1254.

YIII. Change of Postmasters at Money-Order Offices, secs. 125\%1256.

## Chapter 7.

Money-Order Business on Rural Routes, secs. 1257-1268.
I. Conduct of Business at Rural Stations, secs. 1257-1258.
II. Purchase of Money Orders through Rural Car-iers, secs. 12501267.
III. Payment of Money Orders through Rural Carriers, sec. 1268.

REFERENCES TO SPECIFIC SUBJECTS.

## Note: References in italics are to laws. general provisions.

Establishment of Service.
Authority for establishment of money-order system, sec. 1115.
"Money-order offices."
"Limited" offices, note.
Establishment of money-order offices, sec. 1116, par. 1.

- Application for.

Branch offices and stations', par. 2.
See sec. 282, as to business hours, and sec. 283, as to Sunday business.
Postal Notes, sec. 1117.

Allowances for Clerical Services at Money-Order Offices,
Allowance for clerks, sec. 1118.

-     - at first and second class offices.
- at other money-order offices.
- at international exchange offices.

See sec. 275 , as to salaries allowed postmasters, being full compensation for money-order business.
Conduct of Money-Order Business.
Postmasters not to act as agents in competitive bisiiless, sec. 1119, par. 1.
Employees as agents, par. 2 .
Correspondence, sec. 1120.

- with Auditor.
- with Division of Money Orders. Envelopes to be iudorsed with brief of contents.
See sec. 264, as to signing of reports and papers by assistant postmaster.
Expenditures on money-order account, sec. 1121.
- special permission required for.

Special anvelopes for money-order business, sec. 1122.
ISSUE OF DOMESTTC, MONEY ORDERS.
Geueral Provisions.
Offices upon which orders may be drawn, sec. 1123, par. 1. . !
See Postal Guide, State List, for money-order post offices.
Payable to remitter, par. 2.
Payable at office of issue, par. 3.
Payable at branch offices, par. 4.
Payment for orders, sec. 1124. par. 1.

- how made,

Promissory notes, checks, etc., not accepted, par. 2.
Subsidiary coin, par. 3:
See sec. 333, as to mutilated money.
Explanation of legal tender, note.
Issue of money orders at branch offices and stations, sec. 1125, par. 1.

- accountability for moneys received from.

Waiver of identification of payee forbidden, sec. 1126.
Identification of payee by signature, sec. 1127, par. 1.
Specimen signature of payee, par. 2.
See sec. 1149, as to identification of payee.
Fees and limitations.
Fees and limitations, sec. 1128, par. 1.
-Single orders limited to $\$ 100$.

- Fees for money orders.

Note: The above fees are applicable also to orders drawn on post offices in comutries named in Table 4, sec. 1189.

Fees and limitations-Continued.
Fees and limitations, sec. 1128, pár.' 1-Continued.
Orders drawn to correct errors, par. 2.
No order issued for fraction of a cént, par. 3.
See sec. 1685, as to penalty for fraudulent issue of money orders; sec. 1686, as to penalty for issue of orders without receiving money therefor.
Aggregate of orders more than $\$ 200$, sec. 1129.
Notice to remitter.
See sec. 1234, as to drafts for payment of orders.
Application and Issue.
Form of applications, sec. 1130.
Applications, sec. 1130, par. 1.

- to be filled in by applicants.
- particulars necessary, par. 2.
- to be filed, par. 3.

Issue of money orders, sec. 1132, par. 1.
List of money-order offices, par. 2.
Abbreviations, par. 3.
Number on application, par. 4.
Number to be given in correspondence, par. 5.
Instructions for issue, par. 6.
Date, par. 7 :
Stub, par. 8.
Coupon, par. 9.
See sec. 1139, as to separate advice; sec. 1142, as to moneyorder forms; sec. 1145, as to "nott issued" forms; sec. 1141, as to signing of postmaster's name by clerks.
Precautions in drawing orders, sec. 1133, par. 1.
Payable to one person or firm only.
If only surname is given, drder not to be issued, par. 2.
Exceptions.

- Business name.
- Official titles.
- Members of religious orders.

Orders not to be drawn on stations, par. 3.

- cashed at stations.

Record of money orders, sec. 1134.

- to include all particulars and subsequent action.

See sec. 1252, as to "Register of Orders Tssitid."
Errors and Changes.
Error in order, sec. 1135, par. 1.
Recall of order.
Repayment in money or by new order.

Errors and Changes-Continued.
Error in order, sec. 1135, par. 1-Continued.
Fees for new order.
Treatment of irregular order.
Return of irregular order, par. 2.
Treatment.
Change in place of payment, sec. 1136.

- requested by remitter.

First order treated as "Not issued."
Fee.
Request for change in place of payment, etc., sec. 1137, par. 1.

- by remitter.

Original order to be receipted and surrendered, par. 2.
New order issued.
Fee.
See sec. 1164, as to repayments.
Advices.
Advices, sec. 1138.

> - form to be used.

Advices, sec. 1139, par. 1.

- separate or second, when necessary. Discrepancies. Remitter consulted. Application amended.
Remitter to request amendment, par. 2.
Remitter not found, par. 3.
Record of advice furnished, par. 4.
Money-Order Dating Stamps and Signatures to Money Orders.
M. O. B. stamps, sec. 1140, par. 1.
-use of.
- not to be used.

When lost, ordinary stamp may be used, par. 2.
Signature of postmaster to orders, sec. 1141, par. 1.

- by clerks, may be authorized.
- how written:

Acting postmasters, signatures, pár. 2.
Signing of orders when assistant postmaster or clerk in charge of office, par. 3.

- to be in name of postmaster.

See secs. 256 and 316 as to bonds of postmasters and clerks; sec. 263 as to acting postmasters; seces. 265 to 268 , also 1236 , as to performance of duties of office during temporary absence of postmasters; sec. 264 as to signing of papers, etc., by assistant postmasters in name of postmaster.

Treatment of Money-Order Forms.
Money-order forms, sec. 1142.
No order valid unless on regular form.
Who prescribes.
See sec. 1688 as to penalties for issue of advertisements, circulars, business or professional cards, etc. in likeness of money orders.
Safety of forms, etc., sec. 1143 , par: 1.

- postmasters responsible.

Theft of forms, par. 2.
Blank forms, sec. 1144, par. 1.

- must be accounted for, par. 2.
- examination of, for irregularities, par. 3.
- omitted, par. 4.
- defective or mutilated, par. 5.
- duplicated, par: 6.
"Not issued" forms, sec. 1145, par. 1 .
- defined.
- disposition, par. 2.

See sec. 204, as to attaching "Not issued" forms to accounts. - no fee chargeable, par. 3.
PAYMENT OF DOMESTIC MONEY ORDERS.

General Provisions.
Application of regulations as to payment, sec. 1146.
Foreign countries.
Prompt payment of orders, sec. 1147, par. 1.

- not to be refused, par. 2.

See sec. 1231, as to transfer of postal funds to money-order account; secs. 1234 to 1236, as 'to application for drafts for payment of money orders and credit on New York; see. 1237, as to supplying funds at stations.
Payable at any money-order office ; conditions, procedure, sec. 1148, par. 1.
Name of paying office misspelled, sec. 1148, par. 2.
Precautions in paying orders, sec. 1149, par. 1.
Examination of order, etc.
Signature of payee or person authorized to receive payment.
Order issued on Sunday.
Amount not paid until order is presented, par. 2.
Identification of applicant for payment, par. 3.
See sec. 1127, as to payee who is also remitter and as to specimen signatures sent as aids tọ identification.
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## LIST OF BOOKS, PAMPHLETS AND FORMS USED IN MONEY-ORDER WORK.



List of Books, Pamphlets and Forms used in Money-Order Work-Continued.

| $\begin{aligned} & \text { Form } \\ & \text { No. } \end{aligned}$ | Description. | Size. | Estimated quantity used during 4 -year contract term |
| :---: | :---: | :---: | :---: |
| 6040 | Examiner's advice of payment | 31/2× 5 | 500,000 |
| $6041 a$ | Examiner's advlce of payment | $31 / 2 \times 5$ | 400,000 |
| $6041 b$ | Examiner's check | $31 / 2 \times 5$ | 450,000 |
| 6044 | Notice to payee to present order | $3 \times 8$ | 10,000 |
| $6045 b$ | Consent of payee to repayment. . | $31 / 2 \times 8$ | 60,000 |
| 6047 | Card index-dupicates...... | $8 \times 10$ | 10,000 |
| 6049 c | Reference slips.... | $31 / 2 \times 8$ | 20,000 |
| 6050 | Slips to affix over piace where order stamped paid; $1^{1 / 8} \times 11 / 2$ inches; gummed one side; no printing; to be in sheets of 63 siips, perforated similar to sheets of postage stamps; blue paper, shade of money order forms |  | $\begin{aligned} & 15,000 \text { sheets } \\ & \text { or } \\ & 945,000 \text { slips } \end{aligned}$ |
| 6051 | Notice-Payment prohibited (domestic).... | $51 / 4 \times 8$ | 10,000 |
| $6051 b$ | Notice-Payment prohibited (internatlonai). | $8 \times 101 / 2$ | 1,000 |
| 6053a | Requisition for money order forms. . . . . . . . | $8 \times 101 / 2$ | 600,000 |
| 6054 6055 | Requisition for blank draits. . Weekly report of transactions ( ${ }^{\text {New }}$ | ${ }_{16}^{31 / 4} \times 5{ }^{51 / 2}$ | 30,000 250 |
| 6056 | Drafts in exchange for cashed orders.... | 161/4×8 | 60,000 |
| 6060 | Order issued in lieu of another. | $514 \times 8$ | 100,000 |
| 6062 | Request to pay duplicate order | $31 / 2 \times 8$ | 2,000 |
| 6063 | Permission to remit by checks | $31 / 2 \times 8$ | 2,000 |
| 6064 | Refereuce slips........... | $31 / 2 \times 8$ | 150,000 |
| 6065 | Request for return of paid order-perforated | $41 / 2 \times 51 / 2$ | 150,000 |
| 6066 | Reference slips. <br> Unruied, printed with name of postoffice <br> Ruled, name of office omitted | $\} 31 / 2 \times 8$ | 5,000,000 |
| 6067 | Instructions to use latest editions of blanks. | $31 / 2 \times 8$ | 8,000 |
| 6068 | Information requested of remitter (international) . . . . . . . . . . . . . . . . . . . . . . . . . . . . |  |  |
| 6068a | Information requested of remitter (domestic) | $51 / 48$ | 10,000 |
| 6069 | Acknowledgment of letter received......... | $31 / 4 \times 51 / 2$ | 1,000 |
| 6073a | Recelpt to cashier for orders | $31 / 2 \times 8$ | 1,000 |
| ${ }_{6074}$ | Daiiy settlement of funds. | $31 / 2 \times 8$ | 2,000 |
| ${ }_{6076}^{6076}$ | Bill of exchange to Hungary |  | 2,500 |
| $6076 a$ $8076 b$ | Bill of exchange to Switzeria | $8 \times 101 / 2$ | 500 |
| ${ }_{6080}^{607}$ | Domestic issue check | $8_{31 / 2} \times 10{ }^{1 / 2}$ | 500 $2,000,000$ |
| 6083 | Supplementai international advice, containing text in various languages. | $41 / 4 \times 5$ | 2,000,000 |
| 6087 | Card index-credits and drafts.... . . . . . . . | $7 \times 9$ | -3,000 |
| 6087 a | File cards-special draft.. | $4 \times 6$ | 12,000 |
| 6091 $6091 a$ | Loss of letter containing orde | $31 / 2 \times 8$ | 4,000 |
| ${ }^{60919}$ | Application for dupilicate requ | $31 / 2 \mathrm{x} 8$ | 8,000 |
| ${ }^{6095}$ | Rolsbery of post office repor | $51 / 4 \times 8$ | $\frac{2,000}{2}$ |
| 6102 | Jacket for inspector's case.. | 8 8 ¢ $10101 / 2$ | 2,000 $\mathbf{6 , 0 0 0}$ |
| 6106 | Power of attorney..................... | $51 / 4 \times 8$ | 20,000 |
| 6112 | Specifications and proposais; about 18 leaves, $81 / 4 \times 131 / 2$, printed both sides; paper cover | $81 / 4 \times 131 / 2$ |  |
| 6112a | List of awards, showing prices and names of contractors; about 16 ieaves, $8 \times 10 \frac{1}{2}$, printed both sldes; paper cover.......... |  |  |
| 0113 | Letter beads-Division of Money Orders | $8 \times 101 / 2$ | 200,000 |
| 6114 | Letter heads-post ofmces........ | $8 \times 101 / 2$ | 160,000 |
| 6114a | Letter heads, with marginal description of order |  |  |
| 6115 | Note heads.... | ${ }_{51 / 4}^{8} \times 1 \times 1012$ | $\begin{array}{r} 4,000 \\ 80,000 \end{array}$ |
| 6116 | Bond of indemnity for duplicate | $8 \times 101 / 2$ |  |
| 6117 | Transmitting bond of indemnity | $31 / 2 \times 8$ | 405,000 2,000 |
| 6118 6119 | Orders carelessly issued. | $8 \times 101 /{ }^{1}$ | 10,000 |
| 6120 | Rates of exchange on foreign coun | $\begin{array}{r}81 / 2 \\ \mathbf{x} \\ 10 \\ \hline 16\end{array}$ | 2,000 |
| 6122 | Receipt returned to issuing office | 1012 ${ }^{1} 12 \times 8$ | 1,000 |
| 6123 | Remittances in proper envelopes. | $51 / 4 \times 8$ | 20,000 |
| 6124 | Instructions-Canadian postal notes . . . . . . . . | $8 \times 101 / 2$ | 1,000 |
| 6126 | Order paid at offlee not drawn on, with reply coupon-perforated | $3 \times 71 / 2$ | 20,000,000 |
| 6127 6130 | Guaranty to cover duplicate ord | $8 \times 101 / 2$ | 20,000,000 |
| 6131 | Name of hanks requested.... | $31 / 2 \times 8$ | 2,000 |
| 6133 | Postmaster fails to respond to notices | ${ }_{8}^{574 \times 10} 8$ | 10,000 |
| 6138 | Notice to auditor-P. M. Generai's check | $51 / 4 \times 8$ | 20,000 500 |

List of Books, Pamphlets and Forms used in Money-Order Work-Coutluued.

| $\begin{aligned} & \text { Form } \\ & \text { No. } \end{aligned}$ | Description. | Size. | Estimated quantity used durlng 4-year contract term |
| :---: | :---: | :---: | :---: |
| 6139 | Defective address of payee in advice. | $3112 \times 8$ | 8,000 |
| 6140 | Excess of credit returned to bank. | $51 / 4 \times 8$ | 30,000 |
| 6145 | Weekly report of clerks. | $8 \times 101 / 2$ | 12,000 |
| 6148 | Labels for appllcations...... | 4 4 x $51 / 4$ | $\mathbf{3 0 0}, 000$ |
| 6149 |  | $\begin{array}{ll} 3 & x \\ 8 & 31 / 2 \\ 8 & 101 / 2 \end{array}$ | 300,000 |
| 6150 6151 | Postmaster directed to deposit specific sum. . | $8 \times 101 / 2$ | , 500 1,000 |
| 6152 | Notice to call st post office.............. | $31 / 4 \times 51 / 2$ | 600,000 |
| 6162 | Debit check . . . . . . . . . | $3^{2} \times 8{ }^{1 / 2}$ | 20,000 |
| 6162a | Credit check. | $3 \times 8$ | 20,000 |
| 6164 | Alleged wrong payment. | $8 \times 101 / 2$ | 1,000 |
| 6165 | Delay in payment-funds provlded | $8 \times 101 / 2$ | 1,000 |
| 6167 | Abstract of M. O. business ; folded once; four pages printed; each page $31 / 2 \times 61 / 4$; probably one editlon annually | $61 / 4 \times 7$ | 20,000 |
| 6169 | Order sent to postmaster for examinatlon.. | $8 \times 101 / 2$ | 2,000 |
| 6170 | Request for bond. . | $31 / 2 \times 8$ | 1,000 |
| 6175 | Duplicate returned as undellve | $31 / 2 \times 8$ | 1,000 |
| 6183 | Agreement-rubber stamp slgnature | $8 \times 101 / 2$ | 1,000 |
| 6184 | Request-rubber stamp signature. | $8 \times 101 / 2$ | $\bigcirc 500$ |
| 6187 | Voucher for bill of exchsnge. | $8 \times 101 / 2$ | 4,000 |
| 6191 | Instructions to pay hill for cablegrams | $8 \times 101 / 2$ | 2,500,000 |
| 6193 | Inquiry regarding psyment. . . . . . . . . | $31 / 4 \times 51 / 2$ | 2,500,000 |
| 6194 | Request to cancel wrong certification; in Engllsh and with translation in forelgn language |  |  |
| 6195 |  | $88 \times 101 / 2$ | 2.000 |
| 6198 | File card-depository banks. | $3 \times 5$ | 50 |
| 6203 | Report of orders paid. . . . | $81 / 2 \times 14$ | 60,000 |
|  | Name price for printing both sides | $81 / 2 \times 14$ |  |
| $6203{ }^{\text {6 }}$ | Report of orders paid-recapltulatlom. | $81 / 2 \times 14$ | 6,000 |
| 6205 | Bill of exchange on London, transmitted | $8 \times 101 / 2$ | 1,000 |
| 6207 | Dupllcate advice of Britlsh order | $41 / 2 \times 61 / 2$ | 1,000 |
| $6207 a$ | Duplicate advlce of Hong Kong or | $41 / 2 \times 61 / 2$ | 1,000 |
| 6213 | Order lmproperly drawn. . . . . | $31 / 28$ | 15,000 |
| $6213 a$ | Report as to llst in which advi | $31 / 2 \times 8$ | 8,000 |
| 6216 | Corrections in totals of lists. | $8 \times 101 / 2$ | 250 |
| 6221 | Payee of order ram | $31 / 2 \times 8$ | 5,000 |
| 6221 a | Payee of order named (department) | $31 / 2 \times 8$ | 40,000 |
| 6232 | Bond report. | $51 / 4 \times 8$ | 15,000 |
| 6234 | Notice of lnvalid order. | $31 / 2 \times 8$ | 2,000 |
| $6234 a$ | Duplicate may be drawn only as origin | $31 / 2 \times 8$ | 4,000 |
| 6242 | Cashed order treated as repaid |  | -500 |
| 6244 | Notice of established office. | $8 \times 101 / 2$ | 10.000 |
| 6245 | Notlce of discontinued office | $8 \times 101 / 2$ | 20,000 |
| $6245 a$ | Notlice of name changed...... | $51 / 4 \times 8$ | 2,000 |
| 6248 | International adylce in excess of ilmlt | $8 \times 101 / 2$ | 250 |
| 6251 | Report of certlification........ | $31 / 28$ | 1,000 |
| 6252 | Better address cannot be furnished | ${ }_{4}^{31 / 2} \times 8 \times 81 / 2$ | $\underline{\mathbf{3}, 000}$ |
| 6253 | Checks drawn on money order acco | 4 $41 / 4 \times 101 / 2$ | 3,000 3,000 |
| 6257 | Instructlons to purchase bllls of exchange | $8 \times 101 / 2$ | 1,000 |
| 6258 | Estlmated cost of exchange... | $8 \times 1011 / 2$ | 1,000 |
| 6265 | Trsnsmitting certificate of deposit | $51 / 4 \times 8$ | 1,000 |
| 6266 | Rates of exchange and bills purchas | $14 \times 21$ | 4,000 |
| 6267 | Transmittling bllis of exchange and checks. | $8{ }^{8} \times 101 / 2$ | 1,000 |
| 6268 | Account debited, amount bill of exchange | $51 / 4 \times 8$ | 300 |
| 6269 | Report of correctlon in list. | $8 \times 101 / 2$ | 300 |
| 6271 | Clearing-house statement | $8 \times 101 / 2$ | 500 |
| 6272 | Order on maln office cashed at statlons. | $8 \times 101 / 2$ | 2,000 |
| 6273 | Exchange currency for speclal draft. | $8 \times 101 / 2$ | 2,000 |
| 6273 a | Exchange currency for drafts....... | $8 \times 101 / 2$ | ${ }^{500}$ |
| 6274 | Currency sent postmaster by another office. | 8 ¢ 8 101/2 | 2,000 |
| 6274 a | Currency sent postmsster for drafts. | $8 \times 101 / 2$ | 500 |
| 6276 | New postmaster's report to New York | $312 \times 8$ | 4,000 |
| 6279 | Permisslon to pay original order. | $31 / 2 \times 8$ | 3,000 |
| 6282 | Authorizstion of reserve sccount. | $8 \times 101 / 2$ | 2,000 |
| 6284 | Application for reserve received............. | $8 \times 101 / 2$ | 2,000 |
| 6285 | Irregularlty ln endorsement of draft | $8 \times 1013$ | 10,000 |
| 6286 | Draft not properly endorsed.... | $8 \times 101 / 2$ | 1,000 |
| 6288 | Receipt of bank, account Jamaica | $81 / 2 \times 14$ | 200 |
| 6290 | Receipt for deposit, exchange with Russiawith translation in foreign language...... | $81 / 2 \times 14$ | 00 |
| 6291 | Requisition for blanks, etc. (department) | $8 \times 101 / 2$ | 1,000 |
| 6293. | Certlificate ln lieu mlsslng form. | $\times 31 / 2$ | 2,000 |

List of Bools, Pamphlets and Forms used in Money-Order Work-Continued.

| $\begin{aligned} & \text { Form } \\ & \text { No. } \end{aligned}$ | Description. | Size. | Estimated quantity used during 4-year contract term |
| :---: | :---: | :---: | :---: |
| 6294 | Certificate of destruction of forms | $3 \times 131 / 2$ | 4,000 |
| 6297 | Time slip (New Yoris) ........... | $3 \quad 3 \quad 31 / 2$ | 50,000 |
| 6301 | Order returned to auditor................. . . | $31 / 2 \times 8$ | 1,500 |
| 6302 8305 | Advice of repaid order to issuing office..... | $8_{8}^{1 / 2} \times 1.01 / 8$ | 500 3,000 |
| 6305 6308 |  | $81 / 4 \times 8{ }^{8} \times 1 / 2$ | 1,000 |
| 6309 | German card order...... | $41 / 2 \times 61 / 4$ | 1,200,000 |
| 6311 | Remit amount of order by draft | $31 / 2 \times 8$ | 500 |
| 6317 | Request for separate advice disregarded.... | $8 \times 101 / 2$ | 2.000 |
| 6323 | Orders may be cashed at other offices........ | $8 \times 101 / 2$ | 1,000 |
| $6323 a$ 6335 | Cashed orders transmitted to department.... | $8 \times 1 /{ }_{5} \times 101 / 2$ | 4,000 500 |
| 6335 6336 | Memorandum biank .... | $51 / 4$   <br> $31 / 2$ x 8 | 500 |
| 6339 | Slip for signature, to he affixed to back of separate advice. | 21/2× 31/2 | 350,000 |
| 6343 | Duplicate international order transmitted to paying postmaster. |  | 1,000 |
| 6345 | Jacket-new office established. . . . . . . . . . . . . . | $8 \times 101 / 2$ | 2,000 |
| 6346 | Jacket-office discontinued. | $8 \times 101 \%$ | 4,000 |
| 6350 | Transmitting bill of exchange to Germany | $8 \times 101 / 2$ | 250 |
| 6351 | Notification of bill of exchauge to Germany | $8 \times 101 / 2$ | 250 |
| 6366 | Report slip-international order. | $4 \times 5$ | 4,000 |
| 6369 | Classified station designated as M. O. office. . | $8 \times 101 / 2$ | 1,000 |
| ${ }_{6372}^{639}$ | Contract branch designated as M, O. office... | $8 \times 101 / 2$ | 2,000 |
| 6372 | Exchange office to recertify order. | $8 \times 101 / 2$. | 500 |
| 6374 | Discrepancy between order and separate advice | $8 \times 101 / 2$ | 1,000 |
| 6377 | Instructions regarding business with Canada, Cuba, etc.; folded once; first, second and third pages printed; each page $8 \times 101 / 2 .$. | $101 / 2 \times 16$ | 8,000 |
| 6379 | Claim for loss of funds. . . . . . . . . . . . . . . | $8 \times 101 / 2$ | 2,000 |
| ${ }_{6381}$ | Instructions-Clearing-horse system; folded once; first, second and third pages printed; each page $8 \times 10^{1 / 2}$ |  |  |
| 6383 |  | ${ }_{8}^{101 / 2} \times 16 \times 10$ | 500 |
| 6384 | Revised instructions-domestic orders; foided once; four pages printed; each page |  |  |
| 6387 | $8 \times 101 / 2$ <br> Rural delivery carriers receipt book; $23 / 4 \times 8$ inches; 50 recelpts each, printed one side; perforated once; manila covers, printed both sides; wire stitched. | $101 / 2 \times 16$ $2 \% \times 8$ | 10,000 $1,200,000$ |
| 6387 a |  | ${ }_{3}^{2} 8 / 4 \times 8$ | $1,200,000$ 500,000 |
| 6402 | Memora'ndum-new offices and discontinuances | $8 \times 101 / 2$ | - 500 |
| 6408 | Postmaster urged to make reply........... | $31 / 2 \times 8$ | 2,500 |
| 6409 | Notice to payee of unpaid order. |  | 1,000 |
| $6410 b$ | Defective check or draft returned | $3 \times 51 / 4$ | 15,000 |
| 6411. | Memorandum-forelgn exchange. | $51 / 4 \times 8$ | 2,000 |
| 64.13 | Authority to destroy old records. | $8 \times 101 / 2$ | 2,500 |
| 6417 | Order differs from separate advice | $8 \times 101 /$ | 1,000 |
| 6423 | Reply to inquiry regarding payment | $8 \times 112 \times 101 / 2$ | 5,000 500,000 |
| 6425 | File card. . . . . . . . . . . . . . . | ${ }_{4}^{132} \times{ }^{\text {x }}$ | 500,000 2,000 |
| 6428 | Card order returned for certification, with translation in forelgn language........... | $8 \times 101 / 2$ | 2,000 1,000 |
| 6432 | List of new international offices; folded once; first, second and third pages printed ; each page $8 \times 101 / 2$; published quarterly. |  | 1,000 |
| 6433 | page $8 \times 101 / 2$; published quarterly. <br> Supplement to international pamphlet list; 4 to 8 pages; same style type, etc., as international pamphlet; probabiy two editions during contract period. | $101 / 2 \times 16$ $71 / 2 \times 10$ | 4,000 24,000 |
| 6434 | Caution to examine all books of forms. | $3 \times 5$ | 12,000 |
| 6435 | Inquiry regarding issue of duplicate. | $8 \times 101 / 2$ | 50,000 |
| 64350 | Duplicate certified-original preseuted | $8 \times 101 / 2$ | 25,000 |
| 6438 | Certificate of non-payment of duplicate | $31 / 2 \times 8$ | 6,000 |
| 64478 | Notification of lists received... | $8 \times 101 / 2$ | 5,000 |
| 6454 | Superintendent's cash memoranda |  | 2,000 2,000 |
| $6454 a$ | Superintendent's bank memoranda | $31 / 2 \times 8$ | 1,000 |
| 64546 | Postmaster's bank memoranda.... | $31 / 2 \times 8$ | 1,000 |
| ${ }_{6460}^{6460}$ | Order discontinuing offlce rescinded | $51 / 4 \times 8$ | 1,000 |
| $\mathrm{CH462}^{6}$ | Order discontinuing ofmice rescinde | $51 / 4 \times 8$ 8 | 1,000 |
| 6467 | Recelpt of communication theknowledged. ..... | $8 \times 101 / 2$ | 1,000 20,000 |

List of Books, Pamphlets and Forms used.in Money-Order Worlc-Continued.

| $\begin{aligned} & \text { Form } \\ & \text { No. } \end{aligned}$ | Description. | Size. | Estimated quantity used during 4-year contract term. |
| :---: | :---: | :---: | :---: |
| 6468 | Notice to division of | $51 / 4 \times 8$ | 500 |
| 6473 | instructions to postmaster at discontinued office; foided once; first and third pages |  |  |
| 6473a |  | . $101 / 2 \times 16$ | 4,000 |
|  | discontinued; foided once; first and third pages printed; each page $8 \times 10^{1 / 9}$ |  |  |
| $6473 b$ | pages printed; each page $8 \times 101 / 2 . \ldots . . .$. Fruither directions to discontlnued offee. | $101 / 2 \times 16$ $.514 \times 8$ | 250 1,000 |
| 6474 | Discontinuance of offce-instructions; foided once; first, second and third pages printed; | 101/2 $\times 16$ | 4,000 |
| 6474a | Discontinuauce of M. O. business-instruc- <br> tions; foided once; first, second and third | $101 / 2 \times 16$ $101 / 2 \times 16$ |  |
|  | pages printed; each page $8 \times 101 / 2 \ldots . .$. | $101 / 2 \times 16$ | 250 |
| $6474 b$ | Eurther directions-discontinued oftice....... | $51 / 4 \times 8$ | 1,000 |
| 6476 | Auditor notified of discontinued office. M. O. business wiil be continued. | $8_{8}^{51 / 4} \times 1 \times 8$ | 1,000 1,000 |
| 6478 6486 | M. O. business will be continued. | ${ }_{21 / 2} \times 10{ }^{1 / 2}$ | 1,000 400,000 |
| 6492 | Transmitting to department bilis of exchange | $8 \times 101 / 2$ | 500 |
| 6495 | Instructions regarding cashed order........ | $31 / 4 \times 51 / 2$ | 500 |
| 6502 | File card-reserve | $4 \times 4 \%$ | 1,000 |
| 6503 | Regarding establishment of international office | $8 \times 101 / 2$ | 500 |
| 6504 | Application for triplicate suggested | $31 / 2 \times 8$ | 4,000 |
| $6504 a$ | No application for duplicate received | $31 / \times 8$ | 2,000 |
| $6504 b$ | Consent of payee to duplicate for remitte | $31 / 28$ | 15,000 |
| ${ }_{6504}{ }^{\text {c }}$ | Bond requested for duplicate............... | $31 / 2 \times 8$ | 20,000 |
| 6506 | Repayment authorized-international order; with translation in foreign ianguage...... | $8 \times 101 / 2$ | 2,000 |
| 6507 | Pension checks may be cashed.............. | $8 \times 101 / 2$ | 500 |
| 6513 | Particuiars of cashed order..... | $3 \times 31 / 2$ | 400,000 |
| 6518 | Request to station for particulars of order | $51 / 48$ | 30,000 |
| 6521 | Order drawn with pencil............ | $31 / 4 \times 5.1 / 2$ | 500 |
| 6522 | Foreign department asked to investigate alleged wrong payment; (with translation in foreign language) | $8 \times 101 / 2$ | 2,000 |
| 6527 | Extension of domestle business. | $8 \times 101 / 2$ | 500 |
| $6527 a$ | Extension of domestic business deferr | $31 / 4 \times 51 / 2$ | 250 |
| 6533 | Irreguiarities in application for duplicat | $51 / 48$ | 20,006 |
| 6533 a | Request for particulars of lost order...... | $51 / 4 \times 8$ | 4,000 |
| 6537 | Linen tags; to be attached to bags shipped abroad from New York; $2 \times 8$ inches; and in such colors as may be ordered..... | 2 x 8 | 10,000 |
| 6539 | Certificate of non-payment - international order | $8 \times 101 / 2$ | 250 |
| 6540 | Certificate of non-repayment - international order | $8 \times 101 / 2$ | 500 |
| 6542 | Notice to postmaster-cashed order | $3 \times \mathrm{x}$ 31/2 | 400,000 |
| 6543 | Notice of M. O. business discontinued | $51 / 4 \times 8$ | 1,000 |
| 6544 | Report of payment-reissued order.. | $514 \times 8$ | 1,000 |
| 65446 | Report of payment-internationai or | $51 / 4 \times 8$ | 2,000 |
| 6546 | Auditor notified of deposits of funds. | $8 \times 101 / 2$ | 500 |
| 6550 | Claring-house account with postmaster | $51 / 4 \times 8$ | 1,000 |
| $6550 b$ | Clearing house slip..... | $3{ }_{8} \times 1$ | 2,000 |
| 6551 | Dupicate order transmitted | $8 \times 101 / 2$ | 12,000 |
| 6557 | Application to France for duplicate | $8 \times 101 / 2$ | 500 |
| 6561 | Coupon and baiance disagree. | $3 \times 514$ | 2,000 |
| 6568 | German card order mailed to payee. . . . . . . . | $8 \times 101 / 2$ | 200, 500 |
| 6572 | ldentification card.......... | $3 \times 15$ | 200,000 |
| 6585 | Daily memorandum of checks | $101 / 2 \times 14$ | 1,000 |
| 6588 | Exchange of orders between postmasters.... | $51 / 4 \times 8$ | 500,000 |
| 6589 | Order disallowed by auditor................ | $31 / 2 \times 8$ | 1,000 |
| 6591 | Advice transmitted..................... |  | 8,000 |
| 6592 |  | $\begin{aligned} & 8 \times 101 / 2 \\ & 8 \end{aligned}$ | 8,000 |
| 6596 6598 | Foreign draft transmitted to postmaster.... Remitter notifed of non-payment. | $81 \times 101 / 2$ | 20,000 |
| 6599 | Advice of cashed order requested of foreign department | $51 / 4 \times 8$ | 4,000 |
| 6600 | Draft on New York iost. | $8 \times 101 / 2$ | 500 |
| 6601 | Transmitting dupiicate to Frrance | $8 \times 101 / 2$ | 2,000 |
| 6602 | French department requests duplicate..... | $8 \times 101 / 2$ | 1,000 |
| 6604 | French order-certificate in Heu of advice. | $8 \times 101 / 2$ | 4,000 |
| 6609 | Order incorrectly drawn on international form | $8 \times 101 / 2$ | 500 |
| 6612 | Bank account with postmaster........ | $8_{8}^{1 / 4} \times 10^{1 / 2}$ | 4,000 3,000 |
| 6613 | Remittance improperiy made 'by draft | $8 \times 101 / 2$ | 3,000 |

List of Books, Pamphlets and Forms used in Money-Order Work-Continued.

| $\begin{aligned} & \text { Form } \\ & \text { No. } \end{aligned}$ | Description. | Size. | Estimated quantity used during 4-year contract term. |
| :---: | :---: | :---: | :---: |
| 6622 | List of uew domestic offices established; generally from 200 to 500 names; issued quarterly | $81 / 2 \times 14$ | 2,000 |
| 6623 | Deposit of surplus funds........................ | $8 \times 101 / 2$ | 500 |
| 6625 | Advertising card | $31 / 4 \times 51 / 2$ | 1,500,000 |
| 6628 | Depository fixed by departmen | $8 \times 101 / 2$ | 2,000 |
| $6628 a$ | Memorandum of deposits..... | $8 \times 101 / 2$ | 500 |
| 6629 | Office made depository-instructions; folded once four pages printed; each page $8 \times 101 / 2$ | $101 / 2 \times 16$ | 2,000 |
| 6630 | Selection of depository for new office; folded once; first, second and third pages printed; |  |  |
| 6631 | each page 8 x $101 / 2 \ldots$.................... | $101 / 2 \times 16$ $8 \times 101 / 2$ | 5,000 |
| 6631a | Duplicate of foreign order returned. | $8 \times 101 / 2$ | 2,000 |
| 6631 b | Application for advice of forelgn order | $8 \times 101 / 2$ | 3,000 |
| 6632 | File card-applications for duplicates.. | $3{ }^{8}$ x | 3,000 |
| 6638 | Invalid advices transmitted. | $8 \times 101 / 2$ | 1,000 |
| 6639 | Agreement-rubber stamp signatu | $8 \times 101 / 2$ | 2,500 |
| 6642 | Orders incorrectly marked "canceled" | $8 \times 101 / 2$ | 4,000 |
| 6046 | Extension of Filing System; folded once ; four pages printed; each page $8 \times 10 \frac{1}{2}$; probably two editions of 500 each during the |  |  |
|  | contract period....... | $101 / 2 \times 16$ | 1,000 |
| 6647 6648 | Oummy advice (Firing Sy | $3{ }_{51 / 4} \times 181 / 2$ | 200,000 $\mathbf{1 2 5 , 0 0 0}$ |
| 6648a | International dummy advice (incoming) | $41 / 4 \times 5$ | 20,006 |
| 6655 | Application by exchange ofnce for advice (with translation in foreign language).... | 8 x 101/2 | 500 |
| 6658 | Repayment-international order on domestle form. | $8 \times 10^{1 / 2}$ | 6,000 |
| $6658 a$ | Applicatlon made for duplicate | $31 / 2 \times 8$ | 3,000 |
| 6659 | Separate advice requested.. | $31 / 2 \times 8$ | 12,000 |
| 6666 | Orders issued from wrong book. | $8 \times 101 / 2$ | 2,000 |
| 6667 | Postmaster directed to issue duplicate advice of international order. | $8 \times 101 / 2$ | 4,000 |
| 6670a | Clearing-house receipts; consecutively uumbered in serles from "1" to "500"; put up in tablets of 100 each |  |  |
| 6679 | Notice of change of postmaster at depository | $51 / 4 \times 8$ | 100,000 |
| 6681 | Request for date of payment (attached to Form 6684). | $31 / 2 \times 8$ | 3,000 |
| 6684 | Inquiry concerniug disposal of international |  |  |
|  | order (with translation in foreign language) | $8 \times 1.01 / 6$ | 400,000 |
| 6685 | Urging foreign department to reply (with translation in forcign language) |  |  |
| 6686 I | Mranslation in forcign language) ......... | $88 \times 101 / 2$ | 4,000 30,000 |
| 6692 | New York requests unclaimed reissued orders | $8 \times 101 / 2$ | 1,000 |
| 6693 | New York transmits unclaimed order....... | $51 / 4 \times 8$ | 2,000 |
| 6694 | Transmitting origlnal international order.... | $8 \times 101 / 2$ | 1,000 |
| 6695 | Transmitting undeliverable order to postmaster |  |  |
| 6697 | Request to Exchange offe to certify advice. | $88 \times 1012$ | $\underline{10,000}$ |
| 6700 | International advertising placard........... | $11 \times 151 / 2$ | 10,000 |
|  | APPLICATIONS FOR INTERNATIONAL ORDERS. |  |  |
| 6701 | "Ordinary" | $51 / 4 \times 8$ | 20,000,000 |
|  | The following applications are printed in two languages a translation in forelgn language following or preceding the Eng- |  | -0,000,000 |
| $6701 b$ | For orders on France. |  | 300,000 |
| $6701{ }^{\text {c }}$ | For orders on Germany and Austria | $514 \times 8$ | 1,000,000 |
| $6701 d$ | For orders on Italy. | $514 \times 8$ | 2,000,000 |
| $6701 e$ | For orders on Denmark and Norway | $51 / 4 \times 8$ | 300,000 |
| 6701 f | For ordcrs on Sweden | $51 / 4 \times 8$ | 500,000 |
| 67019 67017 | For orders on Nether | $51 / 48$ | 75,000 |
| $6701 i$ | For orders on Polish-speaking countries | 514 <br> $51 / 4$ <br> x <br> 8 | 700,000 |
| 67011 | For orders on Russia............ | $514 \times 8$ | 1,200,000 |
| 6701k | For orders on Greece | $514 \times 8$ | 400,000 |
| $6701 m$ | For orders on Hungar | $51 /{ }^{518}$ | 600,000 |
| $6701 n$ | For orders on Croatia | $51 / 4 \times 8$ | 200,000 |

List of Looks, Pamphlets and Forms used in Money-Order Work-Continued.


List of Books, Pamphlets and Forms used in Money-Order Work-Continued.


List of Books, Pamphlets and Forms used in Money-Order Work-Continued.

| $\begin{aligned} & \text { Form } \\ & \text { No. } \end{aligned}$ | Description. | Size. | Estimated quantity used during 4-year contract term. |
| :---: | :---: | :---: | :---: |
| 6827 | Withdrawal lnternational adivice from paying office for transfer, etc. | $\times 101 / 2$ | 4,000 |
| 6830 | New money order office designated............ | $8 . \times 101 / 2$ | 4,000 |
| 6831 | Labels for registered packages | $31 / 2 \times 51 / 4$ | 200,000 |
| 6834 | Authorization to act as postmaster | $3{ }^{4} \times 6$ | 20,000 |
| 6838 | Withdrawal international ndvice from paying office for repayment. | $8 \times 101 / 2$ | 30,000 |
| 6839 | Exchange Office requested to furnlsh particulars of certification of advice. | $8 \times 101 / 2$ | 2;000 |
| 6843 | Recelpt of payee for amount of order improperly palá. | $8 . \times 101 / 2$ | 16,000 |
| 6846 | Neglect of postmaster to use proper envelopes | $31 / 2 \mathrm{x} 8$ | 2,000 |
| 6848 | Remittance by unauthorized draft. . . . . . . . . | $8 \times 101 / 2$ | 3,000 |
| $6848 a$ | Remittance not witnessed as requir | $31 / 4 \times 51 / 2$ | 2,000 |
| 6848 b | Agreement for private drafts..... . . | $8 \times 101 / 2$ | 1,000 1,000 |
| 6849 6850 | Postmaster authorized to remit by draf | $31 / 4 \times 51 / 2$ 8 | 1,000 |
| 6851 | lncoming postmaster advised of credit | $51 / 4 \times 8$ | 15,000 |
| 6851a | Transfer of nnexpended balances of credit | $8 \times 101 / 2$ | 2,000 |
| 6852 | General reply-payment of order . . . . . . . . . . . . . . . . . . . . . . . . . . | $8 \times 101 / 2$ | 15,000 |
| 6852a | Remitter notified-payment of international order | $8 \times 101 / 2$ | 1,000 |
| 6852b | Postmaster notified-payment of international order | $31 / 2 \times 8$ | 8,000 |
| 6854 | Depository reports use of unauthorlzed drafts | $8 \times 101 / 2$ | 15,000 |
| 6857 | ldentification of payees.................. | $8 \times 101 / 2$ | 500 |
| 6858 | Postmaster requested to transmit domestic applleation to department. | $8 \times 101 / 2$ | 2,000 |
| 6858a | Postmaster requested to transmit internatlonal application to department. . . . . . . . . | 8 x $\times 101 / 2$ | 6,000 |
| $6858 b$ | Postmaster requested to transmit application for Japanese order. | $51 / 4 \times 8$ | 3,000 |
| 68580 | Payment of international order delayed because of incomplete address. | $8 \times 101 / 2$ | 20,000 |
| 6858d | Postmaster requested to transmit to department application for international order. . | $8 \times 1012$ | 40,000 |
| 6859 | Postmaster requested to transmit coupon.... | $8 \times 1012$. | 1,000 |
| $6859 a$ | Inquiry whether domestic order paid. | 8 8.1012 | 15,000 |
| $6859 b$ | Inquiry whether international order paid | 8* $\times 101 / 2$ | 2,000 |
| 6860 | Postmaster notified complaint has been communicated to ioreign department. . . . . . . . | $8 \times 101 / 2$ | 8.000 |
| 6861 | Inquiry of forelgn department whether order paid (with translation in forelgn language) | $8 \times 101 / 2$ | 4,000 |
| 6863 | Reply to lnquiry as to payment............. | $8 \times 101 \%$ | 500 |
| 6867 | Transmittlng authorization for repayment... | ${ }_{31 / 2} \times 10312$ | 3,000 4,000 |
| 6868 | Remitter left-present address deslred. . . . . | $31 / 2 \times 8$ | 4,000 |
| 6869 | Internatlonal order drawn on office not international | $51 / 4 \mathrm{x} 8$ | 250 |
| 6870 | Error in coupon of draft | $51 / 4 \times 8$ | 4,000 |
| 6871 | Inspector requested to investlgate improper payment | $8 \times 101 / 2$ | 6,000 |
| 6872 | New International office-applicant advised.. | $31 / 4 \times 51 / 2$ | 500 |
| 6873 | Flle card (U. S. issue) | $4 \times 6$ | 250,000 |
| 6873 a | File card (forelgn issue) . . . . . . . . . . . . . . . | $4 \times 6$ | 50,000 |
| 6875 | Order lost-application for duplicate suggested | $8 \times 101 / 2$ | 2,000 |
| 6876 | Returning appllcation, coupon or advice to postmaster | $51 / 4 \times 8$ | 2,000 |
| 6879 | Exchange office requested to make changes in llst | 8 8 $\times 101 / 2$ | 4,000 |
| 6881 | Request to auditor for paid order ; perforated once | $41 / 2 \times 51 / 2$ | 4,000 |
| 6882 | Remittances by drafts other than national bank | 8 ¢ $\times 101 / 2$ | 4,000 |
| $6882 a$ | Remittances by checks | $8 \times 101 / 2$ | 1,000 |
| $6882 b$ | Remittances by checks or dra | $\begin{aligned} & 8 \quad \times 101 / 2 \\ & 8 \quad 101 \% \end{aligned}$ | 3,000 1,000 |
| 6883 | Remittances by checks. . . . . . . . . . . . . . . . . | $\begin{array}{ll} 8 & \times 101 / 2 \\ 8 \end{array}$ | 1,000 4,000 |
| 6883 6885 | Authorlty to remit by draft. <br> Vold list (with translation in foreign lan- <br> guage) | $\begin{aligned} 8 & \times 101 / 2 \\ 14 & \times 17\end{aligned}$ | 1,000 1,000 |
| 6885a | List of repayments authorized (with translation in foreign language) | $14 \times 17$ | 1.000 |
| 68850 | Void llst............... | $14 \times 17$ | 500 |

List of Books; Pamphlets and Forms used in Money-Order Work-Continued.

| $\begin{aligned} & \text { Form } \\ & \text { No. } \end{aligned}$ | Description. | Size. | Estimated quantity used during 4-year contract term |
| :---: | :---: | :---: | :---: |
| 6887 | Depository notified concerning newiy̆ established offices. | $8 \times 101 / 2$ | 10,000 |
| 6888 | Postmaster notified depository changed. ...... | $8 \times 101 / 2$ | 3,000 |
| 6890 | Business hours-third and fourth class offices | $8 \times 101 / 2$ | 1,000 |
| 6892 | Request to remit by draft or check on bank in city other than iocation of depository). . . . | $8 \times 101 / 2$ | 1,000 |
| 6893 | Sums for which siiver coins are legal tender. | $8 \times 101 / 2$ | 1,000 |
| 6896 | General circuiar - dupitcates and invalid orders-folded once; four pages printed; each page $8 \times 101 / 2$. | $101 / 2 \times 16$ | 4,000 |
| 6897 | General circular-domestic-folded once; four pages printed; each page $8 \times 101 / 2 . .$. | $101 / 2 \times 16$ | 16,000 |
| 6898 | Inquiry of postmaster as to disposai of order issued abroad. | $8 \times 101 / 2$ | 20,000 |
| 6899 | Application for duplicate returned to postmaster for certificate. | $31 / 2 \times 8$ | 2,000 |
| 6900 | GeDeral instructions to postmaster at newly established domestic office-folded once; printed four pages; each page $8 \times 101 \frac{1}{2}$ |  |  |
| 6906 | Gederal instructions to postmaster at newly established internationai office - folded once; printed foür pages; each page | $101 / 2 \times 16$ | 8,000 |
| 6909 | Warning card; stolen orders; $31 / 2 \times 61 / 2$; issued from two to eight times in month in 3,000 to 10,000 lots. | $101 / 2 \times 16$ $31 / 2 \times 6$ | 2,000 500,000 |
| 6910 | Reply to application for M. O. facilities.... | $31 / 4 \times 51 / 2$ | 1,000 |
| 6911 | Notice of authorlty to transact M. O. business | $31 / 4 \times 51 / 2$ | 500 |
| 6912 | Regarding stolen forms.............. | $8 \times 101 / 2$ | 500 |
| 6914 | Failure to properly describe remittance | $51 / 4 \times 8$ | 2,000 |
| ${ }_{6}^{6922}$ | Name of international offlce changed | $8 \times 101 / 2$ | 500 |
| 6924 | Name of domestic omce ction lost-instructions to postmaster. | 8 8 | 1,500 |
| 6928 | Issuing postmaster fails to respond to request for advice. | $8 \times 101 / 2$ | 1,500 |
| 6929 | Discrepancy between amounts in order and coupon |  | 1,500 500 |
| 69290 | Payee's receipt for balarce due on order. . . . . | $31 / 2 \mathrm{X} 8$ | 500 |
| 6959 | Drafts against New York credit-instruc- tions...................................$~$ | $8 \times 101 / 2$ | 2,000 |
| 6961 | Instructions concerning use of coin bags' for remittances |  |  |
| 6963 | Fiie card (record of offices) . . . . | $4{ }^{1 / 4} \times$ | 10,000 |
| 6966 | Payment delayed because of discrepancy between names. | $8 \times 101 / 2$ | 1,000 |
| 6967 | Informing postmaster that separate advice will be furnished. |  | 1,000 |
| 6968 | Compialnt of delay in payment. | $8 \times 101 / 2$ | 1,000 |
| 6969 | New York office requests postmaster to furnish special notice of repayment. . . . . . . . . |  |  |
| 6985 | Uncertified advice returned to Paris. . | $8 \times 101 / 2$ | 4,000 |
| 6986 | Exchange office notifies postmaster of discrepancy in order on France. | $51 / 4 \times 8$ | 6,000 |
| 6993 | Receipt of postmaster to predecessor for books, blanks, etc. . . . . . . . . . . . . . : . . . . . . . . | $8 \times 101 / 2$ | 80,000 |
|  | DUPLICATE AND REPAYMENT FORMS. pomestic. |  |  |
| E | Duplicate | $3 \times 73$ | 300,000 |
|  | , |  |  |
| F | Duplicate international order | $41 / 4 \times 7$ | 10,000 |
| E-1 | Duplicate French order. | $41 / 4 \times 7$ | 5,000 |
| H. | Authorization repayment internationai order. CERTIEICATES, ACKNOWLEDGMENTS, | $41 / 4 \times 7$ | 80,000 |
| 0 | Certificate of deposit. |  |  |
| O-1 | Certificate of deposit. . . . . . . . . . . . . . . . | $31 / 2 \times 8$ | 12,500,000 |
| $P$ | Acknowledgment of funds received by station from main office. | $31 / 2 \times 8$ | 12,500 |

List of Books, Pamphlets and Forms used in Money-Order Wor\%-Continued.

| $\begin{aligned} & \text { Form } \\ & \text { No. } \end{aligned}$ | Description. | Estimated quantity used during 4-year contract term. |
| :---: | :---: | :---: |
|  | REGISTERS, CASH BOOKS, ETC. REGISTERS <br> (DOMESTIC). |  |
| L | §§Domestic money orders issued- 144 leaves; $81 / 4 \times 133 / 4$ inches | 40.000 |
| M | Domestic orders paid-144 leaves; $81 / 4 \times 13 \%$ inches...... REGISTERS (COMBINED). | 20,000 |
| $\mathrm{Mr}_{\mathrm{M}}^{\mathrm{L}}$ | Orders issued (combined)-144 leaves ; $81 / 4 \times 1383 / 4$ inches. . . Orders paid (combined)-144 ieaves ; $81 / 4 \times 133 / 4$ inches... | 16,000 8,000 |
|  | CASH BOOKS. |  |
| N | 88 Domestic offlce; 144 ieaves; $81 / 4 \times 133 / 4$ inches | 50,000 |
| N1 | International office; 144 leaves; $81 / 4 \times 133 / 4$ inches | 20,000 |
| N3 | Depositorles; 240 leaves; $81 / 4 x_{13} 13 / 4$ inches.............. | 1,800 |
|  | SPIDCIAL RECORDS. |  |
| Q | Register of deposits received, at office which is a depository for its stations only; 144 leaves; $81 / 4 \times 133 / 4$ inches. | 50 |
| S | Record of applications for duplicates of domestic orders; 100 leaves; $103 / 4 \times 173 / 4$ inches. | 800 |
| y92 | Daily report by superintendent of transactions Money Order Division; 144 leaves ; $81 / 4 \times 133 / 4$ inches........... | 25 |
| zZ1 |  | 15 |
|  | BLOTTERS, REGISTRY RECEIPTS, ETC. |  |
| mm | Receipts of foreign branch for bags of lists; 500 leaves; $63 / 4 \times 1 / 4$ inches. | 4 |
| $\mathrm{mm} /$ | Receipts of registry department for bags of lists; 500 leaves; $63 / 4 \times 81 / 4$ inches | 3 |
| J | Biotters; used for figuring purposes by teliers; no text, printed ruie; 300 leaves; $81 / 4 \times 133 / 4$ inches............... | 4,000 |
|  | PRESS-COPY BOOKS. |  |
| X | For money-order statements and memorandum of remittances; 500 leaves; $93 \times 143 / 4$ inches. | 14,000 |
| X1 | For exchange lists; 500 ieaves ; $15 \times 20$ inches.......... | 1,500 |
| X 2 | For exchange ilsts; 500 leaves; $18 \times 23$ inches .......... | 100 |

## REGISTERS OF MONEY ORDER OFFICES.

## Domestic-Size of page, $5 \frac{3}{4} \times 91 / 4$.

About 250 pages; edition of about 60,000 copies annuaily.
List of International M6ney Order Offices-Size of page, $73 \times 10$.
Edition of not less than 12,000 copies.

## DESCRIPTION OF THE METHODS EMPLOYED IN THE OFFICE OF THE AUDITOR FOR THE POST OFFICE DEPARTMENT IN THE AUDIT OF MONEY ORDER ACCOUNTS.

The sudit of money order accounts presents a radically different problem from that encountered in any other class of government transactions, due to the fact that money orders are valid for payment for 12 months from the last day of the month of issue. It follows, therefore, that a postmaster's money order account cannot be finally audited until all orders issued by him have either been presented for payment and returned as vouchers or become invalid by lapse of time.

Postmasters' lists of money orders paid are audited as soon as received, and the monthly account current, except the items of money orders issued and fees collected, as soon as the certificates of deposit showing remittances of surplus money order funds are received from the various depositary offices.

At the close of the fiscal year 1914 there were 55,055 money order offices, which prepared and forwarded to the Auditor for the Post Office Department during the year approximately 720,000 money order accounts, accompanied by $105,703,325$ paid money orders as vouchers. There are four separate operations incident to the audit of the accounts, as follows:
(1) Paid Lists-The verification of the correctness of the credits claimed by the postmaster who paid the money orders and sends them to the Auditor as vouchers.
(2) Assorting-The re-assembling of the perforated cards representing the paid money orders into States and post offices where issued, and their arrangement in numeral sequence for use in verifying issued lists.
(3) Issued Lists-The verification of the correctnoss of the amounts charged by the postmaster who issued the orders and received the money from the purchasers.
(4) Monthly Accounts Current-The stating of all items of debit and credit and their entry on the money order account journal, and the final analysis of the balance and preparation of a statement of differences for the postmaster.

## The Electrical Accounting System.

The foundation of this system is a small card in which the particulars of paid money orders are recorded by means of punched holes. Four types of machines are used, viz.:
(1) Electrical Card Perforator-A small electric-driven machine provided with 12 perforators controlled by means of keys, used
for transcribing the office number, serial number, amount, fee, month of issue, and identification symbol from paid money orders to small cards by means of punched holes. The operatives engaged on this class of work average 3,000 cards per day.
(2) Electrical Tabulator-A large electric-driven adding machine which automatically accumulates and registers the particulars recorded in the punched cards. The cards are automatically fed to the machine through a large hopper or magazine at the rate of 150 to 175 cards per minute. Stop cards are inserted by the operatives which automatically stop the machine at the end of each colum in order that totals may be taken and copied on the postmaster's paid list. Allowing for necessary stops to take totals, etc., the operatives engage in tabulating average 45,000 cards per day.
(3) Electrical Assorter-An electric-driven machine which automatically assembles the perforated cards in any desired sequence or arrangement. The machine operates at the rate 250 to 300 cards per minute, but allowing for necessary stops, the operatives average about 100,000 cards per day.
(4) Electrical Journalizer-A special machine equipped with cross tabulating carriage, vertical totalizers and special cross footer device so arranged as to cross total debit items and subtract credit items. . This machine journalizes the various items of debit and credit, calculates the balance due to or from the United States on each account, and summarizes the various items of receipt and disbursement entered on each sheet, properly classified as required by the provisions of the Postal Appropriation Act.

Postmasters' accounts and accompanying money orders are received in the Mail Room, opened, placed in tabulating boxes each having a capacity of about 5,000 money orders, and sent directly to the electrical card perforators, where the particulars of each order are recorded by means of punched holes in small tabulating or auditing cards.

The boxes of completed work are then sent to the electrical tabulators, where the totals of the cards representing the orders listed in each column are obtained from the machine and entered on the postmaster's list for final verification by the examining clerk.

The machine totals as entered by the tabulator may differ from the postmaster's totals, due to errors by the postmaster in entering the money orders on his list, totaling the columns, or errors made by the card perforators in punching the cards. The examining clerks compare each machine total with the postmaster's figures and in case of discrepancy locate and correct the error.

After final verification the money orders are sent to the files in packages containing approximately 3,000 orders each, the paid lists
to the stating clerks for credit in postmasters' accounts current, and the auditing cards are retained for subsequent use in verifying postmasters' lists of money orders issued.

As money orders are valid for payment for 12 months from the last day of the month of issue, it is necessary to defer the verification of the issued lists until a majority of the money orders issued in a given period have been presented for payment and forwarded to the Auditor as vouchers. The auditing cards previously used in the verification of paid lists are sent to the electrical assorters and assembled by States and post offices of issue, and arranged in numerical sequence. The cards are next sent to, the electrical tabulators and column totals obtained in precisely the same manner as followed in the case of the paid lists. After tabulation the cards and accounts are sent to the issued examining clerks for final andit and the preparation of statements of differences to postmasters.

It will thus be seen that the perforated cards which represent the paid money orders are twice subjected for verification and each time reviewed by a different examining clerk.

In cases where a money order has not been presented for payment at the time of making the auidit a card of different color (blue) is punched from the particulars obtained from the issuing postmaster's statement. If the outstanding money order is subsequently presented for payment and forwarded to the Auditor as a voucher the blue card is used for verifying the correctness of the payment. Should any difference exist between the outstanding card and the money order the matter is taken up and proper adjustment made in the account of either the issuing or paying postmaster.

At the end of each year all blue cards, representing outstanding money orders more than one year old, are tabulated and the amount certified to the Postmaster General for covering into the Treasury of the United States for the service of the Post Office Department, to be used as current revenue.

Postmasters are not permitted to pay money orders which are presented after 12 months from the last day of the month of issue. Application for payment by settlement warrant is made and referred to the Auditor for the Post Office Department, who compares the application with the particulars appearing on the blue card representing the outstanding order, and if found correct certifies the case to the Postmaster General for payment by settlement warrant.

Postmasters' monthly money order accounts and all accompanying vouchers, certificates, lists and abstracts, are assembled and alpbabeted by States and post offices in the Current Files Section.

As soon as all vouchers are at hand so the audit can be commenced, the accounts are placed in small boxes each containing about fifty, and
sent to the stating clerks, who examine and verify each item of debit and credit, but do not total or balance the accounts.

The boxes of stated accounts are then sent to the journal clerks, where by means of the special machines the various items of debit and credit are journalized, the balance due to or from the United States calculated, and the receipts and disbursements summarized by receipt and disbursement titles, as required by law.

The boxes of work containing the accounts, vouchers, etc., and journal sheets, are then sent to the Settlement Section, where the balances are analyzed and all items of difference located and verified, and statements of differences prepared for postmasters.

At the end of each quarter the totals of the journal sheets are summarized by States and Territories and then consolidated so as to show the entire receipts and disbursements of the money order service.

## FINANCIAL CONDITION.

Following is a statement showing the resources and liabilities of the money-order service on June 30, 1913, and June 30, 1914, as reported by the Auditor for the Post Office Department. For comparative purposes the increase and decrease in each item reported is given.
TABLE 3.-Statement showing the resources and liabilitites of
TABLE 3.-Statement showing the resources and liabilities of the United States postal money-order service on June s0, 1918, and June so,

| ITEMS. | $\begin{aligned} & \text { Balance June } \\ & \quad 30,1913 . \end{aligned}$ | Increase. | Decreasc. | $\begin{gathered} \text { Balance June } \\ 30,1914 . \end{gathered}$ |
| :---: | :---: | :---: | :---: | :---: |
| Resources. |  |  |  |  |
| Funds deposited in United States T |  |  |  |  |
| Assistant Treasurer of the United States at New York. | \$2,960,294:69 |  | \$1,168,008.02 | \$1,792,286.67 |
| Assistant Treasurer of the United States at Chlcago. | 11546,000.00 | \$450,000.00 | \$1,168,008.02 | 1,998,000.00 |
| Funds in the custody of postmasters................ | 11,533,844:98 |  | 325,507.00 | 11,208,337.98 |
| Balance due from the Postal Service on account of transfer of fuu | 1,284,881:84 | 365,032.36 | - | 1,649,914.20 |
| Balances due from forelgn countries... | 2,750,146.39 | , | 235,147.19 | 2,514,999.20 |
| Total. | \$19,075,167.90 | \$815,032.56 | \$1,728,662.21 | \$18.1 61,538.05 |
| Liabilities. |  |  |  |  |
| Drafts on the postmaster at New York outstanding. | \$266,264.94 |  | \$166,048.61 | \$100,216.33 |
| Drafts on the Assistant Treasurer of the United States at New York outstanding | 1,150,000.60 |  | 650,000.00 | 500,000.00 |
| Balances due foreign countries. . . . . . . . . . . . . . . . . . . . . . . | 2,743,805.30 |  | 79,532.88 | 2,664,272.42 |
| Balance due the postai service on account of revenue from money-order husiness | 4,042,310.87 |  | 1,407,367.43 | 2,634,943.44 |
| Balances due postmasters......... | 105,039.06 | 274,728.71 |  | 379,767.77 |
|  | 8,201,159.08 | 1,369,818.74 |  | 9,570,977.82 |
| International money orders certified to the United States and not paid. | $555,738.59$ $678,616.03$ |  | 245,259.98 | $310,478.61$ 655760.69 |
| Amounts recelved from forelgn countrles on account of international money orders to be repaid by the United States. <br> Balances July 1, 1908 (excess of resources over liahlities)......................... | $\begin{array}{r} 6,677.94 \\ 1,325,556.09 \\ \hline \end{array}$ | 12,886.94 | 22,85..34 | $\begin{array}{r} 19,564.88 \\ 1,325,556.09 \end{array}$ |
| Total. | \$19,075,167.90 | \$1,65̄7,434.39 | \$2,571,064.24 | \$18,161,538.05 |

## VOLUME AND CLASSIFICATION OF TRANSACTIONS

The following tables, showing in various ways the volume and classification of money-order transactions, have been prepared with a view to their use as a ground for induction or inference. The Auditor for the Post Office Department maintains accounts with the fiscal agents and foreign governments by and with whom money-order business is transacted. The transactions covered by these accounts for the fiscal year ended June 30, 1914, as classified, stated and reported by the Auditor, are given in the first table. In the tables which follow certain items, together with other related data, are subdivided, analyzed and arranged in various ways to facilitate the uses for which they are intended.

Table 4 is a statement of transactions with the fiscal agents and foreign governments by and with whom money-order business is transacted, from July 1, 1913, to June 30, 1914, classified according to transactions of like character.

Table 5 is a statement of the number and value of money orders issued and paid at all offices, excess of issues over payments or payments over issues, fees received, compensation of assistant postmasters and clerks at first and second-class offices (including clerks at contract stations), and commissions allowed postmasters at third and fourth-class offices, from July 1, 1913, to June 30, 1914, by class of offices, with percentages and averages.

Table 6 is a statement of the number and value of money orders issued and paid at all classes of offices, and excess of issues over payments or payments over issues, from July 1, 1913, to June 30, 1914 , by States.

Table 7 is a statement of the number and value of the money orders issued and paid at first-class offices, excess of issues over payments or payments over issues, fees received, and compensation of assistant postmasters and clerks (including clerks at contract stations), from July 1, 1913, to June 30, 1914, by States.

Table 8 is a statement of the number and value of money orders issued and paid at second-class offices, excess of issues over payments or payments over issues, fees received, and compensation of assistant postmasters and clerks (including clerks at contract stations), from July 1, 1913, to June 30, 1914, by States.

Table 9 is a statement of the number and value of money orders issued and paid, excess of issues over payments or payments over issues, fees received, and compensation of assistant postmasters and clerks (including clerks at contract stations), from July 1, 1913, to June 30,1914 , at the 100 offices paying the largest number of orders, arranged in the order of their rank.

Table 10 is a statement of the number and value of money orders exchanged between the United States and "domestic basis" foreign countries, and the excess of payments in foreign countries or the excess of payments in the United States, from July 1, 1913, to June 30, 1914, by countries.

Table 11 is a statement of the number and value of money orders exchanged between the United States and "international basis" foreign countries, and the excess of certifications for payment in foreign countries, or the excess of certifications for payment in the United States, from July 1, 1913, to June 30, 1914, by countries.

TABLE 4.-Statement of transactions with the fiscal agents and foreign governments by and with whom money-order business is transacted, from June 1, 1913, to Jwne 30,1914 , classified according to transactions of like character.

| Postmasters- |  |  |
| :---: | :---: | :---: |
| Debits: |  |  |
| Domestic money orders issued. | \$677,908,573.58 |  |
| Internationai money orders issued_-_---- \$91,285,920.10 |  |  |
|  |  |  |
| Fees collected for issuing domestic money orders.-. | $\begin{array}{r} 90,967,341.74 \\ 6,051,992.53 \end{array}$ |  |
| Fees collected for issuing international money orders. | 1,333,695.67 |  |
| Exchange received from foreign countries as payments |  |  |
| on account | 14,023,8 |  |
| Deposits of smrpius funds received from postmasters- | 694,337,198.42 |  |
| Drafts drawn on the postmaster at New York | 36,068,882.99 |  |
| Drafts drawn on the assistant treasurer United States |  |  |
| at New York | 76,951,766.23 |  |
| Funds transferred from the postal acconnt-...------- | \$,659,344.74 |  |
| Miscellaneous receipts | 366.37 |  |
| Balances due late postmasters closed to "suspense"-- | 230.48 |  |
| Adjustment transfers | 74,810.85 |  |
| Coilection orders | 25,847.75 |  |
| Balances paid late postmasters | 8,166.73 |  |
| Credits: |  |  |
|  | \$688,500,569.29 |  |
| Certified international money orders paid <br> and repaid $\qquad$ $\$ 13,053,296.33$ |  |  |
| Certified orders repaid.-.-.-.--- \$271,860.52 |  |  |
| Uncertified orders repaid_----- 46,717.81 |  |  |
| 318,578.36 |  |  |
| Commissions allowed postmasters for issuing money orders $\qquad$ | 1,783,406.28 |  |
| Losses by burglary, ftre, and other unavoidable cas- |  |  |
| ualties burglary, wr, and other uavolable | 19,662.93 |  |
| Losses by bad debts, etc., late postmasters' accounts. | 3,308.84 |  |
| Losses by compromise debts, late postmasters' ac- |  |  |
| counts - | 484.20 |  |
| Exchange purchased and remitted to foreign coun- |  |  |
| tries as payments on account | 79,634,320.90 |  |
| Funds transferred to the postal account | 9,024,377.10 |  |
| Revenue from money-order business transferred to postal revenue $\qquad$ | 7,165,877.38 |  |
| "Unpaid money orders more than 1 year old" trans- |  |  |
| ferred to postal revenue | 580,888.85 |  |
| Deposits of surplus funds made by postmasters.-.- | 694,337,198.42 |  |
| Money-order funds deposited with the assistant treasurer United States, Chicago | 26,450,000.00 |  |
| Money-order funds deposited with the assistant treas- |  |  |
|  | 50,433,758.21 |  |
| Drafts paid by the postmaster at New York | 36,234,931.60 |  |
| Adjustment transfers | 74,810.85 |  |
| Collection orders | 25,847.75 |  |
| Baiances paid late postmasters | 8,166.73 |  |

TABLE 4.-Statement of transactions with the fiscal agents and forefgn governments by and with whom money-order business is transacted, from June 1, 1913, to June 30, 1914, classified according to transactions of like character.-Continued.

United States Treasury Depositories-
Debits:


Credlts:
Postmaster General's drafts
$\begin{array}{lll}\text { Postmaster General's drafts } \\ \text { paid } \\ 77,601,766.23 & & 77,601,766.23\end{array}$
Tranafers to New York. .........000,000.00 $26,000,000.00$
Foreign Governments-
Deblts:
Credit allowed the United States for payment of money orders issued in "domestic basis" foreign countries
Credit allowed the United Statea for international money orders certified by foreign countrles, less repaid and void
$\$ 23,220,211.93$

12,489,457.99
Credit allowed the United States for repaid and void International money ordera

284,747.46
Credit allowed the United States for remittances on account

Iona allowed the United States for the payment of foreign money orders
Gain on foreign exchange-
44,713.86
421,768.43

76,443.86
116,493,308.40
Credits:
Credit allowed forelgn countries for the payment of United States domestic money orders
$\$ 10,677,508.63$
Credlt allowed.foreign countrlea for United States international money orders certified for payment...
Credit allowed foreign countries for remittances on account $\qquad$ Commissions allowed foreign countries for payment of United States money orders

91,262,057.60
$14,345,517.53$

Incldental expenses
363,068.46

770.54
$\$ 102,883,758.21$
$79,955,964.92$

116,648,922.76
Total
$\$ 3,653,052,174.54$
TABLE 5.-Number and value of money orders issued and paid at all offices, excess of issues over, payments or payments over tssues, tees received,
compensation of assistant postmasters and clerks at first and second class offices (including clerks at contract stations), and commissions allowed postcompensation of assistant postmasters and clerks at first and secona class ojf, by class of offce, with percentages and averages.

| CLass | MONEY ORDERS ISSUED |  |  |  |  |  | MONEY ORDERS PAID |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Total |  | Domestic |  | International |  | 'Total |  | Domestic |  |
|  | Number | Value | Number | Value | Number ${ }^{\text {a }}$ | Value - | Number | Value | Number | Value |
| Total <br> First Second 'I'hird Fourth $\qquad$ $\qquad$ | 108,633,541 | \$769,194,493.6S | 104,736,717 | \$677,908.573.58(a) | 3,896,824 | \$91,285,920.10(b) | 105,703,325 | \$701,553,865.62 | 105,211,688 | \$688,500,569.29(c) |
|  | 30,129,555 | 276.853.936.94 | 27,268,358 | 215,194,536.86 | 2,861.197 | 61,659,400.08 | 84,896,888 | 534,457,355.86 | 81,501,144 | 524,901,595.50 |
|  | 19,446,379 | 134,193,684.54 | 18,835,473 | 117,823, 401.99 | 510,906 | 16,370,282.55 | 10,427,838 | $74,224,318.33$ | 10,371,736 | $\begin{aligned} & 72.490 .547 .39 \\ & 50,625,139.67 \end{aligned}$ |
|  |  | 160,365.462.67 | $\} 58,632.586$ | $149,004,711.16$ $195,88,923 . \overline{7} 7$ | - 424,721 | $11.360,751.51$ $1,895,485.96$ | \} 10,378,599 | $\mathbf{5 2 , 1 7 8 , 1 4 . 9 . 3 0}$ $40,694,012.13$ | ; $10,338,808$ | $50,620,139.67$ $40,478,286.68$ |
|  | 59,057,607 | 197,781,409.53 | \} 58,632.886 | 195,885,923.5̄7 | ) 424,21 | 1,895,485.96 | 10,078,500 | 40,694,012.13 | , 10,338,808 | 40,47,28.6. |


| CLASS | Money orders paid (Cont.) |  | Excess of issues over payments | Excess of payments o per issues | Fees amceiving. |  |  | $\begin{aligned} & \text { Compensation } \\ & \text { and } \\ & \text { commisslons } \end{aligned}$ |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | International |  |  |  |  | Domestic | International |  |
|  | Number | Value |  |  |  |  |  |  |
| Total | 491,637 | \$13,00̄3,296.33(b) | \$325,244.046.98 | \$257,603,418.92 | \$7,385,688.20 | \$6,051,992.53 | \$1,333,695.67 | 86,057,438.68(d) |
| First | 395,744 | 9,555,760.31 |  | 257,603,418.92 | 2,587,470.78 | $1,672,821.00$ $1,049,48+86$ | 914,649.78 | $\begin{array}{r} 2,769,859.78(\mathrm{~d}) \\ 1,504,172.62 \end{array}$ |
| Second Thlrd | - 56,102 | 1,728,800.94 | $59,969,336.21$ $108,187,313.37$ | ---.---------- | 1,269,715.37 | $1,049,484.86$ $1,495,656.62$ | $\begin{aligned} & 220,230.51 \\ & 167,437.30 \\ & 9 \end{aligned}$ | $1,504,172.62$ |
| Fonrth | -39,701 | 1,215,725.45 | 157,087,397.40 |  | 1,865,408.13 | 1.834,030.05 | 31,378.08 | 1,783,406.28 |
| (a) Credits allowed forelgn countrles in fiscal year 1914 for payments of Unlted States domestlc m <br> (b) Valne of lnternatlonal orders repaid and void. $\$ 318,578.36$. <br> (c) Credlt allowed United States in fiscal year 1914 for payment of money orders issued in "dom <br> (d) Does not include exchange office work at New York Clty Post Office. |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |

T.1BLE 5.-Number and value of money orders issued and paid at all offices, excess of issues over payments or payments over issues, feeb received,


| CLASS |  |  |  |  |  |  | PER CENT OF ALI, OfFICES |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Number of orders issued |  |  | Vaiue of orders issued |  |  | Number of orders paid |  |  | Value of orders paid |  |  | Fees received |  |  |
|  | Totai | Domestic | Internaz tional | Total | Domestic | International | Totai | Domestic | $\left\lvert\, \begin{gathered} \text { Interna- } \\ \text { tional } \end{gathered}\right.$ | Total | $\underset{\text { tic }}{\text { Domes- }}$ | $\left\lvert\, \begin{gathered} \text { Interna } \\ \text { tional } \end{gathered}\right.$ | Total | Domest1c orders issued | International orders issued |
| Total | 100.01 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | $100.00$ | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 | 100.00 |
| First | 27.74 | 26.04 | 73.42 | 35.99 | 31.74 | 67.55 | 80.32 | 80.32 | 80.50 | 76.18 | 76.24 | 73.20 | 35.03 | 27.64 | 68.59 |
| Second | 17,90 | 17.98 | 15.68 | 17.45 | 17.38 | 17.93 | 9.86 | 9.86 | 11.41 | 10.58 | 10.53 | 13.25 | 17.19 | 17.34 | 16.50 |
| Third | $)^{17.36}$ | ) | ) 10.00 | 20.85 | 21.98 | 12.45 | $\} 9.86$ | \} 9.89 | $\} 8.09$ | 7.44 | 7.35 | 11.90 | 22.52 | 24.71 | 12.56 |
| Fourth | \} 54.36 | $\} \overline{0} 5.98$ | ) 10.90 | 25.71 | 28.90 | 2.07 | \} 9.82 | \} 9.82 | ¢ 8.09 | 5.80 | 5.88 | 1.65 | 25.26 | 30.31 | 2.35 |


TABLE 6.-Number and value of money orders issued and paid at oll elasses of offices, and eavess of issues over pay-
ments or payments over issues, from July 1,1913 , to June 30,1914, by States.

| STATE | MONEY ordeas issuen |  | Money orners paid |  | Excess of issues over payments | Excess of payments over issues |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | Number | Value | Number | Value |  |  |
| Total | 108,633,541 | \$769,194,493.68 | 105,703,325 | \$701,553,865.62 | \$220,642,498.21 | \$153,001.870.15 |
| Alabama | 2,008,235 | 10,542,964.31 | 776,994 | 5,309.366.72 | 5,233,597.59 |  |
| Alaska | 542,428 | 2,845,985.34 | 17,060 130,840 | 686,594.79 | 2,159,390.64 |  |
| Arkansas | 1,965,440 | 9,044,867.91 | 827,407 | 4,658,509.45 | 4,386,358.46 |  |
| California | 4,653,981 | 43,320,806.06 | 3,105, 807 | 34,015,082.52 | 9,305,723.54 |  |
| China | 4,613 | 71,504.48 | 2,897 | 56,926.68 | 14,577.80 |  |
| Colorado | 1,508,650 | 11,114,319.03 | 1,000,555 | 8.522,937.86 | 2,591,381.17 |  |
| Connecticut | 1,205,276 | 12,398.572.05 | 620.568 | $5,969,995.73$ | 6,428,576.32 |  |
| District of Columbia | 313,302 | 2,582,056.63 | 727,637 | 3,919,577.09 | 425,719.00 | 1,337,520.46 |
| Fiorida | 1,621,141 | 8,413,293.76 | 1,264;727 | 7,120,873.77 | 1,292,419.99 | 1,38, |
| Georgia | 2,526,506 | 12,428,826.29 | 1,420,382 | 7,698,714.95 | 4,730,111.34 |  |
| Hawali | 1066,889 | 3,149,732.47 | 74.161 | 1,602,194.30 | 1,547,538.17 |  |
| Idaho | 763,364 6,623468 | 5,731,255.75 | 198,485 | 2,100.901.99 | 3,630,353.76 |  |
| Indirua | 6,623,468 | 48,100,220.55 | $26,216,509$ $2,042,386$ | 138,458,854.49 | 5,345,826.40 | 90,358,633.94 |
| Lowa | 3,433,900 | 19,389,239.87 | 1.959,053 | 10,451,867.51 | 8,937.372.36 |  |
| Kansas | 2,278,0̄77 | 11,098,316.05 | 1,005,428 | 6,263,696.62 | 4,834,619.43 |  |
| Kentucky | 1,433,505 | 7,224,262.80 | 954,532 | 5,529,762.78 | 1,701,500.02 |  |
| Loulsiana | 1,565,861 | 9,041,124.28 | 1,095,361 | 6,906,270.24 | 2,134,854.04 |  |
| Maryland | 801,885 | 5,783,389.47 | 628,344 | 4,936,787.36 | 846,602.11 |  |
| Massachusetts | 3,438,087 | 30,785,548.20 | 3,964.854 | 26,262,072.68 | 4,523,475.52 |  |
| Michigan | 4,848,190 | 34,055,361.f2 | 3,353,298 | 22,859,326.27 | 11,196,035. 35 |  |
| Mississippi | $\begin{aligned} & \mathbf{2}, 040,814 \\ & 3,285,085 \end{aligned}$ | $\begin{array}{r} 9.891,106.54 \\ 17.334,077.66 \end{array}$ | $\begin{array}{r} 549,388 \\ 5,073,676 \end{array}$ | $\begin{array}{r} 3,732,832.99 \\ 26,728,775.64 \end{array}$ | 6,158,273.55 | 9,394,697.98 |
| Montana | 1,205.779 | 11,064,814.01 | - 315.523 | 3.924,251.05 | $7,140.562 .96$ | 9,001,607.08 |

TABLE 6.-Number and value of money orders issued and paid at all classes of officed, and eacess of issues over pay-

TABLE 7．－Number and value of money orders issued and paid at first class offices，excess of issues over payments or payments over issues， fees received，and con
30,1914, by States．

| Compensation |
| :---: |
| of asslstant |
| postmasters |
| and clerks |
| $\$ 2,769,859.78$ |




| Fxcess of | Fees |
| :---: | :---: |
| payments | received |
| over issues |  |


|  |
| :---: |
|  |  |
|  |  |
|  |  |

Excess of
issues ovel
payments








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## धயロपษाV

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Califo
Connecticut
Delaware
Florida
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isiana
Kansas
Loulsiana
Maryland
Massachusetts
Michigan－T－－
E
Montana
Nebraska
New Hampshlre
New Mexico－．
New Jersey
North Carolina
North Dakota
Ohio－．．．．．．．．．．
Oregon－
Porto Rico－－
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South Dakota
Tennessee－
Utah
Vermont
Wirginia－－－
West Virginia
Wisconsin
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$\$ 74,224,348$


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Nomerbe same basic data for all first and second ciass offices is available for the uses of the committee





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TABLE 10.-Statement of the number and value of money orders exchanged betwecn the United States' and "domestic basis" foreign countries, and the eacess of payments in foreign countries or the excess of payments in the United States, from July 1, 1913, to June 30, 1914, by countries.

| Countries. | United States domestlc orders paid in foreign countries. |  | Foreign domestic orders paid in the United States. |  | Excess paid in t'oreign countries. | Excess paid in United States. |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | No. | Value. | No. | Value. |  |  |
| Antigua | 2,120 | \$21,392.39 | 366 | \$3,811.69 | \$17.580.70 |  |
| Baheinas |  | 10,161.47 | 2,041 | 18,242.73 |  | \$4,081.26 |
| Barbados | 33,076 | 353.784 .04 | 1.338 | 17,017.95) | 336,766.03 |  |
| Bermada | 1.246 | 23,329.97 | 3, ${ }^{2} 21$ | 53,707.56 |  | 30.377.59 |
| British Guiana | 2,269 | 27,092. 17 | 3,395 | 17,447.03 | 9,644.64 |  |
| British Hauduras | 175 | 2,212.56 | - ${ }^{\mathbf{5}, 479}$ | 55,730.34 |  | 53,517.78 |
| Canada | 512,430 | 7,056,694.12 | 1,782,795 | 15,034,776.50 |  | 7,978,0S2.38 |
| Canal Zone | 3,951 | 88,533.43 | 186.644 | 3,744,183.79 |  | 3,65̄̄.650.36 |
| Cuba | 23,000 | 403,051.06 | 92,720 | 984,387.39 |  | 581,336.33 |
| Dominica | 204 | 2,547.82 | 276 | 2,693.13 | 406.49 | 551.80 |
| Grenada | 3,0허 | 38,694.71 | 774 | 10,102.20 | 28,592.51 |  |
| Jamalca | 28,835 | 361,180.55 | 3,281 | 48.925.45 | 312,255.10 |  |
| Martinique |  | 725.66 |  | 290.62 | 435.04 |  |
| Mexico' | 69,531 | 1,748,310.31 | 23,076 | 1,100,028.60 | 648,281.71 |  |
| Montserrat | 904 | 10,877.46 | 118 | 4,624.37 | 6,253.09 |  |
| Nevis | 480 | 8.008.10 | 31 | 462.41 | 7,545.64 |  |
| Newfoundland | 5.702 | 136,964.71 | 10.082 | 93,979.44 | 46,070.53 | 5,080.26 |
| Philippine Islauds | 10,741 | 273,268.62 | 72,830 | 1,987,288.19 |  | 1,114,019.ลิ |
| St. Kitts | 856 | 14,59'. 33 | 106 | 818.43 | 13,778.90 |  |
| St. Lucis | 1,150 | 14.234.62 | 424 | 4,468.84 | 9,765.78 |  |
| St. Vincent | 2,578 | 34.352 .69 | 291 | $2,629.36$ | 31,723.33 |  |
| Trinidad --- | 4,777 | 47,162.62 | 4,815 | 28,369.49 | 18,793.13 |  |
| Virgin Islands | 39 | 327.22 | $10^{\circ}$ | 4,225.92 |  | 3,898.70 |
| Total exchanged on the domestic basis $\qquad$ | 707,790. | \$10,677,50¢.63 | 2.134.501 | \$23.220,211.93 | \$1,487.842.73 | \$14.030,596 |

TABLE 11.-Statement of the number and value of money orders exchanged between the United States and "international basis" foreign countries, and the excess of certiflcations for payment in foreign countries, or the excess of certifications for pasment in the United States, from July 1, 1913, to June 30, 1914, by countries.

| Countries. | International orders certified for payment in foreign countries. |  | International orders certified for payment in the United States. |  | Excess certified by the United States. | Excess certified by foreign countries. |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | No | Value. | No. | Value. |  |  |
| Austratia | 6,520 | \$123,538.25 | 18.723 | \$197,8:34.47 |  | 874,296.22 |
| Austria | 481,295 | 10,393.759.45 | 34,990 | 1,827,761.30 | \$8.265,098.1. |  |
| Belgium | 38,763 | 986,337.50 | 8.052 | 238.873 .36 | 747,464.14 |  |
| Bollvia | 81 | 1,388.84 | 373 | 3.245 .28 | , | 1. 856.44 |
| Chile | 431 | 8,822.23 | 4,774 | 35,974.03 |  | 27,151.80 |
| Costa Rica | 149 | 2,164.48. | 1,727 | 13,427.15 |  | 11,262.67 |
| Denmarlis | 41.303 | 603.458.26 | 6,096 | 137,709.90 | $46 \overline{5} .749 .3 \overline{6}$ | 11,20.61 |
| Egypt | 1,923 | 40,687.97 | 1,917 | 23,085.34 | 17,602.63 |  |
| France | 106,971 | 1,501.480.89 | 17,333 | 270,453.98 | 1,231.020.91 |  |
| Germany | 306,269 | 4,635,404.20 | 74,220 | 2,055,782.22 | 2,579.621.98 |  |
| Great Britai | 1,014,450 | 13,180,784,53 | 147,128 | 1,973.469.22 | 11,216,315.31 |  |
| Greece | 83,449 | 3,525,621.78 | 421 | 10,459.63 | 3,515.162.15 |  |
| Honduras |  | 963.81 | 378 | 9,717.11 |  | 8,753.30 |
| Hongkong | 1,789 | 38,597.47 | 726 | 5.624.91 | $32,972 \overline{56}$ | ,203.30 |
| Hungary | 263.285 | 8.851,991.54 | 27,929 | 1,728,324.03 | 7,123,667.52 |  |
| Italy | 600,599 | 22,124,768.92 | 27298 | 1,572,751.06 | 20.552,017.86 |  |
| Japan | 119,662 | 3,933,436.29 | 9,002 | $148.718 .6 \pi$ | 3, ${ }^{\text {8 }} 4.717 .62$ |  |
| Luxember | 155 1.470 | -6,998.75 | 338 369 | 4,796.25 | 2.202 .50 |  |
| Netherlands | 36,65\% | 426.238 .90 | 7.081 | 19,405.04 | 14.963.38 |  |
| New Zealand | 2,234 | 50,062.98 | 13.590 | 135.786 .33 |  | 85,723.35 |
| Norway | 112,733 | 2,441,956. 37 | 7,907 | 203,656.58 | 2,238,299,79 |  |
| Peru | 258 | 5,187.95 | 2,094 | 25,573.04 |  | 20,385.0? |
| Portugal | 1,108 | 18.197.50 | 805 | 14,889.86 | 3,316.64 | 20,835.0. |
| Russia | 546,775 | 13,460, 839.02 | 22.693 | 993,158.92 | 12,467,680.10 |  |
| Salvador |  | 1.509.41 | 280 | 1.464.83 | 12,467 44.58 |  |
| Sweden -- | 211,107 | 3,856,657.39 | 13,485 | 568,857.86 | 3,287,794.53 |  |
| Switzerland | 59,0\%5 | 952,659.89 | 8. 257 | 169,613.38 | 783,046.51 |  |
| Dnion of South | 2,351 | 43,506.64 | 7.402 | 86.068.91 | 783,010.51 | 42.362 .27 |
| Uruguay | 81 | 1,667.97 | 411 | 3,836.70 |  | 2,168.73 |
| Total exchange the internati basis $\qquad$ | 3,941,035 | \$91.262,057.60 | 46 |  |  |  |

## COST OF AND RETURNS FROM THE OPERATION OF THE MONEY-ORDER SERVICE.

The revenue arising from the transaction of money-order business is derived principally from the fees charged for the issue of money orders and the gain on the purchase of foreign exchange. The gross revenues are charged with certain items directly related thereto in the nature of commissions on business transacted, and with losses of money-order funds due to fire, burglary, bad debts, etc. The difference or net proceeds, under the provisions of sec. 4050 , R. S., (sec. 103, P. L. and R. of 1913) is paid over to the postal revenues and included with postal receipts under the head of "revenue from moneyorder business."

Taking the money-order service as a whole, however, the net proceeds so paid over do not indicate that it has been conducted at a profit. Aside from the revenue charges above mentioned and the cost of administration and audit of accounts at Washington, all expenditures for the maintenance of the system are by requirement of law paid directly from the postal revenues. The service is administered as a part of the postal establishment and with few exceptions those employed on its operations are not separately appropriated for. For the purpose of determining whether or not it is run at a profit or a loss all items of expenditure that have to do with the conduct of the system should be set against the net proceeds covered into the postal revenues.

The procedure by which the expenses of the service are provided for, charges fixed and collected, and accounts audited and stated, is governed by the following sections of the Postal Laws and Regulations of 1913. References in italics are to sections embodying United States statutes.

## revenues:

Fees for domestic money orlers, sec. 1128, par. 1.
Rates of exchange, international service, sec. 1180.
Fees for international money orders, sec. 1189, par. 1.
Disposition and classification of net proceeds, sec. 103.

## expenses:

Money-order fees not included as a part of the gross receipts of an office in adjusting postmaster's salary. Note to sec. 270.
Salaries of postmasters, as fixed by law, full compensation for money-order business, sec. 275.
Postmasters at third and fourth-class offices allowed a commission of three cents for each money order issued, sec. 1254.

See also sec. 1118 embodying certain statutes and relating to allowance for clerks at other than first and second class offices.

Allowance for clerical services at first and second class offices, sec. 1118.
Expenses of international service, sec. 1180.

## LOSSES OF MONEY-ORDER FUNDS:

Postmaster General authorized to allow credit for certain losses, sec. 150.

## INVALID MONEY ORDERS :

Not to be paid at offices upon which drawn, or at office of issue, after one year from the last day of the month of issue; payable only by warrant of the Postmaster General, sec. 1178.

See also Act of January 27, 1894, and note to sec. 102, P. L. and R. of 1913, as to revenue from unpaid money orders more than one year old.

## AUDIT AND SETTLEMENT OF ACCOUNTS:

Duty of Auditor for Post Office Department to receive and examine money-order accounts; to maintain permanent record of unpaid money orders; to superintend collections, etc., sec. 178.

The following is a statement showing in detail the items making up the net proceeds from the operation of the system for the fiscal year ended June 30, 1914, as reported by the Auditor for the Post Office Department.


Audited expenses deducted from the money-order revenues:
Commissions allowed third and fourth-class postmasters for issuing money orders
\$1,783,406.28
Commissions allowed foreign countries for payment of money orders issued in the United States............ 363,068.46
Incidental expenses
770,54
Losses:
Burglary, fire, and other unavoidable
casualties . . . . . . . . . . . . . . . . . . . . . . . . . . $\$ 19,682.93$
Bad debts, etc., late postmasters accounts $3,308.84$
Compromise debts, late postmasters accounts

Contingencies :
Balance due late postmasters closed to
"suspense"
230.48

Total
Net proceeds paid over to the postal revenues.

Following is a statement of the items of expense paid directly from the legislative, executive and judicial appropriations and from the postal revenues, which, it is believed, should be charged against the money-order service. In some cases the amount is definite; as to others careful estimates have been made. The process by which each item was arrived at is given.
cost of administering the service at Wastington, D. C.
Salaries of officers and employees in the Bureau of the
Third Assistant Postmaster-General for the fiscal year 1914, chargeable to the money-order service, based on an estimate of the proportion of the day's time required for wori in connection with such service.
Officers and employces, Office of the Third Assistant proper .................................................
Employees, Division of Finance, work incident to the payment of invalid money orders.
$\$ 2,263.00$
Salaries of officers and employees of the Division of Money Orders.
100.00

71,427.00

## Total

Cost of auditing money-order accounts.
Total cost of auditing domestic and international moneyorder accounts for the fiscal year 1914, including the maintenance of the record of outstanding money orders, settlement of invalid money orders by warrant, maintenance of the files and contingent and miscellaneous expenses, as certified by the Auditor for the Post Office Department, approzimately.
Cost of operation in the fleld.
Post-office Inspection Service. 6\% of the total expenditures for the service in the fiscal year 1914 ( $\$ 1,117,048.98$ ), based on a cost ascertainment conducted by the Department in 1909 (revised), allowance being made for the introduction of postal savings and parcel post services......................................
Compensation of assistant postmasters at first and second class offices for the proportion of their time spent on money-order work during fibcal year 1914, as reported by the postmasters at these offices in response to letter of inquiry dated Feb. 3, 1915.
$\$ 67,022.93$

Compensation of clerks (including auditors and bookkeepers performing auditor's duties, and $\$ 104,100$ for exchange office work at the New York post office) at firat and second class offices during fiscal year 1914, as reported by the postmasters of these offices in response to letter of inquiry dated Feb. 3, 1915.

Note: The salaries of clerks employed only a part of their time on money-order work were apportioned.
Compensation to clerks at contract stations of frst and becond class offices for the proportion of their time gpent on money-order work during the fiscal year 1914, as reported by the portmasters of these offices in responee to letter of inquiry dated Fehrnary 3, 1915
Rent, light, and fuel. $21 / 2 \%$ of expenditures for fiscai year 1914 ( $\$ 4,684,421.04$ ) hased on cost ascertainment of 1909 (revised), allowance being made for introduction of parcel post and postal savings services.
tationery. $15 \%$ of expenditures for fiscal year
Stationery $15 \%$ of expenditures for fiscal year 1914
$(\$ 108,545.08)$, hased on cost ascertainment of 1909 (revised), allowance being made for introduction of parcel post and poatal savings aervices...............
Supplies, Money-Order Service. Actual expeditures during the fiscal year 1914 .

287,260.02

117,110.52

16,281.76
$125,992.59$
Office appliances. $50 \%$ of expenditures for fiscal year 1914 ( $\$ 78,236.60$ ) estimated-not charged to moneyorder service in cost ascertainment of 1909
$39,118.30$
Stamping appliances. $15 \%$ of expenditures for fiscal year 1914 ( $\$ 44,423.34$ ) based on cost abcertainment of 1909 (revised)

6,683.50
Rural delivery service. $1 \%$ of expenditures for fiscal year $1914(\$ 47,410,190.06)$ hased on cost ascertainment of 1909 (revised), allowance being made for introdiction of parcel post and insured and collect-ondillvery mail

There was also paid over to the postal revenues during the fiscal year 1914 on the certification of the Auditor for the Post Office Department, the sum of $\$ 580,888.85$, representing the value of domestic money orders that remained unpaid for a period of one year or more from the last day of the month of their issue and were thus invalidated for payment in the usual manner. On the other hand there were paid from the postal revenues, by means of Departmental warrants, amounts aggregating $\$ 240,834.96$, to holders of invalidated orders who presented their claims to the Department at Washington for settlement.

SUMMARY.

Revenues.
$\begin{gathered}\text { Income from money-order } \\ \text { business }\end{gathered} . . . . . . . . . . \$ 7,928,980.72$

Cùt of Operation.

| Charges paid directly from |  |
| :---: | :---: |
| the money-order reve- |  |
| nues | \$2,170,470.77 |
| Cost of administering the |  |
| service at Washington, |  |
| D. C. | 73,790.00 |
| Cost of auditing money- |  |
| order accounts. | 450,000.00 |
| Cost of operation in the |  |
| field | 5,224,423.90 |
| Totai cost of opera- |  |
| Excess of tion revenues |  |
| cost of operation | 10,296.05 |
|  | \$7,928,980.7 |

Payment of money orders
more than one year old
by means of warrants
on the postal revenues. $\$ 240,834.96$
Proceeds of money orders more than one year old covered into the postal revenues

50,888. 8 ธ̄
$\$ 591,184.90$
cal year 1914 from the
operation of the money-
order service
350,349,94

## UNIT COST FOR VARIOUS CLASSES OF WORK.

Under date of February 3, a letter was addressed to all first and second class postmasters requesting replies to certain questions relating to the money-order business of their offices. Among other things they were requested to give the number of clerks employed on money-order work at the main office and all classified branches and stations on the day for which their report was made, their annual salaries and the proportion of the day's time actually employed on money-order work. The date selected was to be one on which, from previous experiences, no abnormal conditions would prevail. They were further requested to state how much of the time thus reported as spent on money-order work was required for certain enumerated classes of work, and to give the cost of each class of work in salaries paid. The number of transactions involved in each class of work (for example, the number of money orders issued) was also requested. Answers to these questions have been collated for the first-class offices submitting data that was usable. The following table shows the number of transactions and the unit cost per transaction in salaries paid for several of these classes of work at 100 of the larger offices.

POSTAL MONEY-URDER SYSTEM.
TABLE 12.-Number of transactions and the unit cost per transaction in salaries paid for various classes of work at specified offees.

| OFFICE. | Issue of money orders. |  | Payinent of money orders. |  | Preparationreports of payments. |  |  |  | Handing inquiries reiating to payment of money orders. |  | Handiing appications for dupilcates originating. at okn office. |  | Handiing appilcations for duplicates originating at other offices. |  | Handiing inquiries relating to orders paid at own office but drawn on other offices. |  | Handing lnto orders issued at own office and paid at offices other than those on which drawn. |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | No. | Unit cost. | No. | Unit cost. | No. | Unit cost. | No. | Unit cost. | No. | Unit cost. | No. | Unit cost. | No. | Unit cost. | No. | Unit cost. | No. | Unit cost. |
| Birmingham, Ala | 300 | \$.015466 | 669 | \$.00458 | 669 3 | \$.002377 | 015 | $\$ .003382$ | 16 | \$.025625 | 9 | \$.060000 | 6 | \$.070000 | 8 | \$.0062- ${ }^{\text {d }}$ | 9 | \$.025050 |
| Phoenix, Ari: | $1{ }^{136}$ | . 014743 | 168 | . 0007143 | 168 | . 002440 | 168 | . 002083 | 4 | . 075000 | 3 | . 1000000 | 2 | . 075000 | 8 | . 00875 | 8 | . 011067 |
| Fort Smith, Ark | 99 | . 012323 | 149 | . 004631 | 149 | . 002349 | 149 | . 001745 | 3 | . 056667 | 1 | . 090000 |  |  | 5 | . 030000 |  | . 030000 |
| Little Rock, Ark | 144 | .010694 | 678 | . 002448 | 694 | . 093400 | 701 | .002611 | 14 | . 014285 | 1 | . 070000 | 2 | . 040000 | 17 | .008235 | 8 | . 023750 |
| Los Angeles, Cai. | 1805 | . 012360 | 2600 | . 0020 ¢0 | 2600 | .003650 | 2600 | . 001381 |  |  |  |  |  |  |  |  |  |  |
| Oakland, Cal.-- | 268 | . 014261 | 652 | . 004846 | ${ }^{652}$ | . 002607 | 652 1192 | . 0034240 | 10 | . 067000 | 5 | . 082000 | 5 | .068333 .078000 | 51 <br> 30 | .0183355 | 4 | . 01310000 |
| Denter ${ }^{\text {c }}$ Colo. | 678 | . 013982 | 2735 | . 001081 | 2737 | . 001458 | 1917 | . 004206 | 30 | . 016333 | 5 | . 092000 | 2 | . 0983333 | 75 | . 008000 | 40 | . 025000 |
| Bridgeport, | 343 | , 018218 | 284 | . 008063 | 284 | .008063 | 284 | . 005423 | 22 | . 021364 | 3 | . 033333 |  | . 050000 | 5 | . 020000 | 14 | . 015000 |
| Hartford, Conn. | 407 | . 014472 | 498 | . 004197 | 498 | . 002229 | 498 | . 002109 | 7 | . 012857 |  | . 080000 | 15 | . 085000 | 20 | . 0200008 | 17 | .020952 |
| Washington, D. | 653 | . 021562 | 2911 | . 001459 | 2900 | . 001483 | 5148 | .000746 | 38 | . 026832 |  |  | 15 | ,054667 | 15 | . 0106000 | 15 | . 0176000 |
| Jacksonvilie, | 175 | . 020686 | 1423 | . 000927 | 1423 284 | .002206 | 284 | . 002007 |  |  | 2 | . 0660000 | 6 |  | 30 | . | 1 | . 030000 |
| Pensacola, F Columbus, $G$ | 113 | . 014867 | 284 | . 0026305 | 284 | .003957 | 369 | . 001111 | - | . 0366667 | 1 | . 070000 | 1 | . 070000 | $\overline{6}$ | 016667 |  | . 025000 |
| Savannah, Ga | 156 | . 013013 | 271 | . 001476 | 271 | . 002472 | 271 | . 000738 | 3 | . 023333 | 1 | . 010000 |  | . 030000 | 5 | . 028000 | 3 | . 043333 |
| Honoluliu; Hat | 178 | . 012584 | 216 | . 008981 | 216 | . 002222 | 216 | . 000741 | 6 | . 043333 | $\stackrel{1}{2}$ | . 060000 | 3 | . 040000 | 2 | .060000 |  | . 035000 |
| Calro, Ili. | $\begin{array}{r}7 \\ \hline\end{array}$ | . 014286 | ${ }_{9} 2112$ | . 0001462 | \|r $\begin{array}{r}323 \\ 9+185\end{array}$ | . 0002219 | 94185 | . 0002809 | 280 | . 023714 | 13 | . 069167 | 60 | . 055333 | 450 | . 007378 | 3095 | . 006739 |
| Rockford. In | 318 78 | . 015384 | 4978 | . 000321 | 4978 | . 001442 | 4978 | . 0003399 | 10 | . 020000 |  |  |  |  | 24 | . 00833. | 4 | . 032500 |
| Rock Isiand, | 63 | . 0161607 | 738 | . 001411 | 634 | . 001135 | 758 | . 001372 |  | . 016666 |  |  | 1 | . 040000 |  | . 0175000 | 3 | . 0135333 |
| Qvansvilie Ind. | 127 | . 017086 | 537 | . 004506 | ${ }_{2017}^{537}$ | . 0001750 | ${ }^{655}$ | . 0031543 | 14 | . 0350000 | 5 |  |  |  | 50 | . 04002000 | 50 | . 012600 |
| Indianapoils. In | 257 | . 0275388 | 2017 | . 0029264 | $\begin{array}{r}2017 \\ 540 \\ \hline\end{array}$ | . 001546 | 2158 | . 0003074 | 14 | . 600000 | 5 | . 170000 | ---1 | . 170000 | 11 | .016363 | 2 | . 040000 |
| Cedar Rapids, Ia | 123 | .020653 | 1106 | . 002260 | 1106 | . 001130 | 1106 | . 009731 |  | . 020000 |  | . 050000 |  | . 0333333 | 5 | . 020000 | \% | . 0222000 |
| Des Moinés. Ia | 230 | . 015913 | 1943 | . 001168 | 1943 | . 004472 | 2601 | . 0000634 | 26 | . 033462 | 3 | . 0733 | 5 | . 0700 | 27 | . 0166668 | 12 |  |
| Leavenworth, Kans | 66 | . 028485 | 62 | . 02.2742 | 116 | . 003630 | , 51 | - .004158 |  | . 020000 | 4 |  | 2 | . 015000 | $\frac{1}{4}$ | .012500 |  | . 012500 |
| Plttshurg, Kans | 127 | .013070 | 101 | . 0004161 | . 634 | . 0004161 | 334 | .003473 | 6 | .013333 |  | . 01250 | 2 | . 01500 | 10 | . 03.30014 | 4 | . 020000 |
| Covington, Ky Louisville. Ky- | 212 | . 03019622 | 1174 | . 0000623 | 1174 | . 002751 | 1174 | . 004403 | 21 | . 033809 |  |  | 3 | . 063333 | 22 | . 019545 | 6 | . 021666 |
| Monroe, La | 50 | . 020800 | 250 | .002080 | 250 | $.002080$ | 250 | . 007280 |  |  |  |  |  |  |  |  |  |  |
| Angusta, Me | 47 | .020638 | 2616 | 000237 | 2616 | $.008126$ | 3200 | . 000703 | - 7 | . 038571 | 1 | . 07 |  | .035000 |  |  |  |  |

for various classcs of work at specified offices.-Continued.




## REPLIES OF POSTMASTERS TO INQUIRIES CONCERNING PROPOSED AND POSSIBLE IMPROVEMENTS IN THE SERVICE.

In considering generally ways and means for advancing the efficiency and economical administration of the service, and particularly certain proposed changes in the System involving principally the abolishment of the coupon portion of the money-order form and the establishment of ai central office, preferably the Office of the Auditor for the Post Office Department, for clearing all money orders, the committee, desiring to have the benefit of the practical experience of those having to do with money-order business at the larger post offices and coming closely in contract with the patrons of the system, addressed a letter to all first and second class postmasters on February 3,1915 , in which, among other things, the following questions were asked:
(1) State whether or not, in your opinion, the coupon portion of the money order form which now constitutes the record of payment at the paying office, may be safely abolished ? - Give reasons in full.
(2) What, in your opinion, would be the effect on the popularity and patronage of the money-order system if the coupon record were diecontinued and all inquiries regarding the payment of orders were nequired to be referred to the Auditor for the Department at Washington for answer?
(3) What, in your opinion, would be the effect on the popularity and patronage of the money-order system if no provision were made for the issuance of duplicates unless a bond of indemnity be furnished in each instance?
(4) Do the present methods for conducting money-order work involve in any instance an unnecessary duplication of work ? - If so, specify particularly.
(5) Can the value of the service to the public be increased? If so, how?
(6) State whether or not, in your opinion, the present regulations and methods of procedure for the conduct of the money-order system can be improved in any way, either in the simplification of methods or in the effecting of economies in expenditures.

The replies of the postmasters to these questions brought out many valuable opinions and recommendations. Summaries have been made of them and extracts made of such answers as are of special interest. These data will be made part of subsequent reports covering the matters to which they relate.

A numerical compilation of answers to certain of the questions, arranged according to the class and size of the offices answering, and by States, will be found in the following tables:

TABLE 13．－Classification of the ansucrs of postmasters to the inquiry relative to the proposal to abolish the money－order coupon，by class and size of offce（denoted by salary of postmaster），and by States．
NOTE．－In mumerous instances postmasters have favored the abolishment of the coupon provided it would be replaced hy some other form of record．These answers，being essentially affirmative，have been classified unconditionally as favorable to the abolishment of the coupon．

| St＇ATE | SECOND CLASS |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | $\begin{gathered} \text { Salary } \\ \$ 2,000-2,200 \end{gathered}$ |  |  |  |  | $\begin{gathered} \text { Salary } \\ \boldsymbol{\text { Salan }} \mathbf{2 0 0 - 5 0 0} \end{gathered}$ |  |  |  |  |
|  | $\frac{9}{3}$ $\stackrel{3}{6}$ $\frac{1}{4}$ | 罭 | 管 |  | $\begin{aligned} & \text { تु } \\ & \text { ल } \end{aligned}$ | 水 | 唇 | 范 |  |  |
| Alimbama |  |  |  |  |  |  |  |  |  |  |
| Alaska |  |  |  |  |  |  |  |  |  |  |
| ${ }_{\text {Arizona }}^{\text {Arkansas }}$ |  |  |  |  |  |  |  |  |  |  |
| California |  |  |  |  |  |  |  |  |  |  |
| Colorado |  |  |  |  |  |  |  |  |  |  |
| Connecticut |  |  |  |  |  |  |  |  |  |  |
| District of C |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| Georgia |  |  |  |  |  |  |  |  |  |  |
| Idaho |  |  |  |  |  |  |  |  |  |  |
| Ilinols |  |  |  |  |  |  |  |  |  |  |
| Indiana |  |  |  |  |  |  |  |  |  |  |
| Iowa |  |  |  |  |  |  |  |  |  |  |
| Kentucky |  |  |  |  |  |  |  |  |  |  |
| Louisiana |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| Marysand |  |  |  |  |  |  |  |  |  |  |
| Michigan |  |  |  |  |  |  |  |  |  |  |
| Mlnnesota |  |  |  |  |  |  |  |  |  |  |
| Mississippi |  |  |  |  |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |
| Nebraska |  |  |  |  |  |  |  |  |  |  |
| Nevada－ |  |  |  |  |  |  |  |  |  |  |
| New Hampsh |  |  |  |  |  |  |  |  |  |  |
| New Jersey |  |  |  |  |  |  |  |  |  |  |
| New York |  |  |  |  |  |  |  |  |  |  |
| North Carolina |  |  |  |  |  |  |  |  |  |  |
| North Dakota |  |  |  |  |  |  |  |  |  |  |
| Oklahoma |  |  |  |  |  |  |  |  |  |  |
| Oregon－－ |  |  |  |  |  |  |  |  |  |  |
| Pennsylvanla |  |  |  |  |  |  |  |  |  |  |
| Porto Rico |  |  |  |  |  |  |  |  |  |  |
| South Carolina |  |  |  |  |  |  |  |  |  |  |
| South Dakota |  |  |  |  |  |  |  |  |  |  |
| Texas |  |  |  |  |  |  |  |  |  |  |
| Utah |  |  |  |  |  |  |  |  |  |  |
| Vermont |  |  |  |  |  |  |  |  |  |  |
| Wirginia－－－ |  |  |  |  |  |  |  |  |  |  |
| West Virglna |  |  |  |  |  |  |  |  |  |  |
| Wisconsln－ |  |  |  |  |  |  |  |  |  |  |
| Totals |  |  |  |  |  |  |  |  |  |  |

TABLU 13.-Classification of the answers of postmasters to the induery relative ta the proposal to abolish the maney-order coupon, by class and size of office (denoted by salary of postmaster), and by States.-Continued.


TABLE 13,-Classification of the ansucers of postmasters to the inquiry relative to the proposal to abolish the money-order coupon, by class and size of offce (denoted by salary of postmoster), and by States.-Continued.


TABLE 13.-Classification of the answers of postmasters to the inquiry relative to the proposal to abolish the money-order coupon, by class and size of office (denated by salary of postmaster), and by 8tates.-Continued.


TABLE 14.-Classiflcation of the answers of postmasters rolative to the effect on the popularity oind patronage of the money-order system if oll inguiries regarding payment were referred to the Auditor, by closs ond size of office (denoted by salory of postmaster), and by States.


TABLE 14.-Olassification of the answers of postmasters relative to the effect on the popularity and patronage of the money-order system if all inquiries regarding payment were referred to the Auditor, by class and size of offce (denoted, by salary of postmaster), ond by states-Continued.


TABLE 14,-Classification of the answers of postmasters relative to the effeot on the popularity and patronage of the money-order system if all inquiries regarding payment were referred to the Auditor, by clase and size of office (denoted by salary of postmaster), and by States.-Continued.

| STATE | FIRST CLASS |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | $\begin{gathered} \text { Saiary } \\ \$ 3,000-3,300 \end{gathered}$ |  |  |  |  | $\begin{gathered} \text { Salary } \\ \$ 3,400-3,800 \end{gathered}$ |  |  |  |  |
|  |  |  |  |  | $\begin{aligned} & \text { ت゙ } \\ & \text { + } \\ & \text { Hi } \end{aligned}$ |  |  |  |  | Fix ¢ |
| Alabama | 1 | .... | ... | $\ldots$ | 1 | 2 |  |  |  | 2 |
| Alaska | a |  | . | .... |  |  | .... |  |  |  |
| Arizona | 2 |  | ... | . . . | 2 |  |  | ... |  |  |
| Arkansas | $\stackrel{3}{3}$ | 6 | ... |  | 3 | 1 | 1 |  |  | . 2 |
| California Colorado |  | 6 | ... |  | 11 | . $\begin{array}{r}1 \\ \hline\end{array}$ | 4 | . |  | ${ }_{2}^{7}$ |
| Connecticut | 0 |  | ... | ... | 9 | - 3 | 1 | $\ldots$ | .... | 4 |
| Delaware |  |  |  |  |  | 1 | .... |  |  | 1 |
| District of Columb |  |  |  |  |  |  |  |  |  |  |
| $\underset{\text { Florida }}{\text { Georgia }}$ | \% | 1 | $\cdots$ |  | 4 | 1 | $\cdots$ |  |  | 1 |
| Georgia | $\underline{Z}$ | 1 | ... | I | 4 | 1 | 2 |  | 1 | 3 |
| Ifaho - |  |  |  |  |  | 1 | ... |  |  | 1 |
| Inlinois | 5 | 4 |  | 2 | 17 | 8 | 3 |  |  | 11 |
| Indiana | $\frac{7}{7}$ | 4 |  |  | 16 | 4 | 2 |  |  | 6 |
| Iowa | 5 | , | 1 |  | 10 | 6 | 1 |  |  | 7 |
| Kansas | 1 | 1 | i |  | 8 | 3 | .... |  |  | 3 |
| Kentucky | 1 | 1 | 1 | 1 | 4 | 2 | .... |  |  | 2 |
| Louisiana |  | $\because$ | . . | 2 | 4 | 1 | $\cdots{ }^{\text {] }}$ |  | 1 | 1 |
| Maryland | 1 | 1 |  | 1 | 8 |  |  |  |  |  |
| Massachusetts | 7 | 3 | . | 1 | 13 | 10 |  | 1 |  | 11 |
| Michigan | 1 | $\square$ | . | 1 | 12 | 2 | 4 | ... | 1 | 7 |
| Minnesota | 1 | : | . |  | 4 | $\cdots$ | $\ldots$ |  | $\ldots$ | .... |
| Mississippi | $f$ |  | . |  | 4 | .... | $\cdots$ |  |  |  |
| Missouri | - | 1 |  | $\cdots{ }^{\text {] }}$ | ${ }_{4}^{6}$ | $\cdots \mathrm{i}$ | 2 | $\cdots$ | ... | 1 |
| Montana | $\pm$ | $\because$ | .. | 1 | 4 |  |  |  |  |  |
| Nevada - | $i$ |  | . |  | 1 |  | ..... |  |  |  |
| New Hampshire | $\bar{z}$ | 1 | $\cdots$ |  | + |  | $\cdots$ |  |  | ${ }_{10}^{2}$ |
| New Jersey -- | ' |  | . | 2 | 12 | 6 | 2 | 1 | 1 | 10 |
| New Mexico. | 15 |  | . | $\cdots$ | 31 | 8 |  |  |  |  |
| New York | 15 | 1 | . | $\stackrel{3}{2}$ | 31 | 8 | ${ }_{3}^{7}$ |  |  | 15 |
| North Carolina | - | 1 | $\ldots$ |  | 3 | 1 |  |  |  | 1 |
| North Dakota | 18 | (i | . | 2 | 26 | 2 | … |  |  | 2 |
| Oklahoma | 3 | 1 | . $\cdot$ |  | 4 | 3 | . . . | $\ldots$ | . $\cdot$ | 3 |
| Oregon - |  |  | . |  | 2 |  |  |  |  |  |
| Pennsylvania | 14 | 11 | . | 3 | 28 | 7 | 3 | $\cdots$ | 1 | 11 |
| Porto Rico | 1, | ... | . | ... | 1 | $\cdots \mathrm{C}$ | ... | ... | ... |  |
| Rhode Isiand | $\underline{\square}$ | $\ldots$ | . | ... | $\stackrel{2}{2}$ | 1 |  |  |  | 1 |
| South Carolina | 2 |  | $\cdots$ | 1 | 1 | … | 1 | ... |  | 1 |
| South Dakota. Tennessee | 1 |  | - |  | 1 |  | 1 |  |  | 1 |
| Texas | 1 | - | . |  | 8 | 3 | 3 |  |  | 6 |
| Otah --- |  |  |  | 1 | 1 |  |  |  |  |  |
| Vermont |  | 1 | . $\cdot$ |  | 3 |  | 1 | . | . | 1 |
| Virginia | 9 | $\stackrel{+}{+}$ |  |  | 6 |  | 1 | . $\cdot$ | . . | 8 |
| Washington |  | 3 | . $\cdot$ |  | 6 | 1 | $\cdots{ }^{\text {c }}$ | . . |  | 1 |
| West Virgini: Wisconsin | ¢ | $+$ |  | 2 | 14 | 2 | - 12 |  |  | 3 4 |
| Wyoming - |  |  |  |  | 1 |  | .... |  |  | . . . |
| Totals | 17.5 | 107 | 2 | 28 | 312 | 94 | 49 | 2 | 5 | 150 |

TABLE 14.-Classification of the ansuers of postmasters relative to the effect on the popularity and patronage of the money-order system if all inquiries regarding payment vere referred to the Auditor, by class and size of offle (denoted by salary of postmaster), and by States.-Continued.


TABLE 15．－ussification of the answers of postmasters relative to the effect on the
popularity and patronage of the money－order system if no provision were made for the issuance of duplicates unless a bond of indemnity be furnished in each instance，by class and size of office（denoted by salary of postmoster），and by

| STATE |  | SECOND CLASS |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  |  | $\begin{gathered} \text { Salary } \\ \$ 2,000-2,200 \end{gathered}$ |  |  |  |  | $\begin{gathered} \text { Salary } \\ \$ 2,300-2,500 \end{gathered}$ |  |  |  |  |
|  |  |  |  | 范 |  |  |  |  | $\begin{aligned} & \text { 苟 } \\ & \text { 要 } \\ & \text { 吕 } \end{aligned}$ |  |  |
| Alabama |  | 7 |  |  |  | 7 | 10 |  |  |  | 10 |
| Alaska |  |  | 1 |  | ．．．． | 1 | 1 | $\cdots$ |  |  | 1 |
| Arizona |  | 5 |  |  |  | 5 | 3 | 1 |  |  | 4 |
| Arkansas |  | 12 | 2 | ．．． | 2 | 1.6 | 7 | 2 |  |  | 9 |
| California |  | 21 | 9 | $\therefore$. | $\cdots$ | 30 | 36 | 4 | 3 |  | 43 |
| Colorado－ |  | 3 | 1 | 1 | 1 | 6 | 10 | 5 |  | $\cdots$ | 15 |
| Connecticut |  | 7 | ．．．． | ．．．． |  | 7 | 14 |  | 3 | $\cdots$ | 17 |
| Delaware |  | 2 |  |  |  | 2 | ．．．． | ．．． | ．．． | ．．．． | ．．． |
| District of Colum |  | 8 | $\cdots 1$ |  |  | 9 | g | $\cdots$ |  | ．．． | 10 |
| Georgia |  | 13 | － 3 | －．．． | $\ldots$ | 16 | 14 | $\underline{1}$ |  |  | 10 |
| Hawaii |  | $1{ }^{\text {＇}}$ |  |  |  | 1 |  | 1 |  |  | 1 |
| Idaho |  | 3 | 2 | 1 |  | 6 | 4 | 3 |  |  | 7 |
| Illinois |  | 30 | 9 | 1 | 2 | 42 | 46 | 12 | 2 |  | 60 |
| Indiana |  | 9 | $\stackrel{3}{7}$ | 1 |  | 12 | 34 | 2 |  | 1 | 38 |
| Iowa |  | 22 | 7 |  |  | $\stackrel{29}{ }$ | 24 | 9 |  |  | 33 |
| Kansas |  | 16 | 10 |  | 2 | 28 | 16 | 3 |  | 1 | 20 |
| Kentucky |  | 3 | 2 |  | ．．．． | 5 | 13 |  |  | $\underline{2}$ | 15 |
| Louisiana |  | 8 | $\stackrel{2}{3}$ | $\ldots$ | $\ldots$ | 10 | 7 | 3 |  |  | 10 |
| Marylañ |  | $\stackrel{3}{3}$ | 3 | $\ldots$ | $\cdots$ | $\stackrel{9}{6}$ | 12 | 1 |  | 1 | 14 |
| Massachusetts |  | 15 | 3 |  | 2 | 20 | 32 | 1 | i |  | 34 |
| M．lchigan |  | 16 | 4 |  | 2 | 22 | 17 | 6 |  | 1 | 24 |
| Minnesota |  | 18 | $\overline{7}$ | $\cdots$ | 3 | 26 | 16 | 2 | 1 |  | 19 |
| Milssissippi |  | 3 | 3 | $\because$ |  | 6 | 9 | 1 |  |  | 10 |
| Missouri |  | 16 | 1 | $\therefore$ ． | 2 | 19 | 16 | 3 |  | 1 | 20 |
| Montana |  |  | 3 | $\ldots$ | 1 | 4 | 4 | ， |  |  | ＇5 |
| Nebraska． |  | 12 | 1 | $\cdots$ | 1 | 14 | 11 | 3 | 1. |  | 10 |
| Nevada |  | 1 | 1 |  |  | 2 | $\stackrel{2}{9}$ | 1 |  |  | 3 |
| New Hampshlre |  | 3 | 1 |  |  | 4 | 9 | 1 | 1 | $\cdots$ | 11 |
| New Jersey |  | 12 | 2 |  | 2 | 16 | 13 | 6 |  |  | 19 |
| New Mexico |  | 3 | 1 |  |  | 4 | 4 |  |  | 1 | 5 |
| New York－ |  | 44 | 5 | 1 | 2 | 52 | 52 | 10 | 8 | 3 | 68 |
| North Carolina |  | 10 | 4 | 1 |  | 15 | 14 | 1 | 1 |  | 16 |
| North Dakota |  | 2 | $\cdots$ | 1 | 2 | 5 | 3 |  |  |  | 3 |
| Ohio－－－ |  | 24 | 2 | 1 | 1 | 28 | 29 | 6 | 1 |  | 36 |
| Oklahoma |  | 12 | 4 | 1 |  | 17 | 14 | 4 |  | 2 | 20 |
| Oregon－－－ |  | 3 | 2 | 1 | 1 | 7 | 3 | 1 |  |  | 4 |
| Pennsylvania |  | 33 | 10 | 1 | 3 | 47 | 59 | 15 | 1 | 3 | 78 |
| Porto Rlco |  | 1 |  | ．．． | ．．． | 1 | 1 |  |  |  | 1 |
| Rhode Isiand |  | 1 | 2 |  |  | $\stackrel{3}{8}$ | 1 | ．．． |  | ．．． | 1 |
| South Carollna |  | 6 | 2 | $\cdots$ |  | 8 | 12 | ．．． |  |  | 12 |
| Squth Dakota |  | 5 | 1. |  |  | 6 | 6 |  |  |  | 6 |
| Tennessee |  | 12 | 1 | $\ldots$ | 4 | 17 | 11 | 2 |  |  | 13 |
| Texas． |  | 27 | 9 |  | 1 | 37 | 29 | 10 | 1 | ．．． | 40 |
| Utah |  | 1 |  |  | 1 | 2 | 1 |  |  |  | ＇1 |
| Fermont |  | 8 |  | 2 |  | 10 | 8 |  | 1 |  | 9 |
| Virglnla |  | 13 | 1 | ．．．． | 1 | 15 | 12 |  | 1 |  | 13 |
| Washington |  | 11 | 3 |  | 2 | 16 | 7 | 2 | 1 | ． | 10 |
| West Virglnla |  | ${ }^{6}$ | 1 |  |  | 7 | 9 |  | 1 |  | 10 |
| Wisconsin |  | 18 | 5 | 1 | 1 | 25 | 25 | 4 |  |  | 29 |
| Wyoming |  | 2 |  |  | $\cdots$ | 2 | 3 |  |  |  | 4 |
| Totals | － | 517 | 134 | 14 | 39 | 704 | 701 | 130 | 24 | 16 | 871 |

TABLE 15.-Classiflcation of the answers of postmasters relative to the effect on the popularity and patronage of the money-order system if no provision were made for the sssuance of duplicates unlcss a bond of indemnity be furnished in each instance, by class and size of office (denoted by salary of postmaster), and by States.-Continued.


TABLH 15．－Olassification of the answers of postmasters relative to the effect on the popularity and patronage of the money－order system if no provision were made ＇for the issuance of duplicates＇unless a bond of indemnity be furnished in each instance，by class and size of office（denoted by salary of postmaster），and by States：－Continued．

| STATE | FIRST CLASS |  |  |  |  |  |  |  |  |  |
| :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: | :---: |
|  | $\begin{gathered} \text { Salary } \\ \$ 3,000-3,300 \end{gathered}$ |  |  |  |  | $\underset{\$ 3,400-3,800}{\text { Nalary }}$ |  |  |  |  |
|  | Will Affect Popularlty <br> aud Patronage |  | $\begin{aligned} & \text { 苞 } \\ & \text { 若 } \\ & \text { 垔 } \end{aligned}$ | Not Answered |  |  |  | $\begin{aligned} & \text { 苟 } \\ & \text { 荷 } \\ & \text { B } \end{aligned}$ |  | － |
| Alabama | 1 |  | ．． |  | 1 | 2 | $\ldots$ |  |  | 2 |
| Alaska |  |  |  |  |  |  | ．．．． |  |  |  |
| Arizona | $\stackrel{1}{2}$ | 1 |  |  | 2 <br> 3 | $\cdots$ | $\ldots$ |  |  | ＇2 |
| California | 8 | 3 | ．．． |  | 11 | 6 | $\cdots \mathrm{l}$ |  |  | 7 |
| Colorado | 1 |  | ． |  | 1 | 1 | 1 |  |  | 2 |
| Connecticut | $\cdots$ | 1 | ． |  | 9 | 4 | ．．．． | ．． | ．．． | 4 |
| Delaware－－－－ |  |  | ． | $\ldots$ | ．．． | 1 | ．．．． | ．． | ．．． | 1 |
| District of Colum |  |  | $\therefore$ |  | － |  | ．．． |  |  |  |
| Florida Georcia | 3 <br> 4 | 1 | ． | ．．． | 4 | $\frac{1}{2}$ | $\cdots{ }^{\text {．}}$ i |  |  | 1 |
| Hawaii |  |  | ．．． | ．．． | 4 | 1 | ．．． |  |  | 1 |
| Idaho－ |  |  |  |  |  |  | $\cdots$ |  |  | 1 |
| Illinois | $1 \pm$ | － | 1 |  | 17 | 9 | 2 |  |  | 11 |
| Indiana | 1.3 | $\stackrel{3}{-}$ |  | 1 | 16 | 6 | ．．．． |  |  | 6 |
| Iowa－ | 11 |  | ． |  | 10 | 7 |  |  |  | 7 |
| Kansas | 1 | 2 | ． |  | 8 | 3 | ．． |  |  | 3 |
| Kentuck $\overline{\text { I }}$ | $\pm$ |  | ．．． |  | 4 | 2 | ．．．． |  |  | 2 |
| Louislana | $\because$ |  | ． | 2 | 4 | 1 | $\cdots$ |  |  | 1 |
| Maine－ | $\pm$ |  | ． |  | 4 | 12 | 1 |  |  | 3 |
| Maryland |  |  | ．． |  | 3 |  |  |  |  |  |
| Massachusetts | 12 | 1 | ．． |  | 13 | 10 | 1 |  |  | 11 |
| Michigan | \％ 1 | 3 | ． |  | 12 | 7 | ．．． |  | ． | 7 |
| Minnesota | ！ | 2 | ．． |  | 4 |  | ．．． |  | ．．． | ．$\cdot$ ． |
| Mississippi |  |  | ． | ． | 4 |  |  |  |  |  |
| Missouri | ： | 1 | ． |  | 6 4 | 2 | ．．．． |  |  | 1 |
| Nebraska | 4 |  | ． | $\ldots$ | ， 4 | ．．．． | ． |  |  | ．．． |
| Nevada | 1 |  |  | ．． | 1 |  |  |  |  |  |
| New Hampshir | $\cdots$ | 1 | ． |  | 3 | 1 | 1 | ．． | ．．． | ${ }^{2}$ |
| New Jersey | $1 \stackrel{19}{1}$ |  | ． |  | 12 | 10 | ．．．． |  |  | 10 |
| New Mexico |  |  | ． | ． | 1 |  |  |  |  |  |
| New Y York－ | 30 | 1 | ． | ．．． | 31 | 14 | 1 | ．$\cdot$ ． | ．．． | 15 |
| North Carolina | $\because$ |  | ． | ．． | 3 | 5 |  |  | ． | 5 |
| North Dakota | 3 |  | ． |  | 3 | 1 | ．．．． |  | ．． | 1 |
| Ohio＿－－ | －： | 2 | ． | 1 | 26 | 2 | ．．． |  | ． | 3 |
| Oklahoma | $\pm$ |  | ．． |  | 4 | 3 | ．．． | ．．． |  | 3 |
| Oregon－－－ | ＂ |  | ． |  | $\stackrel{2}{28}$ |  | ．．． |  |  | ii |
| Pennsylvania | 21 | 2 | ． | $\ldots$ | 28 | 11 | ．．． | ． | ．．． | 11 |
| Porto Rico－－ | 1 | ．．．． | $\cdots$ | ．．． | 1 |  | $\ldots$ | ． ． |  |  |
| Rhode Island | 2 | $\cdots$ | ．$\cdot$ | ．． | 2 | 2 | $\cdots$ |  |  | 2 |
| South Dakota． | $\overline{1}$ |  | ．． | ．．． | 1 | 1 |  | ．$\cdot \cdot$ |  | 1 |
| Tennessee－ | 1 |  | ． | $\ldots$ | 1 |  | 1 | ．． | ．．． | 1 |
| Texas | 7 | 1 | ．． | ．． | 8 | 4 | 2 | ．． | ．．． | 6 |
| Utah－－ | 1 | ．．． |  |  | 1 | i | ．．． | $\cdots$ | $\cdots$ |  |
| Vermont | 3 |  | ．． |  | 3 | 1 | ．．．． | ． ． | ．．． | 1 |
| Virginia |  | 1 | ． | ．． | 6 | 3 | ．．．． | ．． | ．$\cdot$ • | 3 |
| Washington | 6 |  | ． |  | 6 4 | 1 | ．．．． | ．$\cdot$. | ．．． | 3 |
| West Virginia Wisconsin | $\stackrel{4}{9}$ | 4 | ． | i | 14 | 3 | $\cdots{ }^{\text {］}}$ |  | ．.. | 4 |
| Wyoming | 1 |  |  |  | 1 | ．．．． | ．．． |  | ． | ．．． |
| Totais | 271 | 35 | 1 | 5 | 312 | 136 | 14 |  |  | 150 |

TABLE 15.-Olassification of the answers of postmasters relative to the effect on the popularity and patronage of the money-order system if no provision were made for the issuance of duplicates unless a bond of indeninity be furnished in each instance, by class and size of offlee (denoted by salary of postmaster), and by States.-Continued.


## LAWS RELATING TO THE SYSTEM.

Following is a compilation of references to the acts of Congress (including sections of the Revised Statutes of 1873) that relate to the organization, powers, duties, and work of the service, whether now in force or not, together with a copy of the act of May 17, 1864, establishing the system. The references are arranged (1) chronologically, by subjects; and (2) in the form of an index analysis.

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# COPY OF ACT OF CONGRESS ESTABLISHING THE MONEY ORDER SYSTEM. 

AN ACT To establish a Postal Money-Order System.

Be it enacted by the Senate and House of Representatives of the United States of America in Congress assembled, That to promote public convenience, and to insure greater security in the transfer of money through the United States mails, the Postmaster General is hereby authorized to establish, under such rules and regulations as he may find expedient and necessary, a uniform money-order system at all post offices which he may deem suitable therefor, and which shall be designated and known as "Money-Order Offices;" and it shall be the duty of the deputy postmaster at every money-order office to issue, in such manner and form as the Postmaster General may prescribe, an order for a sum of money payable by the deputy postmaster of any other money-order office which the person applying therefor may select ; and the deputy postmaster who issues such order shall be required to send through the mails, without delay, to the deputy postmaster on whom it is drawn, due notice thereof, and he shall not deliver such order to the applicant therefor until the latter shall first lave deposited with him the amount of money for which such order is drawn, together with the proper charge or fee therefor, as hereinafter provided. And it shall not be lawful for any deputy postmaster to issue a money order on any other deputy postmaster without having previously received the money therefor; and any person who shall violate this provision shall be deemed guilty of misdemeanor, and on conviction thereof shall be fined in any sum not less than fifty nor more than five hundred dollars.

Sec. 2. And be it further enacted, That a money-order shall not be valid or payable unless it be drawn on a printed or engraved form, which shall be furnished to the money-order offices by the Postmaster General; and it shall be the duty of the latter to supply such offices also with the blank forms of application for money orders, one of which the deputy postmaster shall hand to each applicant for a money order, who shall be required to enter, or cause to be entered, therein his own name and the name and address of the party to whom the order is to be paid, together with the amount thereof and the date of application. And all such applications, when filled up and delivered to the deputy postmaster, shall be preserved on file at his office for such length of time as the Postmaster General may prescribe.

Sec. 3. And be it further enacted, That no money order shall be issued for any sum less than one or more than thirty dollars; and all persons who receive money orders shall be required to pay therefor the following charges or fees, viz.: For an order for one dollar, or for any larger sum, but not excecding ten dollars, a fee of ten cents
shall be charged and exacted by the postmaster giving such order; for an order of more than ten and not exceeding twenty dollars, the charge shall be fifteen cents; and for every order exceeding twenty dollars a fee of twenty cents shall be charged.

Sec. 4. And be it further enacted, That if the purchaser of a money order, from having made an error in stating the name of the office of payment, or the name of the payee, or for other reasons, be desirous that the said money order be modified or changed, it shall be the duty of the deputy postmaster from whom he received it to take back, at his request, the first order, and issue another in lien thereof, for which a new fee shall be charged and exacted; and it shall also be the duty of a deputy postmaster to repay the amount of any money order to the person who obtained it, if the latter apply for such repayment and return the money order; but the charge or fee paid therefor shall not in any case be refunded.

Sec. 5. And be it further enacted, That if any money order be not presented to the deputy postmaster on whom it is drawn within ninety days after its date, it shall not be valid or payable; but the Postmaster General shall be, and he is hereby, authorized, on application of the payee of such money order, to cause a new order in lieu thereof to be issued in his favor, for which a second fee shall be exacted. And the Postmaster General is further authorized, whenever a money order shall have been lost, to cause a duplicate thereof to be issued, for which a second fee shall be paid on application of the remitter or the payee of such order, provided the party losing the original shall furnish a statement, under oath or affirmation, setting forth the loss or destruction thereof, and a certificate from the postmaster by whom it was payable that it had not been paid, and that it would not thereafter be paid.

Sec. 6. And be it further enacted, That the payee of a money order, may by his written indorsement thereon, direct it to be paid to any other person, and it shall be the duty of the deputy postmaster on whom it is ordered to pay the amount thereof to the person thus designated, provided the person to whom the money order is indorsed shall furnish such proof as the Postmaster General may require that the written indorsement is genuine, and that he is the person thereby empowered to receive payment of the order; but such second person. shall not be at liberty to indorse the same order to a third party, and more than one indorsement shall render any order invalid, and not payable, and the holder thereof, in order to obtain the amount of the order shall be required to apply in writing to the Postmaster General for a new order in lieu thereof, for which new order a second fee shall be charged: Provided, however, that in all cases, under this section, the original order shall be returned, and such proof shall be made of the genuineness of the indorsement thereon as the Postmaster General may require.

Sec. 7. And be it further enacted, That deputy postmasters, at money-order offices, may be allowed by the Postmaster General, as a compensation for the issuing and paying of money orders; not exceeding one-third of the whole amount of fees on money orders issued, and at the option of the Postmaster General, oneeighth of one per centum on the gross amount of orders paid at their offices: Provided, That all emoluments arising from such rates of compensation shall be subject to the provisions of the forty-first section of the act of third of March, eighteen hundred and twenty-five, entitled "An act to reduce into one the several acts establishing the Post Office Department."

Sec. 8. And be it further enacted, That it shall be the duty of the Postmaster General to require of postmasters who may be authorized to issue and pay money orders, to execute new official bonds conditioned for the faithful performance of all duties and obligations imposed by this act, in addition to those required of them by existing law as postmasters; and it shall be the duty of the Postmaster General to direct all payments or transfers to or from money-order offices. He may direct transfers of money order funds from one postmaster to another, and he may require and direct transfers or payments to be made from the funds received for money orders to creditors of the Post Office Department, to be replaced by equivalent transfers from the funds of said department arising from postages; and he may require and direct transfers or payments to be made from the funds of the Post Office Department in the hands of any postmaster arising from postages to the money-order offices. And it shall be the further duty of the Postmaster General to require each postmaster to render to the auditor of the treasury for the Post Office Department weekly, semi-weekly, or daily accounts of all money orders issued and paid, and of all fees received for issuing them, of all transfers, or payments made from funds received for money orders, and of all moneys received to be applied to the parment of money orders, or on account of money-order offices.

Sec. 9. And be it further enacted, That out of the moneys paid into the treasury for the service of the Post Office Department the Postmaster General shall have power to transfer to the deputy postmaster of any money-order office such sum as may be required, over and above the current revenue thereof to pay money orders drawn on the latter ; and such transfers shall be made by warrant on the treasury by the Postmaster General, and countersigned and registered by the Anditor of the treasury for the Post Office Department.

Sec. 10. And be it further enacted, That it shall be the duty of the auditor of the treasury for the Post Office Department to receive all accounts arising in the money-order offices, or relative thereto, and to audit and settle the same, and to certify their balances to the Postmaster General as often as he may require. He shall
keep and preserve all accounts arising in said offices, and shall report to the Postmaster General all delinquencies of postmasters in rendering their money-order accounts, or in paying over money-order funds. He shall keep the accounts of money-order offices separately from the accounts for postages, and in such manner as to show the number and amount of money orders issued by each postmaster, and the number and amount of money orders paid, the amount of fees received, and all the expenses of the establishment. And it shall be the further duty of the auditor to superintend the collection of all debts due to the United States, or to the Post Office Department, by present or late postmasters, or other persons who are, or may have been, employed in the money-order offices. He shall direct suits and legal proceedings, and take all such measures as may be authorized by law to enforce the payment of such debts, or for the recovery of any penalties arising under the provisions of this act.

Sec. 11. And be it further enacted, That all moneys received for the sale of money orders, including all fees received for selling the same, all moneys transferred from the funds of the Post Office Department to the money-order offices, all funds transferred or paid from the money-order offices to the use and service of the Post Office Department, and all transfers of funds from one postmaster to another for the use of the money-order offices, shall be deemed and taken to be the money's in the treasury of the United States. And if any postmaster, assistant, clerk, or other person employed in or connected with the business or operations of the money-order offices, shall convert to his own use, in any way whatever, or shall use by way of investment in any kind of property or merchandise, or shall loan, with or without interest, or shall deposit in any bank, or shall exchange for other funds, any portion of such moneys, every such act shall be deemed and adjudged to be an cmbezzlement of so much of said moneys as shall be thus taken, converted, used, loaned, deposited, or exchanged, which is hereby declared to be a felony; and any failure to pay over or to produce the moneys intrusted to such person for the use of the money-order offices shall be held and taken to be prima facie evidence of such embezzlement. And any postmaster, assistant, clerk, or other person employed in or connected with the business of the money-order offices, and all other persons advising or participating in such act, on being convicted thereof before any court of the United States of competent jurisdiction, shall be sentenced to imprisonment for a term of not less than six months nor more than ten years, and to a fine equal to the amount of the money embezzled.. And upon the trial of any indictment against any person for embezzling public money under the provisions of this act, it shall be prima facie evidence for the purpose of showing a balance against such person to produce a transcript from the money order account books of the
auditor of the treasury for the Post Office Department; and such transcript, when certified by said auditor under his seal of office, shall be admitted as evidence in the courts of the United States.

Sec. 12. And be it further enacted, That if any person shall falsely make, forge, counterfeit, engrave, or print, or cause or procure to be falsely made, forged, counterfeited, engraved, or printed, or willingly aid, or assist in falsely making, forging, counterfeiting, engraving, or printing any order in imitation of or purporting to be a money-order issued by one postmaster upon another postmaster; or shall falsely alter, or cause or procure to be altered, or willingly aid, or assist in falsely altering, any money-order issued as aforesaid; or shall pass, utter, or publish, or attempt to pass, utter, or publish, as true, any false, forged, or counterfeited order, purporting to be a money order as aforesaid, knowing the same to be falsely forged or counterfeited; or shall pass, utter, or publish, or attempt to pass, utter, or publish, as true, any falsely altered money order, issued as aforesaid, knowing the same to be falsely altered, with an intent to defraud, every such person shall be deemed and adjudged guilty of felony, and being thereof convicted, shall be sentenced to be imprisoned and kept at hard labor for a period of not less than three years, nor more than ten years, and be fined in a sum not exceeding five thousand dollars.

Sec. 13. And be it further enacted, That for the purpose of carrying on the business of the money-order offices, and keeping and settling their accounts, the Postmaster General may appoint, in his Department, one superintendent of the money-order system, at an annual salary of twenty-five hundred dollars, and three clerks, to wit: one of class four and two of class three. And the Secretary of the Treasury may, from time to time, appoint in the office of the auditor of the treasury for the Post Office Department, the necessary clerks, in all not to exceed six, to wit: one of class four and five of class two. And to provide for the compensation of the said superintendent and clerks for the fiscal year ending June thirtieth, eighteen hundred and sixty-five, the sum of seventeen thousand dollars, or so much thereof as may be necessary, is hereby appropriated, out of any money in the treasury not otherwise appropriated. And the Postmaster General is further authorized to cause such additional clerks to be employed in the money-order offices as he may find necessary for conducting the operations of the money-order system, whose compensation shall be paid out of the proceeds of the money-order business: Provided, however, that to meet any deficiency that may arise in the amount of such proceeds during the first year, the sum of one hundred thousand dollars, or so much thereof as may be necessary, is hereby appropriated, out of any money in the treasury not otherwise appropriated.

Approved, May 17, 1864.

## CONVENTIONS WITH FOREIGN GOVERNMENTS FOR THE EXCHANGE OF INTERNATIONAL MONEY ORDERS.

Characteristics of money-order conventions.-In the successful operation of treaties for the exchange of international orders, the most vital point of concern is the rate of conversion of the money of one country into that of the other. Two general plans are followed:
(1) An arbitrary rate - fixed and unvarying, agreed upon and observed by both parties to the compact. The advantage of this method is its impartial operations; so that the remitter knows how much the payee ought to receive, and hence can effect remittances of an exact sum.

This plan is followed by the United States on one hand and Great Britain and all British Colonies or Dependencies on the other. Neither country has found occasion to change the rate fixed by the convention of December, 1879; namely, one pound sterling equals four dollars and eighty-seven cents.
(2) The second plan is to permit each country to fix the rate of conversion of its own money into that of the other, as applied to remittances received for payment abroad. That method was followed in the treaties with France, Italy, Belgium, Switzerland; also with Germany, Austria, Hungary, Norway, Sweden and Russia. Thus deposits made at post offices in the United States are converted into the currencies of the countries first named at the rate of $\$ 1 .=$ Frs. 5.15, while remitters of orders issued therein for payment here are required to deposit Frs. 5.20, or Frs. 5.25 for $\$ 1.00$.

A minor group of countries which have a currency of silver and paper of unstable or fluctuating value, necessitates still another method of treatment, which is not so satisfactory as those previously described, but is well adapted to the circumstances. To this group belong the republics of South and Central America. In these cases generally the exchange office of the foreign country makes the conversion at the rate of exchange prevailing on the day on which the descriptive list of remittances is dispatched, or received, as the case may be.

Commissions.-Of late years this postal administration consistently has been opposed to the allowance of commissions for payment of orders. A considerable number of amended conventions has been arranged, abrogating the commissions previously paid, or reducing the rates. No new treaties have been negotiated including that feature.

When there is an approximate equality of issues between two conntries, the commission for payment means little to the creditor; when there is a great preponderance of issues on one side or the
other, the commission takes on the semblance of an additional expense to the debtor country. Another serious objection to the allowance of commissions is that they necessitate high rates of fees, which are especially burdensome to the remitters of small sums.

## COPY OF AMENDED CONVENTION BETWEEN THE POST OFFICE DEPARTMENT OF THE UNITED STATES <br> OF AMERICA AND THE GENERAL POST <br> OFFICE OF THE UNITED KINGDOM OF <br> GREAT BRITAIN AND IRELAND FOR MODIFYING THE SYSTEM OF EXCHANGE OF MONEY ORDERS.

The Post Office Department of the United States of America and the General Post Office of the United Kingdom of Great Britain and Ireland being desirous of modifying the present system of exchange of Money Orders between the two countries, the undersigned, duly authorized for that purpose, have agreed upon the following Articles:

## ARTICLE 1.

There shall be a regular exchange of money orders between the two countries.

The maximum of each order is fixed at $£ 10$ sterling, when issued in the United Kingdom of Great Britain and Ireland, and when issued in the United States, at $\$ 50$ in the money of the latter country.

No money order shall include a fractional part of a penny, or, of a cent.

## ARTICLE 2.

The British Post Office shall have power to fix the rates of commission on all money orders issued in the United Kingdom, and the Post Office Department of the United States shall have the same power in regard to all money orders issued in the United States.

Each Office shall communicate to the other its tariff of charges, or rates of commission, which shall be established under this Convention, and these rates shall, in all cases, be payable in advance by the remitters, and shall not be repayable.

It is understood, moreover, that each Office is authorized to suspend temporarily, the exchange of money orders in case the course of exchange, or any other circumstance should give rise to abuses, or, cause detriment to the postal revenue.
article 3.
Each country shall keep the commission charged on all money orders within its jurisdiction, but shall pay to the other country $3 / 4$ ths of one per cent. on the amount of such orders.

## ARTICLE 4.

The service of the Postal money-order system between the two countries, shall be performed exclusively by: the agency of Offices of Exchange. On the part of the United States the Office of Exchange shall be New York, and on the part of the United Kingdom London.

Orders shall be drawn only on the authorized money-order offices of the respective countries; and each Postal Administration shall furnish to the other a List of such offices, and shall, from time to time, notify any addition to, or change in such list.

## ARTICLE 5.

No money order shall be issued unless the applicant furnish the name and address of the person to whom the amount is to be paid, and his own name and address; or, the name of the firm, or company who are the remitters or payees, together with the addresses of each.

The money orders, issued in either country; shall be forwarded by the remitters to the payees, at their own expense.

## ARTICLE 6.

The advices of all money orders issued upon the United Kingdom by the post offices in the United States shall be sent to the Office of Exchange at New York, where they shall be impressed with a dated stamp (Form "A") showing the amount to be paid in Sterling money", and transmitted, by the next mail, to the Chief Office at London, accompanied by a List, in duplicate, drawn upon the model-of Form "B".

The advices, on their arrival in London, shall be compared with the entries in the List, and, afterwards dispatched to the paying offices:

In like manner the advices of money orders, drawn on the United States by postmasters in the United Kingdom, shall be sent to the Chief Office at London, shall there be impressed with a dated stamp (Form "A") showing the amount to be paid in United States money, and be dispatched accompanied by a List, in duplicate, (Form "C"'). to the Office of Exchange at New York, by the next mail.

The advices, on their receipt at New York, shall be compared with the entries in the List, and afterwards dispatched to the paying offices.

The advices of orders issued in the United States in the month of December, which may arrive at the Office of Exchange at New York in the earlier days of the following month, shall be entered on Lists supplementary to that of the last day of the month of December, and, in like manner; the advices of orders issued in the United Kingdom in the month of June, which may arrive at the Chief Office at London in the earlier days of the following month, shall be entered on Lists supplementary to that of the last day of the month of June.

Each Exchange Office shall certify its orders to the other in amounts designated in the denominations of the money both of the dispatching and receiving country, at the rate of conversion established by Article 13 of this Convention. The amounts, so converted, shall be checked at the receiving Office of Exchange.

## article 7.

The Lists, dispatched from each Office of Exchange, shall be uumbered consecutively, commencing with No. 1. at the beginning of the month of July in each year; and the entries in these Lists shall also have consecutive numbers.

Of each List dispatched a duplicate shall be sent, which duplicate, after being verified by the receiving Office of Exchange, shall be returned to the dispatching Office of Exchange.

Each Office of Exchange shall promptly communicate to the other the correction of any simple error, which it may discover in the verification of the Lists.

When the Lists shall show irregularities, which the receiving Office shall not be able to rectify, that Office shall apply for an explanation to the dispatching Office, and such explanation shall be afforded without delay.

Should any List fail to be received in due course, the dispatching Office, on receiving information to that effect, shall transmit, without delay, a duplicate of the List, duly certified as such.

## article 8.

Duplicate orders shall only be issued by the Postal Administration of the country, on which the original orders were drawn, and in conformity with the regulations established, or, to be established, in that country.

## ARTICLE 9.

The orders, issued by each country on the other, shall be subject, as regards payment, to the regulations which govern the payment of inland orders of the country, on which they were drawn.

The paid orders shall remain in the possession of the country of payment.

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Repayment of orders to remitters shall not be made until an authorization for such repayment shall first have been obtained by the country of issue from the country where such orders are payable, and the amounts of the repaid orders shall be duly credited to the former country in the quarterly account (Article. 12).

It is the province of each Postal Administration to determine the manner in which repayment to the remitters is to be made.

## ARTICLE 11.

Orders which shall not have been paid within twelve calendar months from the month of issue, shall become void, and the sums received shall accrue to, and be at the disposal of the country of origin.

The British Office shall, therefore, enter to the credit of the United States, in the quarterlv account, all money orders entered in the Lists received from the United States, which remain unpaid at the end of the period specified (Article 12).

On the other hand the Post Office Department of the United States shall, at the close of each month, transmit to the British Office, for entry in the quarterly account, a detailed statement of all orders, included in the Lists dispatched from the latter Office, which under this Article become void.

## article 12.

At the close of each quarter an account shall be prepared at the Chief Office London, showing in detail the totals of the Lists, containing the particulars of orders issued in either country during the quarter, and the balance resulting from such transactions.

Three copies of this account shall be transmitted to the Post Office Department of the United States at Washington, and the balance, after proper verification, shall, if due by the Post Office Department of the United States, be paid at London, but, if due by the British Post Office, it shall be paid at New York, and always in the money of the country to which the payment is made.

If pending the settlement of an account, one of the two Postal Administrations shall ascertain that it owes the other a balance exceeding $£ 1000$ sterling, the indebted Administration shall promptly remit the approximate amount of such balance to the credit of the other.

This amount, and the letters which accompany such intermediate remittances, shall be in accordance with the forms " $D$ ", " $E$ ", " $F$ ", " $G$ ", and "H", annexed to this Convention.

## article 13.

Until the two Postal Administrations shall consent to an alteration, it is agreed that in all matters of account, relative to money orders, which shall result from the execution of the present Convention, the pound sterling of Great Britain shall be considered as equivalent to 4 dollars 87 cents of the money of the United States.

## ARTICLE 14.

The Postal Administration in each country shall be authorized to adopt any additional rules, (if not repugnant to the foregoing,) for the greater security against fraud, or, for the better working of the system generally.

All such additional rules, however, must be promptly communicated to the Post Office of the other country.

ARTICLE 16.
This present Convention shall be substituted for, and shall take cffect, in lieu of all previous Conventions or arrangements relative to the exchange of money orders between the two countries, on the 1st day of April 1880, and shall continue in force until twelve months after either of the contracting parties shall have notified to the other its intention to terminate it.

Done in duplicate and signed in Washington on the 18th day of December in the year of our Lord, 1879, and in London on the 2nd day of December in the year of our Lord, 1879.
D. M. KEY,

Postmaster General of the United States.
[Seal of the Post Office Department of the United States.] JOHN MANNERS,
Postmaster General of the United Kingdom.
[Seal of the Post Office Department of the United Kingdom.]
I hereby approve the foregoing amended Convention, and in testimony thereof I have caused the seal of the United States to be hereto affixed.

R. B. HAYS.

[Seal of the United States.]
By the President:
Wm. M. Etarts,
Secretary of State.
December 19 th, 1879.
Note :-The maximum for each order subsequently has been increased to $£=0$ terlinis $\$ 100$ in the money of the United States.

## LIST OF CONVENTIONS CONCLUDED BETWEEN THE UNITED STATES AND FOREIGN GOVERNMENTS FOR THE EXCHANGE OF MONEY ORDERS.




## NOTES ON THE MONEY ORDER SYSTEMS OF OTHER COUNTRIES.

Countries having postal money-order systems arrange themselves in two general groups:

1. The United States, Great Britain, her colonies, protectorates and dependencies, comprising Canada, the Commonwealth of Australia, the Union of South Africa, Egypt and Hongkong;
2. The countries of Continental Europe-Austria, Belgium, Denmark, Germany, Greece, Hungary, Italy, Luxemburg, Netherlands, Norway, Russia, Sweden and Switzerland.

The general distinction between the two groups is that the countries named in the first (excepting the United States) rely upon an advice to facilitate and safeguard payment; those in the second use a card order sent in open mail by the issuing to the paying postmaster. In the first case, the intending remitter must file with the proper amount for order and fee a written application containing the full particulars of the remittance-amount, name and address of sender and of payee, from which the postmaster prepares the order, which is then handed to the applicant to be mailed at his own expense to the payee.

Card orders are printed on thin boards and supplied to applicants free or at a merely nominal charge. The remitter fills in the required spaces on the card and hands it with the needed sum to the postmaster. Postage stamps representing the amount of the fee are affixed to the card, which is then numbered, signed, stamped and mailed by the postmaster. No written application is required from the remitter who receives, however, for his protection, a coupon receipt corresponding to the order. (The foregoing statements refer particularly to Germany, but are believed to apply equally to the other countries named in the same class.) When it reaches the office of delivery, the order is given to a letter carrier, who calls at the designated address, pays the amount to the payee, and obtains the latter's signature to a form of receipt on the back of the card, which is then returned to the postmaster at the office of payment.

France uses both forms of money order and is in a class by herself.
As a separate feature or adjunct of the money-order systems, many countries issue postal orders or notes for small sums, limiting the amount to the equivalent of $\$ 5$ or $\$ 10$. The notes of Great Britain and Canada are printed in fixed denominations from 6 pence to 21 shillings in the one case, and from 20 cents to 10 dollars in the other. Twenty-two separate pieces are needed to complete a set of British notes, and eighteen of the Canadian. Intermediate amounts may be represented by canceled postage stamps affixed to the notes.

In the French service, it is understood, fractions being excluded, the amounts are expressed in writing, from one franc to twenty tranes.

In effect, card orders and postal notes are money orders without advices, issued by the postmaster with the minimum expenditure of time and labor consistent with a reasonable degree of safety. As already explained, postal notes are for small amounts only, and as unight be expected, greatly outnumber the issues of money orders.

The following statistics for the domestic money order transactions of the principal foreign countries are taken from the table of statistics for the year 1913 published by the International Bureau at Berne, Switzerland.

| Country. | Number: | Value in Trancs. |
| :---: | :---: | :---: |
| Austria | \%3,921,410 | 1,706,648,861 |
| France | 67.646,509 | 3,291,907,326 |
| Germany | 172,984,930 | 10,590,722,250 |
| Great Britain | * $163,712,000$ | 2,531,566,800 |
| Italy --- | 26,562,390 | 2,960,607,097 |

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[^0]:    The object ${ }^{*} *$ sought to be gained was a more rapid adjustment of the accounts of the issuing postmasters, at that time greatly in arrears. These conditions no longer exist; certain great imperfections in the form, making frauds possible, were discovered almost'simultaneously with its adoption; the Department was involved in litigation. Which threatened to actually suspend the operation of the system upon the alleged claim that the form was an infringement of a patent. Tilese reasons

[^1]:    In conclusion, 1 beg to express the opinion that the transfer of small sums by: mail, at comparatively cheap rates, can be effected with less risk of losis to the pubiic and to the Department by the money order and adrice now in use than by any postal note device that has yet been proposed.

[^2]:    INTERNATIONAL MONEY-ORDER SERVICE.

[^3]:    ［670．L

[^4]:    1902, April 12. Vol. 32, Statutes-at-Large STAMP TAX ON MONEY ORDERS, p. 97.

[^5]:    *Includes Postal Orders-152,340,000, yalue Fris. 1,338,271,200. In the monthly Journal for September, 1915, published by the International Bureau, it is stated that the number of inland orders issued by Great Britain $\ln 1913-1914$ was 11,372;000, and that these figures include $3,398,000$ Government and 690,000 telegraph orders. "Most of the Government money orders are issued by the Inland Revenue, the War Office and the Admiralty."

[^6]:    Whndward Islands........ 40 (1884)
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