



ST. CHRISTOPHER AND NEVIS

CHAPTER 16.03

POST OFFICE ACT and Subsidiary Legislation

Revised Edition

showing the law as at 31 December 2009

This is a revised edition of the law, prepared by the Law Revision Commissioner under the authority of the Law Revision Act, Cap. 1.03.

This edition contains a consolidation of the following laws—

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CHAPTER 16.03
POST OFFICE ACT

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CHAPTER 16.03
POST OFFICE ACT

AN ACT TO MAKE PROVISION FOR THE ADMINISTRATION OF POSTAL SERVICES IN THE STATE; AND TO MAKE PROVISION FOR RELATED OR INCIDENTAL MATTERS.

PART I
PRELIMINARY

Short title.

1. This Act may be cited as the Post Office Act.

Interpretation.

2. In this Act—

“postal packet” means a letter, postcard, newspaper, book-packet, pattern, or sample packet, circular, legal and commercial document, packet of photographs, and every packet or article which is not for the time being prohibited by or in pursuance of the United Kingdom Post Office Acts and this Act from being sent by post:

Every postal packet shall be deemed to be a post letter within the meaning of the Post Office Offences Act, Cap. 4.24;

(Amended by Act 18 of 1969)

“foreign postal packets” means postal packets either posted in the State and sent to a place out of the State, or posted out of the State and sent to a place in the State;

(Amended by Act 18 of 1969)

“General Post Office” means the main Post Office in the State, situated in the Town of Basseterre;

(Inserted by Act 18 of 1969)

“inland postal packets” means postal packets posted within the State and sent to some place within the State;

(Amended by Act 18 of 1969)

“Minister” means the Minister of Government for the time being charged with responsibility for the Post Office and postal matters;

(Inserted by Act 18 of 1969)

“parcel” means all such postal packets as by the regulations of the United Kingdom Treasury or of the postal administration of the State are defined to be parcels;

(Amended by Act 18 of 1969)

“reply post card” means a post card of such a character that the person receiving the same may, without further payment again transmit the same, or a part thereof, through the post.

PART II

ESTABLISHMENT AND ADMINISTRATION

Postal administration vested in the Cabinet.

3. (1) The postal administration of the State is vested in the Cabinet.
- (2) The Cabinet may make rules providing for, regulating, and controlling—
 - (a) the issue and payment of money orders and postal orders;
 - (b) the carriage, delivery, registration, and insurance of parcels, inland postal packets, and foreign postal packets.
- (3) Cabinet may fix the rates of postage, commissions or other sums to be charged in respect of money orders, postal orders, postal packets and parcels, transmitted, conveyed, or delivered for conveyance by post, registered or insured or liable to be charged with rates of postage or other sums, and may regulate the limit of issue, the scale of weights, and the circumstances according to which such commissions, rates, or sums are to be charged, and may remit any such rates or sums, and such indemnity shall be paid in respect of the loss of any postal packet or parcel registered or insured as shall be provided for in the rules.

(Amended by Act 18 of 1969)

Establishment of post offices.

4. The Cabinet may make rules providing for the establishment, disestablishment, management, control of, and the regulation of business in, general post offices, branch post offices and sub-post offices, for the receipt and transmission of mails, from and to places without and within the limits of the State, and such rules shall on publication in the *Gazette* have the same effect as if enacted in this Act.

(Amended by Act 18 of 1969)

Payment of expenses of postal administration.

5. The expenses of the postal administration in the State shall be defrayed out of the general revenue of the State.

(Amended by Act 18 of 1969)

Payments to be included in expenses of postal administration.

6. The expenses of the postal administration shall include the contributions to the West India Mail Service, the carriage and transit charges on mails despatched, the collection of postal revenue due to the United Kingdom government post office or any colonial or foreign post office under postal regulations or conventions for the time being in force, the salaries of postmasters, sub-postmasters, clerks, postmen, and servants, the commissions paid for sales of stamps, the rent of offices for the postal service, the cost of stationery, and all other expenses incidental to the efficient conduct of the postal administration of the State.

(Amended by Act 18 of 1969)

Powers under this Act to be in addition to and not in contravention of United Kingdom Post Office Acts.

7. The powers given to the postal administration of the State by this Act and all other provisions of this Act are intended to be in addition to and not in contravention of any law so far as the same extend or shall extend to the State, and the postal administration of the State established by this Act shall in all respects conform to the

rules and regulations regarding postal matters made under the provisions of the aforesaid Acts in so far as aforesaid in the same manner and to the same extent as the postal authorities heretofore established in the State have been thereunto accustomed and required by law.

(Amended by Act 18 of 1969)

PART III

CONVENTIONS, ETC.

Minister may enter into postal arrangements or agreements.

8. The Minister may, at any time, enter into any convention, arrangements, or agreements with respect to the postal administration of the State when such arrangements or agreements are, in the opinion of the Cabinet, necessary or advisable, and from time to time with the advice of the Cabinet to alter, amend, or rescind the same.

(Amended by Act 18 of 1969)

Minister may make arrangements for reply post cards.

9. The Minister may come to mutual arrangements, on behalf of the State, with the postal authorities of the United Kingdom and of the States and Territories specified in the First Schedule, for the adoption of post cards with paid replies, and, in pursuance of such arrangements, to cause to be issued reply post cards, and to fix a rate of postage for such reply post cards, not exceeding double the rate charged for an ordinary post card.

(Amended by Act 18 of 1969)

Regulations for reply post cards.

10. The Cabinet may frame and issue such regulations to the post offices as shall insure that reply post cards shall be delivered free of charge at their first address, and that the portion for reply, when detached and posted, shall be entitled equally to free transmission from the State to England after the stamp has been obliterated in the usual manner at the General Post Office, and further that free currency shall be given, through the several post offices of the State, to any reply cards originating in the United Kingdom, or in any of the States and Territories mentioned in the First Schedule, the postal authorities of which are willing to grant like privileges to reply cards originating in the State.

(Amended by Act 18 of 1969)

PART IV

OFFICERS

Appointment of postmaster.

11. The Governor-General may, in accordance with the recommendation of the Public Service Commission, appoint a postmaster for the State at such salary as may be approved by the National Assembly.

(Amended by Act 18 of 1969)

Appointment of clerks, etc.

12. The Governor-General may, acting in accordance with the recommendation of the Public Service Commission appoint sufficient clerks, sub-postmasters, deputies, agents, postmen, letter carriers, and servants under the postmaster for the better managing of the post office at the places where posts or postal communications shall be established, and, wherever the postmaster is by the Post Office laws of the United Kingdom or of the State and regulations empowered or required to do any act, all such clerks, sub-postmasters, deputies, agents, and servants, according to the nature and extent of their commissions, or deputation or appointment, shall be held to be so empowered or required unless the contrary be expressed therein.

(Amended by Act 18 of 1969)

Postmasters etc., exempt from service on juries.

13. No postmaster nor any officer nor servant of the postal service shall be compelled to serve on any jury or inquest, any law to the contrary notwithstanding.

PART V

CONDUCT OF BUSINESS

Postage to be paid by stamps.

14. The rates of postage, fees for registration, insurance, acknowledgment of delivery of registered packets, acknowledgment of payment of money orders, agreements for delivery of "duty free" parcels, and for correspondence posted late payable in pursuance of this Act, or the rules, regulations, arrangements, agreements, or conventions made under the Act, shall be paid by stamps, and the Minister shall, from time to time, provide proper dies and other implements for denoting by adhesive or embossed or impressed, stamps or otherwise such rates and sums, and all stamps and dies and other implements for denoting the same, heretofore in use in the State and in the possession of any public officer for sale or use, shall from and after the passing of this Act be the property and under the control of the postal administration of the State.

(Amended by Act 18 of 1969)

Franking machines.

15. (1) Notwithstanding anything to the contrary contained in this Act or in any other enactment, the Postmaster may grant licences to use franking machines together with such meter or meters and franking and date stamping die or dies as may be specified therein at any place in the State on such terms and conditions (including the payment of fees) as may be set out in the licence.

(2) The Postmaster may cancel a licence granted under this section if any of the terms or conditions thereof or any regulation made under this Act in relation to postal franking machines is contravened.

(3) Any person who uses a postal franking machine without having a licence in force in respect of the machine commits an offence against this Act and shall be liable, on summary conviction, of the machine to a fine not exceeding one thousand five hundred dollars, and, in case of a continuing offence, to a further fine of three hundred dollars for each day during which the offence continues.

(Inserted by Act 18 of 1969 and amended by Act 9 of 1986)

Postal administration to have exclusive right of conveying letters, with certain exceptions.

16. (1) Within the limits and along the coasts of the State the postal administration shall have the exclusive privilege of conveying from one place to another within the State all letters except in the following cases, and shall also have the exclusive privilege of performing all the incidental services of receiving, collecting, sending, despatching, and delivering all letters within the State, and all letters going to or coming from parts beyond the State, except in the following cases—

- (a) letters sent by a private friend on his or her way on journey, so that such letters be delivered by such friend to the party to whom they are directed;
- (b) letters sent by a messenger on purpose concerning the private affairs of the sender or receiver thereof;
- (c) commissions or returns thereof, and affidavits and writs, process or proceedings or returns thereof, issuing out of a Court of Justice;
- (d) letters concerning goods or merchandise, sent by common known carriers, to be delivered with the goods which such letters concern without hire, or reward, or other profits or advantage for receiving or delivering such letters:

But nothing herein contained shall authorise any person to make a collection of such excepted letters for the purpose of sending them in the manner hereby authorised.

(2) The following persons are expressly forbidden to carry a letter, or to receive or collect, or deliver a letter, although they shall not receive, hire or reward for the same—

- (a) common known carriers, their servants or agents, except a letter concerning goods in their boats, carts, or wagons; and
- (b) owners, drivers, or guards of carriages employed in the transmission of letters.

(Amended by Act 18 of 1969)

Cabinet to make rules for the granting of compensation for loss or damage of parcels carried by post.

17. (1) The Cabinet may make rules for the granting of compensation, in such cases and subject to such conditions as the Cabinet shall think fit, for loss or damage of parcels carried by the post, and may, from time to time, make arrangements for the payment of such compensation as is allowed by such rules in the case of parcels exchanged between the United Kingdom, or any Colony or other country, and this State:

(Amended by Act 18 of 1969)

Provided that—

- (a) no compensation shall, in any case, be given where the loss or damage arises from causes beyond control; and
- (b) no compensation for loss or damage to any such parcel shall be made unless it is authorised by such rules so made as aforesaid.

(2) Any payment made for compensation shall be included in the expenses of the postal administration.

Articles prohibited to be posted.

18. (1) No person shall post or cause to be posted or sent or cause to be sent or tendered or delivered in order to be sent by post, any postal packet—

- (a) containing any explosive or dangerous material or substance;
- (b) containing any indecent or obscene prints, paintings, lithographs, photographs, engravings, books, cards or other indecent or obscene articles;
- (c) containing opium, morphine, cocaine, heroin or other narcotics; or
- (d) having thereon or on the covers thereof any words, marks or designs of an indecent, obscene, libellous or grossly offensive character.

(2) The Cabinet may make such regulations as it may think fit for preventing the sending or delivery by post of the aforesaid things.

(Substituted by Act 18 of 1969)

Application of customs enactments to parcels sent by post.

19. (1) Subject to any regulations made under this section the provisions of the Acts for the time being in force in the State relating to customs, in this Act referred to as customs enactments, shall apply to goods contained in foreign parcels in like manner so far as is consistent with the tenor thereof as they apply to any other goods, and persons may be punished for offences against the said enactments, and goods may be examined, seized, and forfeited, and the officers seizing and examining them shall be protected, and legal proceedings in relation to the matters aforesaid may be taken accordingly under the said enactments.

(2) The Cabinet may, on the recommendation of the Comptroller of Customs in the State, from time to time, make and when made revoke and vary regulations for the purpose of modifying or excepting the application of any of the customs enactments to foreign and postal packets for the purpose of securing in the case of such postal packets the observance of the customs enactments and for enabling the officers of the postal administration to perform for the purposes of those enactments or otherwise all or any of the duties of the importer and exporter, and for carrying into effect any arrangement with the United Kingdom Treasury or the Government of any Commonwealth Country or British possession with reference to foreign parcels, and for punishing any contravention of the customs enactments or of the regulations made under this section.

(3) The postal administration shall have the same right of recovering any sums paid in pursuance of the customs enactments or otherwise under the said regulations in respect of parcels brought to the State as the postal administration would have if the sum so paid were a rate of postage.

(4) A contravention of the regulations in force under this section shall be deemed to be a contravention of the customs enactments of the State and shall involve accordingly the like punishment of persons found guilty thereof and the like forfeiture of goods.

(Amended by Act 18 of 1969)

Recovery of unpaid postage.

20. All unpaid postage rates and duties imposed by or in virtue of the provisions of this Act or the rules or regulations made under the Act may be sued for and recovered with full costs of suit in the name of the Attorney-General before any Magistrate on

the complaint of any postmaster or his or her deputy thereunto lawfully authorised.

(Amended by Act 18 of 1969)

Liability of sender and addressee for unpaid postage.

21. In all cases in which the postage of any unstamped postal packet shall not have been paid by the sender it shall be paid by the person to whom the letter is addressed on the delivery thereof to him or her, but if the letter is refused or the party to whom it is addressed shall be dead or cannot be found the writer or sender shall pay the postage.

Provisions for recovery of unpaid postage from sender.

22. In all cases in which the postage of any unstamped postal packet shall not have been paid by the sender of the postal packet and the party to whom such shall be addressed shall upon receiving the same and paying the postage thereof be desirous to reject such postal packet and to compel the sender thereof to pay such postage it shall be lawful for any postmaster, upon the application of the party to whom the postal packet shall be addressed and under such regulations as the Cabinet shall think fit, to charge the postage thereof to the sender of such postal packet and also the additional postage of returning the same to him or her, and in every such case the sender of such postal packet shall pay the postage of sending and also of returning the same:

(Amended by Act 18 of 1969)

Provided that nothing herein contained shall operate to release the party to whom any such postal packet shall be originally addressed from his or her liability to pay the postage thereof upon the delivery of such letter to him or her.

Who to be deemed the sender of an unpaid letter.

23. In any suit or proceeding for the recovery of any postage payable under or by virtue of the post office laws of the State or of the United Kingdom Parliament the person from whom any postal packet in respect of which postage shall be sought to be recovered shall purport to have come shall be deemed to be the sender thereof, and the onus shall lie upon the party proceeded against to prove that such postal packet did not come from and was not sent by him or her.

(Amended by Act 18 of 1969)

Post office stamp to be evidence of refusal, etc., of letters.

24. Upon the trial or hearing of any action or proceeding for the recovery of any postage the production of any postal packet in respect of which such postage shall be sought to be recovered, having thereon a post office stamp denoting that such letter has been refused or rejected or that the party to whom the same is addressed is dead or could not be found, shall be *prima facie* evidence of the refusal or rejection of such letter or that such person was dead or could not be found according to the import and meaning of the said post office stamp thereupon.

Letters of soldiers and sailors exempt from inland postage.

25. No inland postage shall be charged or payable on any letters sent to or received by any private soldier or common seaman on his or her own private concerns who shall be actually employed in the Crown's Service.

Cabinet to decide questions as to postal packets.

26. If any question arises as to whether any postal packet is a letter, postcard, newspaper, supplement, book-packet, circular, or other description of postal packet or parcel within the meaning of this Act or any rule or regulation made under this Act, the decision thereon of the Cabinet shall be final.

(Amended by Act 18 of 1969)

PART VI

MISCELLANEOUS

Police to assist in postal service.

27. It shall be incumbent upon all police officers to assist in the postal service of the State in such manner as the Cabinet shall, from time to time, direct, and, within the limits of such directions, such officers shall be deemed to be officers and servants of the postal service.

(Amended by Act 18 of 1969)

Attorney-General may compound actions, etc., for penalties under this Act.

28. The Attorney-General may compromise and compound any action, suit, bill, plaint, or information which shall at any time be commenced in his or her name by the authority of the postal administration or any officer thereof against any person for recovering penalties incurred under this or any other post office Act on such terms and conditions as the Attorney-General after consultation with the Minister shall think proper with full power to him or her or any officer of the Crown by him or her thereunto authorised to accept the penalties so incurred or alleged to be incurred or any part thereof without action, suit, or information brought or commenced for the recovery thereof.

(Amended by Act 18 of 1969)

Exemption from stamp duty.

29. Every deed, instrument, money order or postal order, bill, cheque, receipt or other document made or executed for the purpose of a post office by, to or with, the Crown or any officer of a post office, shall be exempt from any stamp duty imposed by any Act, past or future, except where that duty is declared by the document, or by some memorandum endorsed thereon, to be payable by some person other than a postmaster, and except so far as any future Act specifically charges the duty.

(Amended by Act 6 of 1976)

Regulations etc., to be laid before National Assembly.

30. A copy of all rules and regulations and of every convention, arrangement or agreement made under this Act shall be laid before the National Assembly at its first meeting next after such rules and regulations shall have been made or such convention, arrangement, or agreement shall have been entered into.

(Amended by Act 18 of 1969)

Cabinet may add to or delete names from the First Schedule.

31. The Cabinet may, from time to time, by Order, add the name of any country to

or delete the name of any country from the First Schedule to this Act.
(Inserted by Act 18 of 1969)

FIRST SCHEDULE

(Section 10 and 31)

Antigua	Kenya
Australia	Lacative Islands
Bahamas	Lesotho
Barbados	Maladive Islands
Bermuda	Malawi
Botswana	Malaysia
British Honduras	Malta
British Virgin Islands	Mauritius
Canada	Montserrat
Cayman Islands	New Zealand
Ceylon	Nigeria
Cook Islands	Pakistan
Cyprus	St. Helena
Dominica	St. Lucia
Falkland Islands	St. Vincent
Fiji Islands	Seychelles
Gambia	Sierra Leone
Ghana	Singapore
Gibraltar	Swaziland
Grenada	Tanzania
Guyana	Trinidad and Tobago
Hong Kong	Turks and Caicos Islands
India	Uganda
Jamaica	Zambia.

(Substituted by Act 18 of 1969)

SECOND SCHEDULE*(Section 3)***POSTAL SERVICES RULES AND REGULATIONS****Short title.**

1. These Rules and Regulations may be cited as the Postal Service Rules and Regulations.

Interpretation.

2. In these Rules and Regulations—

“Act” means the Post Office Act;

“air-letter” means a letter in a form which complies with the requirements specified for aerogrammes by the Universal Postal Convention;

“fictitious stamp” means any facsimile, imitation or representation, whether on paper or otherwise, of any stamp for the time being authorised or required to be used for the purposes of the Post Office or of any stamp for denoting a current rate of postage of any country, State or territory outside the State;

“inland”, when used in relation to any postal article, or any description thereof, means posted within and addressed to some place within the State;

“insured letter” and “insured box” shall be deemed respectively to include any insured letter and insured box which is transmissible under the Universal Postal Union Agreement for the exchange of insured letters and boxes for the time being in force, and the regulations thereunder;

“letter” includes any communication in the nature of actual and personal correspondence;

“Master” means the person having command or charge of a ship;

“Minister” means the Minister of Government for the time being charged with responsibility for the Post Office and postal matters;

“other articles” means commercial papers, printed papers of every kind including articles impressed in relief for the use of the blind, samples of merchandise and small packets, including photographic films for processing;

“parcel” means a postal article which is posted at a post office in the State as a parcel in accordance with the provisions of these Rules and Regulations or any rules and regulations amending the same, or is received at a post office in the State by parcel post;

“port” includes airport;

“postal packet” includes letters and other articles as above defined;

“postcard” means a card recognised as a postcard in accordance with the terms of the Universal Postal Convention and includes a reply paid postcard;

“reply paid postcard” means a postcard in two parts, one of which may without further payment be again transmitted through the post;

“ship” means any schooner, sloop, boat, motor vessel, steamship or other floating craft and any description of aircraft;

“Universal Postal Convention” means the convention concluded between the countries of the Universal Postal Union at Vienna on the 10th July, 1964, and any modifications or revisions of such convention.

Post Office Sub Divisions.

3. The Post Offices now established in the State or hereafter to be established shall be divided into three groups, namely the General Post Office, Branch Post Offices and Sub Post Offices.

General Post Office.

4. The Head Post Office in the town of Basseterre in the Island of Saint Christopher shall be the General Post Office for the State.

Branch Post Offices and Sub Post Offices.

5. (1) The Post Offices, (other than the General Post Office) in the State shall be Branch Post Offices or Sub Post Offices respectively as specified in Schedule 1 to these rules and regulation.

(2) Branch Post Offices and Sub Post Offices shall be a part of the Post Office Department, and any officer of any Branch Post Office or Sub Post Office shall be an officer of the Post Office.

Control and Management of Post Offices.

6. The General Post Office and all other Post Offices in the State shall, be under the control and management of the Postmaster who shall be responsible to the Minister.

Branch Postmasters or Branch Postmistresses.

7. The person in charge of a Branch Post Office shall be styled Branch Postmaster or Branch Postmistress and every Branch Postmaster and Branch Postmistress and the officers of any Branch Post Office shall be under the immediate orders and direction of the Postmaster as the head of the department, and shall make all their financial and other returns, reports and payments to or through him or her.

Sub-Postmasters or Sub-Postmistresses.

8. The person in charge of Sub-Post Offices shall be styled Sub-Postmaster or Sub-Postmistress, and every Sub-Postmaster or Sub-Postmistress and the officers of any Sub-Post Office shall be under the immediate orders and direction of the Postmaster as the head of the department, and shall make all their financial and other returns, reports and payments to or through him or her.

Names of Post Offices.

9. The designations contained in Schedule 1 to these rules and regulations shall be the official names of the several Post Offices and shall be used in all post marks and for all purposes subject as hereinafter provided in respect of Money Order Offices.

Money Order Offices.

10. The General Post Office and the Branch Post Offices are money order offices, and shall be described in the headings of money orders and their relative advices with

the name of the State first in the manner set forth in Schedule 2 to these rules and regulations.

Hours of Business.

11. (1) Subject to any special arrangements which may be made by the Postmaster, after consultation with the Minister, the General Post Office and Branch Post Offices shall be opened to the public

- | | | |
|---|---|---|
| (a) for the sale of stamps and the acceptance and delivery of registered correspondence | } | from 8 a.m. to 3.00 p.m. on week days; except Thursdays, and
from 8 a.m. to 11.00 a.m. on Thursdays |
| (b) for money order and postal order business | } | from 9 a.m. to 12 noon and from 1.00 p.m. to 2.30 p.m. on week days; except Thursdays, and
from 9 a.m. to 11 a.m. on Thursdays |
| (c) for parcel post business | } | from 8 a.m. to 12 noon on week days; except Thursdays, and from 8 a.m. to 11 a.m. on Thursdays. |

(Amended by S.R.O. 9/1979)

(2) Whenever the arrival at the State or the departure from the State of any ship with mail occurs at other than the aforesaid hours of business the General Post Office and any Branch Post Office may be opened for the receipt and delivery of mails, for the despatch of mails, and for the transaction of such other business as the Minister may think necessary and expedient for such time and during such hours as he or she may direct.

Air Mail Postage.

12. (1) The rates of postage on postal packets other than parcels, transmitted by air shall be as prescribed in Part 1 of Schedule 3 to these rules and regulations.

(2) Postal packets to be forwarded by air shall be marked "By Air Mail" or "Par Avion" or "Per Correo Aeres" at the top left-hand corner on the address side.

(3) The rates of postage on parcels transmitted by air shall be as prescribed in Part II of Schedule 3 to these rules and regulations.

(4) Where postal packets or parcels are to be transmitted or forwarded by air to any destination not specified in Schedule 3 to these rules and regulations, the Postmaster may apply appropriate rates of postage in respect of such postal packet or parcel.

(5) Insufficiently stamped postal packets, even if they are marked "By Air Mail" or "Par Avion" or "Par Correo Aeres" will be forwarded by surface mail unless at least 75 per cent of the air mail postage has been prepaid, and if 75 per cent or more of the air mail postage has been prepaid the postal packet will be taxed with an amount equivalent to twice the deficiency and forwarded by air.

Surface Mail Postage.

13. The rates of postage by surface mail on postal packets (other than parcels) and the fees payable for registration and insurance out shall be as set forth in Schedule 4 to these rules and regulations.

Payment of Postage Fees.

14. (1) Except as the postmaster may otherwise direct, and subject to the provision of these rules and regulations, the postage and fees payable on every postal packet, and the fees payable in respect of postal facilities shall be prepaid.

(2) The provision of these rules and regulations with reference to prepayment of postage and fees shall not apply to the postage payable on business reply packets or postage forward parcels, or to the postage and fees payable on postal packets with respect to which the Government has entered into an arrangement with the senders for the grant of credit facilities.

(3) Payment of postage or fees payable under these rules and regulations may be denoted—

- (a) by adhesive postage stamps;
- (b) by impressions of stamping machines working under the direction or by the permission of the Postmaster;
- (c) by the use of a stamped envelope, cover, postcard, or other postal form; or
- (d) in such other manner as the Postmaster may from time to time permit.

(4) No stamp indicating on the face thereof payment of a registration fee as well as postage shall be used to denote payment of postage or fees on any unregistered postal packet.

(5) Subject to the provision of the regulations relating thereto, the stamp or impression denoting payment of postage or fees shall be placed in such position on the envelope, cover, postcard, or other form as the Postmaster may consider appropriate.

Prohibitions.

15. (1) There shall not be conveyed or delivered by post any postal packet of a description referred to in subsection (1) of section 17 of the Act.

(2) There shall not be posted or conveyed or delivered by post any postal packet—

- (a) containing any imitation of a currency note within the meaning of section 11 of the Currency Act or of any re-enactment of that section;
- (b) containing or bearing any fictitious stamp or any counterfeit impression of a stamping machine used under the direction or by the permission of the Postmaster or any counterfeit of any other impression authorised by or under these rules and regulations to be used to denote payment of postage or fees;
- (c) having thereon, or on the cover thereof, any words, letters, or marks (used without due authority) which signify, or imply, or may reasonably lead the recipient thereof to believe, that the postal packet is sent on Crown's Service;

- (d) of such form or colour or so made up for transmission by post as to be likely in the opinion of the Postmaster to embarrass the officers of the Post Office in dealing with the packet;
- (e) having anything written, printed or otherwise impressed upon or attached to any part of the postal packet which, either by tending to prevent the easy and quick reading of the address of the packet or by inconvenient proximity to the stamp or stamps used in the payment of postage, or in any other way, is in itself, or in the manner in which it is written, printed, impressed, or attached, likely in the opinion of the Postmaster to embarrass the officers of the Post Office in dealing with the packet;
- (f) whereon the payment of any postage or fees purports to be denoted by any stamp or impression which has been previously used to denote payment of the postage or fees on any other postal packet or any other revenue duty or tax.

Miscellaneous Services.

16. The charges to be made for the miscellaneous services enumerated in Schedule 5 to these rules and regulations shall be at the rates set forth in that Schedule.

Affixing of Stamps.

17. Stamps in prepayment of postage or other charges upon any postal articles shall be affixed upon the face of such article in the top right hand corner thereof, and it shall not be obligatory upon Post Offices to take notice of any stamps which are affixed elsewhere.

Postal Stationery.

18. (1) Air letter forms shall be sold at the postage value represented by the stamp impressed thereon.

(2) Embossed or impressed postage stamps cut out of postal envelopes or postcards issued by the Post Offices of the State may be used as adhesive stamps in payment of postage charges provided they are not imperfect, mutilated or defaced in any way, and stamps indicating the payment of registration fee may be used only for registered correspondence.

Reply-paid Postcards.

19. Reply-paid postcards shall not be issued in the State, and the reply halves of reply-paid postcards issued by other Postal Administrations shall be accepted subject to the regulations of the Universal Postal Union.

Reply Coupons.

20. Reply coupons shall not be issued in the State, and International Reply Coupons issued by other Postal Administrations shall be exchangeable at any Money Order Office in the State for stamps; the rate of exchange being stamps to the value of 30 cents for each coupon.

Recalling detention or diversion of Postal Packets.

21. (1) No letter, parcel or other postal packet, once it has been posted in a Post Office receptacle or handed to any officer of the Post Office in the course of his or her duty shall be taken out of the post.

(2) No letter, parcel or other postal packet shall be detained or delayed even if a request to that effect appears on the cover thereof.

(3) Letters, parcels or other postal packets shall be forwarded to their addresses and cannot be delivered to any other address at the request of the sender.

(4) Applications to enclose articles inadvertently omitted from a postal packet shall not be entertained.

Franking of Official Postal Article

Government correspondence addressed to places in the State.

22. (1) Government correspondence posted by Government Departments addressed to places in the State, shall be transmitted free by post:

Provided that the weight of any single article does not exceed 4 pounds, it bears on the envelope or cover the words "On Her Majesty's Service" or "On Government Service" and the words "Official Correspondence Only" and is franked with the official stamp of the Government Department.

(2) Such correspondence should not be posted in a letter box, but should be handed in over the counter to a postal clerk; and the clerk receiving the same shall satisfy himself as far as possible that the correspondence is Government correspondence.

(3) The name of the Government Department of origin when printed on an envelope or cover shall not be regarded as a frank unless authenticated by the signature or initials of a person who is entitled to frank Government correspondence.

Government Correspondence and Parcels addressed to places outside the State.

23. (1) Government correspondence addressed to places outside the State shall not be despatched unless they are stamped in the ordinary way by affixing thereto the appropriate postage stamp or by the impression thereon of the stamp of a postal franking machine or a "Paid" hand stamp.

(2) Such letters when duly stamped may be posted in a letter box; and Government parcels addressed to any destination outside the State shall be stamped in the ordinary way by affixing thereto the appropriate postage stamp or by the impression thereon of the stamp of a postal franking machine or a "Paid" hand stamp.

Franking Privileges.

24. (1) Members of the Cabinet, Heads of Government Departments and other persons specially authorised by the Minister may send official correspondence free by post.

(2) The exercise of the privilege of franking shall be confined to correspondence relating exclusively to official business and unless otherwise specially authorised by the Minister, the franking privilege covers only the postage

payable on postal articles addressed to places in the State for transmission by surface mail.

(3) The registration fee shall be paid in respect of registered articles and postage, air mail fee and, if incurred, registration fee, shall be paid in respect of air mail correspondence.

Unlawful Conveyance of Postal Packets.

25. (1) No person shall convey any postal packet to be posted on board any ship.

(2) The master of a ship or any person under his or her control shall not receive on board that ship while in any port of the State postal packets other than those despatched through the Post Office.

Gratuities for Sea Carriage.

26. (1) The gratuities payable to owners, masters or agents of ships conveying mails, including transit mails (other than ships under control or in respect of which a subsidy is paid or in respect of which other arrangements exist for the conveyance of mails) shall be at the rates specified in Schedule 6 to these rules and regulations.

(2) The rates hereby authorised are in respect of the net weights of correspondence and parcels, that is to say, the actual net weight of the postal packets or parcels where easily ascertainable, or where the net weight is not easily ascertainable the gross weight, less ten per centum of the same, shall be deemed to be the net weight.

(3) No gratuities shall be payable in respect of empty bags.

Weight and Dimensions of Postal Articles.

27. The limits of weight and dimensions of postal articles shall be as prescribed in Schedules 4 and 7 to these rules and regulations:

Provided that no parcels of a weight exceeding 22 lbs shall be transmitted from the State until satisfactory arrangements have been made for the despatch of such parcels and the Postmaster gives notice that the Post Office can provide such service.

Packing of Postal Articles.

28. (1) Every postal packet shall be made up and secured in such manner as in the opinion of the Postmaster is calculated to prevent injury to any other postal packet in course of conveyance, or to any receptacle in which the same is conveyed, or to any officer of the Post Office or other persons who may deal with such packet.

(2) Any postal article, which in the opinion of the Postmaster does not comply with the requirements of sub-regulation (1) may be refused acceptance or may be intercepted and detained in the course of transmission, or may be returned to the sender at his or her expense.

Irregular Enclosures in Postal Articles.

29. No postal article directed to one address may contain any other article addressed to a different address and any postal article found to contain any enclosure contrary to this regulation shall be surcharged on delivery with an amount equal to double the postage which would have been payable upon such enclosure if it had been transmitted separately.

Make up and Inspection of certain Postal Articles.

30. Postal articles for transmission at the rates of postage prescribed for printed papers, samples or newspapers shall be made up in such manner as to enable the contents thereof to be easily and readily inspected.

Surcharge of certain Postal Articles containing Irregular Enclosures.

31. Any postal article purporting to be a commercial paper, a printed paper, a sample or a newspaper within the meaning of these regulations which may be found to contravene any of the provisions thereof may be treated as a letter or, if admissible at the parcel rate, as a parcel, and surcharged upon delivery with an amount equal to double the deficient postage at the letter or parcel rate, as the case may be.

Statistics.

32. (1) Once in each year from the first to the fourteenth day of November inclusive or at such other period as may be prescribed a record of the number of the various classes of mail received and despatched, both in the inland and external services, shall be kept for statistical purposes.

(2) Where statistics are recorded in any year in accordance with the International Postal Convention, it will not be necessary to observe a special statistical period for national purposes in respect of external mails and the Statistics recorded for international purposes will be used for the purposes of official and other returns.

Surface Postage Rates on Parcels.

33. (1) The prepaid rates of postage on parcels intended for transmission and places between which parcels may be transmitted from the State by surface mail and the limit of weight and of insurance value thereof shall be as set forth in Schedule 7 to these rules and regulations.

(2) Parcels may, subject to the provisions of these Rules and Regulations, be transmitted by post—

- (a) within the State; and
- (b) between the State and any country or place out of the State with reference to which an arrangement has been made with respect to the conveyance of parcels by post.

Certificate of Posting Parcel.

34. The sender of any parcel may, upon application at the time of handing in such parcel, obtain a certificate of the posting of the parcel on payment of the fee prescribed in Schedule 5 to these rules and regulations, and such certificate shall not imply any liability on the part of the Postmaster for any loss, injury or delay which may subsequently take place in respect of a parcel.

Irregular Communications in Parcels

35. Any parcel found to contain or to bear on the cover thereof any article or communication chargeable at the letter rate of postage shall be charged on delivery with an amount equal to double the postage payable upon such article or communication as if it had been transmitted separately through the post:

Provided that the foregoing provision shall not apply to an invoice or communication relating exclusively to the contents of any such parcel.

Redirection Charges on Parcels.

36. Every parcel redirected at the request of either the sender or the addressee thereof from one Post Office to another shall, except when such offices are within the delivery area, be subject upon delivery, in addition to any other charges which may be payable thereon, to a charge equal to the postage which would have been payable upon such parcel if it were being transmitted for the first time from the one office to the other.

Methods of Packing Parcels.

37. (1) Parcels must be so securely and substantially packed as not only to preserve their contents from loss or damage in the post, but also so as not to injure other parcels in the mail or officers of the Post Office.

(2) When it is apparent to the officer to whom a parcel is tendered for transmission that the parcel is not packed in accordance with the prescribed conditions, he or she shall refuse to accept it for transmission until such conditions are complied with.

Customs Declaration on Outgoing Parcels.

38. The sender of a parcel addressed to a place beyond the State shall sign a declaration in the prescribed form setting forth clearly—

- (a) an accurate statement of the contents;
- (b) the value of the contents;
- (c) the name and address of the addressee;
- (d) the sender's name and address;
- (e) if possible, the net weight or quantity of the various articles contained in the parcel;
- (f) any other particulars which may facilitate the assessment of Customs duty.

Examination of Parcels.

39. (1) Parcels may be opened by postal officials for the purpose of examination of the contents.

(2) Where a parcel from a place beyond the State does not bear a Customs declaration, or where particulars as to the contents and value of a parcel are not clearly set out in the Customs Declaration, or where the Postmaster or Officer deputed by him or her has reason to believe that other articles liable to duty are contained in such parcel, or that the parcel is undervalued, he or she may at his or her discretion require such parcel to be opened for examination and revaluation if necessary; and in any case where duty is payable, such duty shall be paid before the parcel is delivered.

(3) A postal charge of twenty-five cents shall be collected from the addressee on delivery of each parcel received from a place beyond the State listed as parcel post, and on each postal article having contents on which Customs duty is payable.

(4) In exceptional circumstances where an addressee, at the time of entry, is unable to produce any document required by these rules, the Comptroller of Customs, or the Postmaster shall have power to admit at a preferential rate of duty any goods which he or she is satisfied are of such origin as would bring them within the terms of any law for the time being in force governing the admission of goods at a preferential rate of customs duty.

Revaluation of Parcels.

40. If upon revaluation the addressee is not satisfied that a fair value has been assessed, he or she may appeal to the Comptroller of Customs who may detain the goods and cause them to be examined by three competent persons to be appointed by the Comptroller of Customs.

Record of Parcels.

41. There shall be kept in every parcel post office a permanent record of all parcels arriving in the State through that office, and such record shall show particulars conforming to those mentioned on the customs declaration or ascertained by inspection as hereinbefore provided, the date of arrival, the name of the vessel by which the parcel has arrived, and the duty paid thereon, and each parcel shall be entered serially in the record and shall bear a number corresponding to that entered in the record.

Notice of arrival of Parcels.

42. (1) It shall be the duty of the Postmaster or of any officer deputed by him or her in the Parcel Post Section of the Post Office to notify the addressee by a notice card of the arrival of each parcel unclaimed within seven days of its arrival, and a second notice shall be issued fourteen days after the first notice and a third notice twenty-eight days after the second notice.

(2) In lieu of the third notice the Postmaster may cause a list of unclaimed parcels to be published in a conspicuous place in or outside the Post Office.

Unclaimed Parcels.

43. In the absence of a definite request for abandonment, an unclaimed parcel, if undelivered at the original address or the alternative address (if one is furnished) will be returned to the sender without previous notification at his or her expense after 75 days of its arrival in the State.

Return Parcels.

44. Any parcel which has originated in the State and is returned from the country of destination, and which is not claimed by the sender, after notice being given as provided in rule 42, within 75 days of its return to the State, shall be either—

- (a) sold by auction if the contents of the parcel so warrant, and the proceeds, after deducting expenses and Post Office charges, will be returned to the sender; or
- (b) destroyed under the supervision of an officer of the Post Office.

Service of Notices.

45. Any notice served upon the addressee of an incoming parcel or the sender of a returned parcel in person or handed to the duly authorised agent of such addressee or sender or sent through the post shall be deemed to have been properly served.

Saving as to cash on Delivery and Insured Parcels.

46. Rules 33 to 45 inclusive of these rules and regulations shall not affect the rules governing the exchange of Cash on Delivery or Insured Parcels.

Cash on Delivery Parcels.

47. (1) A “cash-on-delivery” parcel is a parcel on which the Postmaster is requested to collect a trade charge under these rules and regulations.

(2) “Trade Charge” means the sum of money specified in writing at the time of posting by the sender of a cash-on-delivery parcel as recoverable on the delivery thereof from the addressee.

(3) Parcels subject to the collection of Trade Charges may be exchanged with other countries subject to such arrangements or agreements as may be made with the Postal Administration concerned and the Postmaster shall publish a list of the countries with which cash-on-delivery parcels may be exchanged.

(4) The maximum amount of a Trade Charge for a cash-on-delivery parcel shall be determined in accordance with arrangements made by or on behalf of the Government of this State with the Post Office of the country to which the cash-on-delivery parcel is addressed.

(5) The Trade Charge on a cash-on-delivery parcel may not be altered or cancelled after acceptance of the parcel by the Post Office.

(6) In the case of cash-on-delivery parcels received from abroad for delivery in the State, the Trade Charge may be reduced or cancelled, where the arrangement with the Postal Administration concerned permits such reduction or cancellation.

Fees for Cash on Delivery Service.

48. (1) There shall be charged and paid on every cash-on-delivery parcel in addition to the postage and other charges payable on such parcel the following fees—

(a) on every parcel posted in the State addressed to a place with which the cash-on-delivery service is in operation a despatch fee amounting to 30 cents for the first \$20.00 plus 15 cents for each subsequent \$10.00 or fraction thereof to be collected;

(b) on every parcel delivered in the State a delivery fee of 15 cents, this fee to be payable whether or not the trade charge is reduced or cancelled in accordance with the provisions of rule and regulation 47 (6).

(2) If the Trade Charge is expressed in a currency other than that of East Caribbean Dollars the above despatch fee shall be based on the equivalent amount in East Caribbean Dollars at the rate of exchange published by the Postmaster on and for the date of posting.

(3) The despatch fee payable on a cash-on-delivery parcel posted in the State shall be prepaid by the sender at the time of posting.

(4) The delivery fee payable in respect of an incoming parcel shall be paid by the addressee in addition to the Trade Charge.

Delivery of Cash on Delivery Parcel at Post Office.

49. When a cash-on-delivery parcel is received for delivery at a post office in the State, the Postmaster may, instead of delivering the parcel at the address written thereon, give notice to the addressee of the arrival of the parcel, and the parcel shall in such circumstances be delivered to the addressee at the post office on his or her application within the hours fixed for the delivery of parcels and upon payment of the Trade Charge and all other charges due on the parcel.

Rules as to Posting Cash on Delivery Parcel.

50. The following provisions shall apply to the posting of a cash-on-delivery parcel in the State—

- (a) the parcel shall be handed to an officer on duty at a post office during the hours fixed for posting parcels;
- (b) the sender shall fill up a trade charge form in respect of a parcel for delivery outside the State, in the form and giving all particulars prescribed by the Postmaster, and no erasure or alteration of the entries respecting the amount of the trade charge is allowed, and if any correction of the entries relative to the amount of the trade charge require to be made, a fresh form or card shall be made out;
- (c) the despatch fee for a cash-on-delivery parcel for delivery outside the State shall be paid to the officer accepting the parcel;
- (d) on the posting of the parcel a certificate of posting signed by the officer of the post office receiving the parcel must be obtained by the sender.

Responsibility of the Postmaster with respect to sum specified for Remittance on Cash on Delivery Parcel.

51. The Postmaster shall not incur any liability in respect of the sum specified for remittance to the sender of a cash-on-delivery parcel, unless and until that sum has been received from the addressee of the parcel and unless a claim for that sum has been preferred by the sender of the cash-on-delivery parcel within one year from the date of posting of the parcel.

Compensation for Loss or Damage of Parcels.

52. (1) If any uninsured parcel while under the control of the General Post Office be lost or damaged the Postmaster may pay to any person or persons who may in the opinion of the Postmaster establish a reasonable claim to compensation (having regard to the nature of the articles, the care with which it was packed, and other circumstances) such sum as may be appropriate in accordance with the following scale:

Weight of Parcel	Maximum amount of Compensation
Not exceeding 3 lbs.	\$6.50
exceeding 3 lbs. but not exceeding 7 lbs.	\$9.75
exceeding 7 lbs. but not exceeding 11 lbs	\$16.25
exceeding 11 lbs. but not exceeding 22 lbs.	\$26.00
exceeding 22 lbs. but not exceeding 33 lbs.	\$39.00
exceeding 33 lbs. but not exceeding 44 lbs.	\$52.00

Provided that where the value of an uninsured parcel does not correspond to the value of compensation appropriate to the weight of such parcel, the compensation shall be confined to the declared value of such parcel.

(2) In no case will compensation be given when such loss or damage arises from any fault or neglect of the sender or from the nature of the contents of the parcel or from a cause beyond control, or where the parcel cannot be accounted for in consequence of the destruction of official documents from any such cause.

(3) When it cannot be determined where the loss or damage occurred, compensation shall be borne equally by the despatching and receiving Administrations.

Articles admissible for registration.

53. (1) Subject to the regulations relating thereto fully prepaid letters, post cards (except the reply halves of reply-paid postcards), printed papers, samples and small packets bearing the appropriate fee specified in Schedule 4 to these rules and regulations may be accepted for registration.

(2) Parcels for places abroad shall not be registered.

(3) Subject to the regulations relating thereto the reply half of a reply-paid post card shall not be accepted for registration unless the sender of that half prepays the prescribed registration fee in addition to any postal charges and fees paid in respect thereof in the country of origin.

Conditions as to the Registered Postal Packets.

54. For the purpose of section 7 of the Crown Proceedings Act, Cap. 5.06 (which in subsection (2) deals with proceedings against the Crown in respect of loss of or damage to a registered inland postal packet and provides in subsection (5) that Post Office Rules may be made for prescribing the conditions to be observed for purposes of the said section 7 in relation to such packets and in subsection (6) provides that in section 7 the expression "sender" has such meaning as may be assigned to it by the Post Office Rules) the expression "sender" means the person on whose behalf the postal packet is posted but does not include a person at whose request the article or

any of the articles contained in the postal packet is sent by the first mentioned person by post.

Addresses on articles to be registered.

55. (1) The address of every postal article for registration shall be written in ink or indelible pencil in Roman characters.

(2) Initials, figures, christian names without surnames, fictitious names or conventional marks shall not be used for the purpose of addressing registered articles.

Registration Fee to be prepaid.

56. The full postage and the prescribed registration fee must be prepaid at the time of posting, and the registered article must be conspicuously marked "registered" at the head of the address side.

Value of contents of articles to be registered not to be indicated.

57. The value of the contents shall not be indicated on the outside of any registered article.

Method of posting registered articles.

58. (1) Postal articles for registration shall be handed to an officer appointed for that purpose and shall not be placed in any posting box.

(2) Any article intended for despatch by a particular mail shall be presented for registration at least one hour before the closing of the ordinary mail.

Receipts of posting of registered articles.

59. Every postal article duly handed in for registration shall be numbered with a consecutive number by the officer appointed to receive the same and a receipt bearing such number, the address on the article and an impression of the date stamp of the office at which the article is handed in for registration shall be given by such officer to the person who handed in the article and such receipt shall be *prima facie* evidence of the registration of such article.

Advice of delivery of registered articles.

60. The sender of any registered postal article may, upon application either at the time of registration thereof or at any time within one year thereafter and upon payment of the appropriate fee prescribed in Schedule 5 to these rules and regulations, in addition to the fee for registration, require that he or she be furnished with an advice by the addressee of the receipt of such article.

Compulsory registration.

61. (1) Any postal article which has been posted otherwise than as prescribed by regulation 58 of these rules and regulations and which bears any inscription mark which may reasonably indicate that it was the intention of the sender that such article should be registered, may be registered and subjected to the appropriate fee prescribed in Schedule 5 to these rules and regulations for registration in addition to the ordinary postage due upon such article.

(2) The provisions of sub-regulation (1) shall apply to any unregistered postal article which there is reasonable cause to believe contains jewellery, money, a blank uncrossed postal order, an uncrossed bearer cheque or warrant, postage stamps,

coupons having a marketable value or any other enclosure exceeding two dollars and forty cents in value.

Receipts for delivery of registered articles.

62. Any person to whom any registered postal article is delivered shall give to the officer delivering such article a receipt for the same on a form to be provided by the Postmaster and such receipt shall be a complete discharge for the delivery of such registered article.

Return of undelivered articles by registered post.

63. (1) Every registered postal article which may, from any cause, be undelivered to the person to whom it is addressed, shall be returned to the sender, if known, by registered post without further charge for postage or registration.

(2) Any unregistered postal article which is of intrinsic value and which may, for any cause, be undelivered to the person to whom it is addressed, may be returned by the Postmaster to the sender, if known, by registered post, and such sender shall be liable in respect of such article for the payment of the amount of the prescribed registration fee.

Indemnity in respect of registered articles.

64. (1) The maximum payment for the loss of a registered article is \$20.00.

(2) No payment for the loss of a registered article shall be made when such loss arises from any fault or neglect of the sender or from the nature of the contents of the article, or from a cause beyond control, or where the article cannot be accounted for in consequence of the loss of official documents from any such cause.

Insured articles.

65. (1) Insured letters, boxes and parcels which comply with the regulations relating to parcels, and which are addressed to—

- (a) a country with the proper authorities of which an arrangement has been entered into for the exchange of insured parcels; or
- (b) a country to which parcels are ordinarily sent through the intermediary of one of the countries referred to in the last preceding paragraph, may be insured against loss or damage whilst in transmission through the post.

(2) The fee for insurance on letters, boxes, and parcels, unless otherwise provided for in the relative Agreement shall be as specified in Schedule 4 to these rules and regulations and shall be prepaid in postage stamps which the sender of the letter, box or parcel shall, in addition to the stamps in prepayment of postage, affix to the letter box or parcel.

(3) A certificate of insurance, the necessary particulars in which shall, as far as practicable, be inserted by the sender or his or her representative, shall be issued to the sender of an insured letter, box or parcel.

(4) The maximum insured value of insured articles in the State shall be as shown in Schedule 4 to these rules and regulations, and a letter box or parcel shall not be insured for a sum in excess of the real value of the contents, and an invoice, or description of such contents, showing the value of each article contained in the letter, box or parcel, shall be enclosed therein.

(5) An insured box or parcel addressed to the State or sent intransit through the State shall be accompanied by a customs declaration in the prescribed form, and an insured box or parcel posted in the State shall be accompanied by a customs declaration in the prescribed form and of the number required by the country of destination.

Packing of insured articles.

66. (1) To be eligible for insurance, a box or parcel shall be packed in such manner as the Postmaster considers is necessary to prevent—

- (a) damage to the article arising from the handling of pressure it may receive, and from climatic and other conditions to which it may be subjected, in the course of transmission;
- (b) injury to any person; and
- (c) damage to other postal articles,

and shall be secured in such manner that it cannot be tampered with without leaving obvious traces of violation, and any label affixed shall be so placed that it does not serve to conceal injury to the cover, and shall not be folded over two sides of the cover so as to hide the edge.

(2) Jewellery and other valuable articles shall be enclosed in a strong box which must be covered in an efficient manner with a wrapper of linen, canvas, strong paper or other substantial material and be securely fastened with a strong adhesive, and a coin shall be packed so that it cannot be moved about.

(3) If a letter, box or parcel tendered for insurance does not, in the opinion of the officer to whom it is presented, fulfil the required conditions as to packing and sealing, the officer shall refuse to accept it for conveyance by insured post.

(4) The onus of properly enclosing, packing and sealing any insured article lies upon the sender and the Postmaster shall assume no responsibility for loss arising from defects which may not be observed at the time of posting.

Conditions specially applicable to insured letters.

67. Letters to which the insurance system is applicable are those which contain bank notes, currency notes, bonds, coupons, securities and other documents of the like kind, and documents of value such as deeds, plans, contracts, autographs and rare manuscripts may also be sent by insured post:

Provided that where documents have a value by reason of the cost of their preparation, the insured value may not exceed the cost of replacing them in case of loss.

Use and Rental of Private Letter Boxes.

68. (1) Private letter boxes shall be of two sizes and shall be rented to the public at the following rates for one year or less expiring 31st December next ensuing—

- (a) for a small box eighty dollars;
- (b) for a large box One hundred and five dollars,

to be paid to the Postmaster annually in advance in January of each year.

(Amended by S.R.O.s 29/1984 and 46/2008)

(2) A private letter box will only be rented to one firm, company or person, and all letters addressed to individual members of a firm or company, or to the care of

a renter or to any member of his or her family, or to any person for whom a renter is agent, may be placed in the private letter box rented to such respective firm, company or person.

(3) Renters of private letter boxes will be required to pay for any injury or damage done to such box by them or their agents.

(4) When the use of a private letter box is discontinued the key originally handed to the renter shall be returned to the Postmaster in good order.

(5) No renter shall transfer the key to a private letter box to any other person, and should the renter fail to comply with this provision the Postmaster may discontinue the use of the box by such renter or any other person.

(6) When a private letter box is rented an amount of \$10.00 in addition to the rent of the box shall be deposited with the Postmaster by the renter as a guarantee for the safe return of the key when the use of the box is discontinued.

(Amended by S.R.O. 29/1984)

(7) Where the rent of a box is not paid by the 31st day of January of any year, a penalty fee of \$20.00 shall be imposed and collected by the Postmaster for every month or part thereof that the rent is outstanding, and should the rent of the box be in arrears for more than six months, the box will be locked off.

(Amended by S.R.O.s 29/1984 and 46/2008)

(8) "Free Boxes" may be assigned to Government Departments by the Minister.

(9) In the event of any letter or packet being placed in the wrong box either accidentally or because of its being wrongly addressed, such letter or packet shall be immediately returned to the Post Office, and should the renter, or the holder of the key, of any box fail to comply with this provision, it shall be lawful for the Postmaster to discontinue the use of the box by such renter.

Postal orders.

69. (1) Postal Orders shall be issued and paid at Money Order Offices, and at such Post Offices as may from time to time be determined by the Postmaster by a notification in the *Gazette*.

(2) The issue of postal orders in the State shall be restricted to the denominations set forth in Schedule 8 to these rules and regulations.

(3) The value of any postal order may be increased by affixing postage stamps not exceeding two in number up to a total value of 21 cents.

(4) The rates of poundage set forth in Schedule 8 to these rules and regulations shall be payable on the several denominations of postal orders issued in the State.

Money Orders.

70. (1) The rates set forth in Schedule 9 to these rules and regulations shall be the rates of commission on money orders issued in the State.

(2) Money orders issued in the State for payment in any country or territory which is not a party to the East Caribbean Currency Agreement 1965, as amended, shall be drawn in the required foreign currency as the case may be and the amount of the recognised currency of the State deposited by the remitters of such orders shall be converted at such rate of exchange as may be prescribed by the Minister and published in the *Gazette* or according to such table or formula as may be prescribed and published as aforesaid.

(3) Money orders issued in any country or territory which is not a party to the East Caribbean Currency Agreement 1965, as amended, shall be paid in the State in the recognised currency of the State converted at such rate as may be prescribed by the Minister and published in the *Gazette*, or according to such table or formula as may be prescribed and published as aforesaid:

Provided that where in pursuance of any arrangement between the postal administration of the State and the postal administration of the country concerned, the equivalent in the recognised currency of the State of any money order is fixed by the administration of origin, such equivalent currency shall be paid as indicated on the face of the order by the exchange office of the administration of origin, or according to such information as shall be furnished by the administration of origin, and in default thereof as the Minister may prescribe.

(4) The Postmaster of the State shall keep himself or herself constantly informed of the local bank rates for buying or selling bills of exchange expressed in foreign currency and shall apply the rates of conversion as may be prescribed from time to time according to such instructions as he or she may receive.

(5) The Postmaster shall issue the necessary instructions for the conversion of money orders drawn in foreign currency to the Branch Post Offices or other money order offices under his or her control.

(6) A notice shall be exhibited in every money order office stating for the information of the public, the rates of conversion in respect of money orders drawn in foreign currency.

(7) To facilitate examination by the Director of Audit, the Postmaster or persons issuing a money order payable in foreign currency shall note on the form of requisition for the money order the current bank rates for bills of exchange as aforesaid.

Power to suspend issues.

71. In the event of sudden fluctuations in the banking rate of exchange which might involve loss to the postal administration in the settlement of postal order or money order transactions with other countries or colonies the Minister shall have power to suspend, in the State, the issue of postal orders, or money orders on any country pending the making of a rule, by the Cabinet prescribing a new rate.

Maximum amount for Telegraph Money Orders.

72. Telegraph money orders for sums not exceeding the maximum amount allowed in the case of ordinary money orders shall be exchanged between the United Kingdom and the State.

Charges on Telegraph Money Orders.

73. (1) The remitter of a telegraph money order shall be required to pay, in addition to the ordinary money order commission, the cost of the telegram of advice at the ordinary letter telegram rate per word and also a supplementary fee of 25 cents to be paid by the remitter.

(2) The telegrams of advice shall be charged for at the letter telegram rate and shall be subject to all the conditions governing the transmission of messages accepted at that rate, and a form of receipt (or certificate of issue) showing the amount of the remittance and the charges, shall be given to the remitter.

Private Messages in Telegraph Money Orders.

74. (1) The remitter of a telegraph money order shall be allowed, on paying for the additional words required, to add to the official telegram of advice any short communication in English which he or she may wish to send to the payee, and may also, if he or she so desires, prepay the cost of a telegraphic reply to such communication.

(2) The full rate per word should be charged for the prepaid reply.

Transmission of Telegram of Advice.

75. All telegrams of advice for orders payable in the United Kingdom shall be transmitted to the office of destination through the Central Telegraph Office in London, and all telegrams of advice of orders payable in the State shall be transmitted through the General Post Office, Basseterre.

Form of Telegram of Advice.

76. Telegrams of advice shall be prepared in accordance with the specimen set out in Schedule 10 to these rules and regulations.

Office of Payment.

77. (1) If the office of payment is not a telegraph office, the name of the nearest telegraph office should be written after the name of the office of payment.

(2) If the sender is unable to indicate the nearest telegraph office, the telegram of advice may be accepted at his or her risk provided that the name of the country of destination is added after the name of the office of payment.

Poste Restante Orders.

78. If a telegraph money order is intended to be called for at a Post Office, the words "Poste Restante" must be written instead of an address after the payee's name, and in the absence of these words it must be assumed that the order is to be sent out for delivery.

Advice of Payment.

79. If the remitter desires to receive an advice of payment the words "Advice Payment" should appear as the first words of the text of the telegram of advice, and in such cases the exchange office of the country of payment must arrange for an advice of payment to be sent to the exchange office of the country of issue for transmission to the remitter.

Examination of Serial Number.

80. On receipt of the inward telegram of advice in the Central Telegraph Office, London, or at the General Post Office at Basseterre, it must first be seen that the serial number of the order advised is the next number in the sequence of the series proper to the country of origin.

Method of Payment.

81. (1) On receipt of the telegram of advice at the office of payment a money order (or a notice of the arrival of the order) must be prepared and delivered to the payee.

(2) Any private message for the payee must be communicated to him or her at the same time on a detachable slip affixed to the telegraph money order.

General Regulations.

82. The general international conditions for letter telegrams, together with the regulations of the International Telegraph Convention (Madrid Revision) or any regulations which may in future be substituted therefor, shall apply to the telegrams of advice and other telegrams sent in connection with money orders.

Allowance to Country of Payment.

83. The Post Office of the country of issue shall account to the Post Office of the country of payment for the same percentage on the amount of telegraph money orders advised as in the case of ordinary orders.

Entry of Particulars in Advice Lists.

84. (1) The particulars of telegraph money orders, including the full addresses of the payees, shall be entered separately at the end of the ordinary advice list or on separate sheets headed "Advised by telegraph", and the amounts of such orders shall be included in the total amounts of the lists.

(2) The exchange office serial number of each order as well as the serial number of the order at the office of issue must be shown in the list.

Telegrams to be compared with Entries in lists.

85. (1) When the advice lists reach the office of exchange of the country of destination, the telegrams of advice which have been received shall be carefully checked against the relative entries in the lists.

(2) Any difference between the amounts stated in the lists and the amounts in the telegrams of advice, or any other irregularities shall be reported to the country of issue, by paid service telegram if necessary.

Responsibility for errors, etc.

86. (1) In the case of errors or fictitious telegrams the responsibility for any losses involved, other than the loss of telegraph charges, shall be borne by the Administration in whose service the error or fraud was committed.

(2) In case it may be impossible to determine in which service the error or fraud was committed or in cases of fraud or error in connection with the transmission of telegrams over the wires of intermediate countries or cable companies, the responsibility for any losses involved other than the loss of telegram charges shall be shared equally by the British and the State Post Offices.

Regulations.

87. In other respects telegraph money orders shall be subject to the same regulations as ordinary orders.

Sale of Postage Stamps to Dealers and Collectors.

88. (1) Remittances accompanying orders received by post, being orders for postage stamps for collection by dealers in and collectors of such stamps shall be in the form of bankers' drafts, money orders, or postal orders made payable to the

Postmaster by his or her official designation and remittance in any form other than as aforesaid shall be returned to the sender thereof by registered post.

(2) Such remittances shall be debited with full postage and registration fees and, where applicable, with insurance fees.

(3) In cases where remittances are in the form of a banker's draft, any commission and/or discount on cashing such draft shall be deducted from the amount of such draft and postage stamps shall be supplied to the value of the difference between the amount of the draft and that of the said commission and/or his or her discount.

(4) Save as the Postmaster may either generally or in any particular case allow, postage stamps shall not be cancelled at any Post Office unless they are affixed to envelopes.

(5) No person employed at a Post Office may—

- (a) comply with any request to affix postage stamps to letters for transmission by post or to cancel postage stamps which are not affixed to letters or other items entrusted to the post in the normal manner;
- (b) affix to any letter for transmission by post any postage stamp in excess of that appropriate to such letter;
- (c) sell postage stamps taken from some special portion of a sheet or from other than current sub-stock or post letters sent to him or her for that purpose by any person:

Provided that he or she may sell whole sheets of postage stamps from sub-stocks or counter-stocks;

- (d) exchange postage stamps after they have been sold unless such postage stamps have been invalidated under and by virtue of a Stamps Invalidation Order and are being exchanged within the prescribed period for stamps of equal value in the current series;
- (e) accept from dealers in or collectors of postage stamps standing orders for the supply of new issues or new printings of postage stamps;
- (f) address "first-day covers", affix postage stamps thereto or make any special arrangements for the cancellation of stamps thereon;
- (g) in any way act as the agent for any dealer in or collector of postage stamps.

Method of Posting Letters other than Registered Letters.

89. (1) Letters, other than letters for registration, shall not be handed to any person employed at a Post Office to be posted by him or her but shall be posted by placing them in a posting box after the appropriate postage stamps have been affixed thereto.

(2) Notwithstanding the provisions of sub-regulation (1), in the case of circulars for posting in bulk, items with the appropriate postage stamps affixed thereto and tied in bundles with all the addresses in one direction may be handed over the counter at, or forwarded to, a Post Office for postmarking and despatch.

Congress of Lausanne.

90. The Universal Postal Union Congress and the agreements concerning the Letter Post and the Parcel Post signed at Lausanne on the 5th day of July, 1974, so far as the same are applicable to the State shall have full force and effect in the State.

Practice of United Kingdom Post Office applied.

91. In all matters not expressly provided for herein or any law, rule or regulation relating to postal affairs in force in the State, or in the Universal Postal Convention and the several Agreements and Detailed Regulations made thereunder, or in any other Agreement, Convention or Instructions, the Postmaster shall be guided by the general practice of the Post Office of the United Kingdom as set out in the Post Office Guide published from time to time by Her Majesty's Stationery Office so far as the same may be appropriate or applicable to local conditions and circumstances.

SCHEDULE 1 TO THE RULES AND REGULATIONS

(Regulations 5 and 9)

BRANCH AND SUB POST OFFICES

BRANCH POST OFFICES	SUBPOST OFFICES
CHARLESTOWN, NEVIS SANDY POINT, SAINTCHRISTOPHER	CAYON, SAINT CHRISTOPHER DIEPPE BAY, SAINT CHRISTOPHER GINGERLAND, NEVIS NEWCASTLE, NEVIS OLD ROAD, SAINT CHRISTOPHER

(Substituted by S.R.O. 18/1981)

SCHEDULE 2 TO THE RULES AND REGULATIONS

(Regulation 10)

Official names of Money Order Offices (to be printed in the headings of Money Order Forms):

- Saint Christopher and Nevis (Basseterre)
- Saint Christopher and Nevis (Charlestown)
- Saint Christopher and Nevis (Sandy Point)
- Saint Christopher and Nevis (The Valley)

SCHEDULE 3 TO THE RULES AND REGULATIONS*(Regulation 12)***PART I****AIR MAIL POSTAGE RATES (OTHER THAN PARCELS)**

DESTINATION	LETTERS PER 10 GRAMS	POST CARDS	AEROGRAMMES	SECOND CLASS* PER 10 GRAMS
ZONE A	.40¢	20¢	40¢	20¢
ZONE B	.60c	40c	50c	40c
ZONE C	.75c	50c	50c	50c
ZONE D	\$1.00	60c	50c	60c

*** DEFINITION OF SECOND CLASS AIR MAIL**

Second Class Air Mail comprises the following—

- | | | | |
|-----|-------------------|-----------------|------------|
| (a) | Greeting Cards | | |
| (b) | Small Packets | Limit of weight | 1000 grams |
| (c) | Printed Matter | Limit of weight | 2000 grams |
| (d) | Commercial Papers | Limit of weight | 2000 grams |

CONDITION FOR ACCEPTANCE: Second Class Air Mail Matter Must Not Be Sealed.

The Zone is shown immediately after the name of the country and the air mail rates for mail going from the FEDERATION OF ST. CHRISTOPHER AND NEVIS to each destination are indicated in the table above.

Abu Dhabi (D)

Aden (D)

Afghanistan (D)

Ajman (D)

Alaska (B)

Albania (D)

Algeria (D)

Andorra (C)

Angola (D)

Anguilla (A)

Antigua & Barbuda (A)

Argentina (C)

Aruba (A)

Ascension Is. (D)

Australia (D)
Austria (D)
Azores (C)
Bahamas (B)
Bahrain (D)
Balearic Is. (D)
Bangladesh (D)
Barbados (A)
Belgium (C)
Belize (B)
Benin (D)
Bermuda (B)
Bhutan (D)
Bolivia (C)
Bonaire (A)
Botswana (D)
Brazil (C)
Brunei (D)
Bulgaria (D)
Burma (D)
Burundi (D)
Cambodia (D)
Cameroon (D)
Canada (B)
Canary Is. (C)
Cape Verde Is. (C)
Caroline Is. (D)
Cayenne (Fr. Guiana) (B)
Cayman Is. (B)
Central African Rep. (D)
Chad (D)
Chile (C)
China (Peoples Rep.) (D)
Christmas Is. (Indian Ocean) (D)
Christmas Is. (Pacific Ocean) (D)
Cocos Is. (D)

Cooks Is. (D)
Columbia (C)
Comoro Is. (D)
Congo (Dem. Rep) (D)
Costa Rica (C)
Cuba (B)
Curacao (A)
Cyprus (D)
Czechoslovakia (D)
Dahomey (D)
Denmark (C)
Djibouti (D)
Dominica (A)
Dominican Rep. (B)
Ecuador (C)
Egypt (D)
Eire (B)
El Salvador (C)
Equatorial Guinea (D)
Ethiopia (D)
Falklands Is. & Br. Antarctica (D)
Faroe Is. (B)
Fanning Is. (B)
Fiji (D)
Finland (D)
France (C)
French Polynesia (D)
Fujairah (D)
Gabon (D)
Gambia (D)
Gazon & Khan Yunis (D)
Germany (C)
Ghana (D)
Gibraltar (D)
Greece (D)
Greenland (C)

Grenada (A)
Great Britain & Northern Ireland Isle of Man & Channel Islands (B)
Guadeloupe (A)
Guatemala (C)
Guinea (D)
Guinea Bissau (D)
Guyana (B)
Haiti (B)
Holland (C)
Honduras Rep. (C)
Hong Kong (D)
Hungary (D)
Iceland (C)
India (D)
Indonesia (D)
Iran (D)
Iraq (D)
Irish Rep. (B)
Israel (D)
Italy (D)
Ivory Coast (D)
Jamaica (B)
Japan (D)
Jordan (D)
Kampuchea (D)
Kenya (D)
Khmer Rep. (D)
Kiribati (D)
Korea (D)
Kuwait (D)
Laos (D)
Lebanon (D)
Lesotho (D)
Liberia (D)
Libya (D)
Llchtenstein (C)

Lord Howe Is. (D)
Luxembourg (C)
Macao (D)
Madagascar (D)
Madeira (C)
Malawi (D)
Malaysia (Malaya) (D)
Maldives (D)
Mali (D)
Malta (D)
Mariana Is. (D)
Marshall Is. (D)
Martinique (A)
Mauritania (D)
Mauritius (D)
Mexico (C)
Monaco (C)
Mongolia (D)
Montserrat (A)
Morocco (D)
Mozambique (D)
Muscat & Oman (D)
Nauru Is. (D)
Namibia (D)
Nepal (D)
New Caledonia (D)
New Hebrides (D)
New Guinea (D)
New Zealand (D)
Nicaragua (C)
Niger (D)
Nigeria (D)
Norfolk Is. (D)
Norway (D)
Pakistan (D)
Panama (C)

Papua New Guinea (D)
Paraguay (C)
Peru (C)
Philippines (D)
Pitcairn Is. (D)
Poland (D)
Portugal (D)
Principe Is. (D)
Puerto Rico (A)
Qatar (D)
Qyam (D)
Ras Al Khaimah (D)
Reunion (D)
Romania (D)
Rwanda (D)
Saba (A)
St. Bartholomew (A)
St. Croix (USVI) (A)
St. Eustatius (A)
St. Helena (D)
St. John (USVI) (A)
St. Lucia (A)
St. Maarten (NA) (A)
St. Martin (FR) (A)
St. Pierre & Miquelon (B)
St. Thomas (USVI) (A)
St. Vincent & Grenadines (A)
Samoa (D)
Saudi Arabia (D)
Senegal (D)
Seychelles (D)
Sharjah (D)
Shetland Is. (B)
Sierra Leone (D)
Singapore (D)
Solomon Is. (D)

Somalia (D)
South Africa (D)
Southern Yemen (D)
Spain (D)
Spanish N. Africa (D)
Sri Lanka (D)
Sudan (D)
Surinam (B)
Swaziland (D)
Sweedden (D)
Switzerland (D)
Syria (D)
Taiwan (D)
Tanzania (D)
Thailand (D)
Togo (D)
Tonga (D)
Torres Is. (D)
Tortola (A)
Trinidad and Tobago (B)
Tristan Da Cunha (D)
Tunisia (D)
Turks & Caicos Is. (B)
Tuvalu (D)
Uganda (D)
Ukraine (D)
United Arab Emirates (D)
USSR (D)
U.S.A. (B)
Upper Volta (D)
Uruguay (C)
Vanuatu (D)
Vatican City (D)
Venezuela (B)
Vietnam (D)
Wake Is. (D)

Washington Is. (D)

Yemen Arab Rep. (D)

Yugoslavia (D)

Zaire (D)

Zambia (D)

Zimbabwe (D)

PART II

AIR MAIL POSTAGE RATES ON PARCELS TO FOREIGN AND
COMMONWEALTH COUNTRIES

DESTINATION	RATES
	Surface mail Postage rate on parcels, plus the following additional charges per ½ Kg or part thereof—
Anguilla	.50
Antigua & Barbuda	.50
Barbados	.50
Bermuda	2.00
British Virgin Islands	.50
Canada	3.50
Dominica	.50
French West Indies (Guadeloupe, Martinique, St. Bartholomew)	.50
Gt. Britain	4.50
Grenada	.50
Guyana	1.00
Jamaica	1.50
Montserrat	.50
Netherlands Antilles (Aruba, Curacao, Saba, St. Maarten, St. Eustatius)	.50
Puerto Rico	.80
St. Lucia	.50
St. Vincent & the Grenadines	.50
Trinidad & Tobago	1.00
U.S.A. (New York)	3.00
U.S.A. (Miami)	2.50
U.S. Virgin Islands	.80

The Postage Rates on parcels addressed to all countries not listed above shall be the appropriate surface charge plus the CP 21 Air Credits of transit countries.

(This Schedule was substituted by S.R.O. 32/1978 and was later substituted by S.R.O. 29/1984)

SCHEDULE 4 TO THE RULES AND REGULATIONS

(Regulation 13)

PART I

POSTAL CHARGES – LETTERS – SURFACE MAIL

ARTICLE OR ITEM	WEIGHT OR UNIT OF CHARGES	WITHIN THE FEDERATION	COMMON- WEALTH AND FOREIGN	LIMITS OF WEIGHT AND DIMENSION
		\$ ¢	\$ ¢	
LETTERS	UP TO			
	20 grams	.15	.40	Limit of weight – 2000 grams; Limit of size – Maximum Length width and depth combined: 3' 6", but the greatest dimension may not exceed 2' with a tolerance of ½". In roll form: Length plus twice the diameter, 3' 4", but the greatest dimension may not exceed 3' 6" with a tolerance of ½". Minimum: to have a surface measuring not less than 3½" x 5½" with a tolerance of ½". In roll form: Length plus twice the diameter: 6½" but the greatest dimension may not be less than 3¾".
	100 grams	.50	.75	
	250 grams	.75	2.20	
	500 grams	1.00	3.00	
	1000 grams	1.75	5.00	
	2000 grams	2.50	8.00	
POSTCARDS	EACH	.10	.20	Maximum: 4" x 5 ² / ₃ ", with a tolerance of ½". Minimum: 3½" x 5½", with a tolerance of ½". Length at least equal to the width

ARTICLE OR ITEM	WEIGHT OR UNIT OF CHARGES	WITHIN THE FEDERATION	COMMON- WEALTH AND FOREIGN	LIMITS OF WEIGHT AND DIMENSION
		\$ ¢	\$ ¢	
PRINTED PAPERS	UP TO			multiplied by 2 (1.4).
	20 grams	.10	.20	Maximum: Length, width and depth combined: 3' 6", but the greatest dimension may not exceed 2' with a tolerance of ½".
	100 grams	.20	.50	
	250 grams	.30	1.05	
	500 grams	.40	1.80	In roll form: Length plus twice the diameter, 3' 4", but the greatest dimension may not exceed 3' 6" with a tolerance of ½".
	1000 grams	.50	2.50	
	2000 grams	.75	3.20	
	Each Additional 500 grams or part thereof	.45	1.00	In roll form: Length plus twice the diameter: 6½", but the greatest dimension may not be less than 3¾".
				Limit of weight – 2000 grams, except in case of single printed volume when limit is 5 kg.
PRINTED PAPERS REDUCED RATES	UP TO			
	20 grams	.10	.15	Limits as for printed papers
	100 grams	.15	.30	
	250 grams	.20	.45	
(Newspapers, electioneering circulars)	500 grams	.30	.60	
	1000 grams	.50	1.20	
	2000 grams	.75	2.00	

ARTICLE OR ITEM	WEIGHT OR UNIT OF CHARGES	WITHIN THE FEDERATION	COMMON- WEALTH AND FOREIGN	LIMITS OF WEIGHT AND DIMENSION
		\$ ¢	\$ ¢	
SMALL PACKETS	UP TO	NO SERVICE	.50	Limit of weight – 1000 grams
	100 grams		1.05	
	500 grams		1.80	
	1000 grams		2.50	
LITERATURE FOR THE BLIND	FREE	FREE		7 Kg
REGISTRATION	Each article	1.00	1.00	

PART II

REGISTRATION AND INSURANCE FEES

ITEM	IF ITEM TO BE ONLY REGISTERED – REGISTRATION FEE	IF ITEM TO BE INSURED – INSURANCE FEE	LIMIT OF COMPENSATION
LETTER	\$1.00	\$1.75 plus normal postage rate (Note the \$1.75 fee includes the Registration fee)	\$100.00
PARCEL	No Registration service for parcels	50 cents per \$100.00 plus normal parcel postage rate	\$500.00

- NOTES:
- For Registered items and insured items the limits of weight and dimension are the same as for ordinary items of similar category.
 - Registered items may be sent by air mail provided the airmail postage rates have been paid in addition to the registration fee. Insured items may only be sent by surface mail.
 - Where an article is only Registered, compensation is at the rate set out in Article 50, paragraph 4, of the U.P.U. Documents of the 1979 Rio De Janeiro Congress.
 - Compensation for an uninsured parcel is at the rates, and in the circumstances, set out in Article 39, paragraph 3(b), of the U.P.U. Documents of the 1979 Rio De Janeiro Congress.

(This Schedule was substituted by S.R.O. 32/1978 and later substituted by S.R.O. 29/1984)

SCHEDULE 5 TO THE RULES AND REGULATIONS*(Regulation 16)***FEES AND MISCELLANEOUS SERVICES**

For the following services applicable to postal packages for all places:

Advice of delivery of registered postal packets if request made at time of posting.....	75 cents
Enquiry in respect of an unregistered postal packet.....	75 cents
Certificate of posting in respect of an unregistered postal packet.....	\$1.00
Minimum surcharge in respect of insufficient pre-payment of postage.....	15 cents

*(This Schedule was substituted by S.R.O. 32/1978 and was later substituted by S.R.O. 29/1984)***SCHEDULE 6 TO THE RULES AND REGULATIONS***(Regulation 26)***GRATUITIES FOR SEA CARRIAGE AND SALE OF
POSTAGE STAMPS**

SEA CARRIAGE DESTINATION	RATE FOR BAG (LETTER OR PARCELS)
Leeward and Windward Islands	} \$4.00
U. S. Virgin Islands	
Dutch and French West Indies)	

(This Schedule was substituted by S.R.O. 32/1978 and was later substituted by S.R.O. 29/1984)

SCHEDULE 7 TO THE RULES AND REGULATIONS*(Regulations 27 and 33)***PARCEL POSTAGE RATES FOR PARCELS SENT BY SURFACE MAIL TO
COMMONWEALTH AND FOREIGN COUNTRIES**

COUNTRY OF DESTINATION	POSTAGE RATES FOR PARCELS NOT EXCEEDING					
	1 Kilo- grams	3 Kilo- grams	5 Kilo- grams	10 Kilo- grams	15 Kilo- grams	20 Kilo- grams
	\$ ¢	\$ ¢	\$ ¢	\$ ¢	\$ ¢	\$ ¢
Within the Federation	3.00	5.00	7.00	9.00	13.00	18.00
Anguilla	5.70	8.50	11.15	14.55		
Antigua & Barbuda						
Barbados						
British Virgin Islands	5.70	8.50	11.15	14.55		
Dominica						
Grenada						
Jamaica						
St. Lucia						
St. Vincent & the Grenadines						
Trinidad and Tobago						
Montserrat	5.70	8.50	11.15	14.55	20.50	27.60
The Postage Rates on Parcels to all other countries, shall comprise of the Terminal Credits required by the Country of destination, or, in the case of parcels sent in-transit, the CPI credit required by the Transit Country to which amount shall be added:	5.90	9.05	12.20	16.40	23.60	31.85

The final figures to be rounded up to amount divisible by 5

(This Schedule was substituted by S.R.O. 32/1978 and was later substituted by S.R.O. 29/1984)

SCHEDULE 8 TO THE RULES AND REGULATIONS*(Regulation 69)***POSTAL ORDERS**

DENOMINATIONS ISSUED IN STERLING CURRENCY	UNITED KINGDOM POUNDAGE (IN STERLING)	LOCAL POUNDAGE
20 pence	17½ pence	6 cents
22½ "	17½ "	6 "
25 "	20 "	6 "
30 "	20 "	6 "
35 "	20 "	6 "
40 "	20 "	6 "
45 "	20 "	6 "
50 "	20 "	6 "
55 "	20 "	16 "
60 "	20 "	16 "
65 "	20 "	16 "
70 "	20 "	16 "
75 "	20 "	16 "
80 "	20 "	16 "
85 "	20 "	16 "
90 "	20 "	16 "
95 "	20 "	16 "
1 pound	20 "	16 "
2 pounds	26 "	27 "
3 pounds	26 "	27 "
4 pounds	26 "	27 "
5 pounds	26 "	27 "
6 pounds	26 "	27 "
7 pounds	26 "	27 "
8 pounds	26 "	27 "
9 pounds	26 "	27 "
10 pounds	26 "	27 "

(Substituted by S.R.O. 10/1981, former Schedule substituted by S.R.O. 23/1979, amended by S.R.O. 24/1979, and substituted by S.R.O. 17/1980)

SCHEDULE 9 TO THE RULES AND REGULATIONS

(Regulation 70(1))

MONEY ORDERS RATES OF COMMISSION

PART I

ORDERS DRAWN IN EAST CARIBBEAN DOLLARS

Payable in the State	Ten cents for each \$5.00 or fraction thereof; with a minimum charge of fifteen cents.
Payable in other countries with which money orders are exchanged direct.	Sixty cents for each \$30.00 or fraction thereof with a minimum charge of eighty cents.

PART II

ORDERS DRAWN IN DOLLARS OTHER THAN EAST CARIBBEAN DOLLARS

For every dollar or fraction thereof. ten cents.

SCHEDULE 10 TO THE RULES AND REGULATIONS*(Regulation 76)*

SPECIMEN OF TELEGRAM ADVICE

(1) L. T.	(2) Mandat 123	(3) Birmingham
(4) _____		(5) _____
Joseph Allen		Eighty-five dollars and sixty cents
(6) _____		(7) _____
John Fuller, Grand Hotel		Eighty-one dollars and sixty cents (break signal)
(8)		

To pay your passage

in exceptional circumstances in Telegraph Money Orders exchanged with or sent through Great Britain the amount shall be advised by a system of agreed code words.

NOTE: If the payee is a woman, the prefix Mrs. or Miss should appear before her name unless the Christian name is given; but in all cases the remitter bears the consequence if the address of the telegram of advice or that of the payee is incorrect or insufficient to insure payment to the proper person.

(1) Supplementary instruction required for letter telegrams only. This indication "L. T." should always begin the telegram. When a reply is prepaid, the indication "R. P." should appear between the letters "L. T." and the word "Mandat".

(2) Serial number of order inserted at exchange office in substitution for the issuing office serial number signalled from the office of issue. The exchange office series of numbers should begin at 1 on the 1st of January in each year.

(3) Office of payment.

(4) Name of remitter.

(5) Amount in sterling in words.

(6) Name and address of payee.

(7) Repetition of the number of pounds.

(8) Private message, if any, for the payee.

A registered telegraphic address may be used to indicate the payee's address provided that his or her name is also given. In such cases the symbol "c/o" should be inserted between the name of the payee and the registered address; thus

"John Fuller c/o Ajax"

THIRD SCHEDULE

(Section 8)

CONVENTION

CONVENTION BETWEEN THE POST OFFICE OF CANADA AND THE POST OFFICE OF THE LEEWARD ISLANDS CONCERNING THE EXCHANGE OF CLOSED PARCELS MAIL

1. There shall be a regular exchange of closed parcels by mail, between the Leeward Islands and Canada.

2. Such parcels shall be forwarded by Steamers subsidized by the Canadian Government, and conveying mails directly between Canadian ports and the Leeward Islands:

Provided that each country shall be at liberty to transmit parcels a decouvert *via* New York or any other intermediate office at such rates of postage as may be prescribed by the country of origin.

3. The maximum weight of a single parcel shall be 15 pounds and the maximum dimensions three and a half feet in length width or depth but in no case shall the length and girth combined exceed six feet.

4. Each country shall fix the rate of postage to be collected in advance on parcels and shall communicate to the other the rates so fixed from time to time.

5. (1) Each administration shall retain the whole of the postage or fees which it collects including any sums collected in respect of redirected or returned parcels, but not including the sums to be credited in respect of the conveyance of transit parcels in accordance with Article 6 of the Canada-Leeward Islands Parcel Post Agreement, 1929.

(2) Each administration shall make its own arrangements for the sea conveyance of its parcels.

6. The parcels exchanged shall not contain any article, the transmission of which is prohibited under the regulations relating to other classes of matter passing by mail between the two countries; and such administration shall have power to remove from the mails, and to destroy any parcel found to contain decaying, offensive or dangerous matter, or any matter likely to cause injury to the other contents of the mail.

7. Every parcel shall be accompanied by a customs declaration which shall be affixed to the parcel showing the value of the contents, and all parcels received in either Country shall be subject to the customs laws and regulations thereof.

8. The Post Office, St. Kitts, shall be the Parcels Post exchange office for Nevis and the Virgin Islands and the Post Office at St. John, the exchange office for Canada.

9. Each parcel mail shall be accompanied by a parcel bill, in which shall be entered by the dispatching office the number of the parcels, the place of postage, the name of the addressee, the declared value of the contents, and the number of rates prepaid, and also at the foot of the bill, the number of parcels despatched, and the gross and net weight of the mail.

10. (1) Parcels shall be exchanged between the two countries in bags duly fastened and sealed and distinctly labelled.

(2) The weight of any bag of parcels shall not exceed 80 pounds.

(3) Each administration shall supply the bags which it requires for its own mails and the empty bags shall be returned promptly by the receiving office to the despatching office in the next mail.

11. Undelivered parcels may be redirected to the sender in the country of origin, on prepayment of the same postage rate to which they were severally originally liable.

12. Parcels which cannot be delivered to the persons addressed, and the senders of which cannot be found, shall, unless otherwise determined in special cases, after correspondence between the administrations be returned to the administration of the country of origin for disposal as undelivered (dead) matter.

13. The amounts relating to charges made upon parcels shall be prepared quarterly by the Post Office of Canada, and shall be transmitted in duplicate to the Post Offices of the Leeward Islands for verification and settlement.

14. Any point not provided for which may arise in the treatment of a parcel shall be dealt with according to the postal rules of the administration in whose hands the parcel is at the time.

15. This convention shall remain in force until the expiration of a period of six months after the date upon which one of the two contracting administrations shall have notified the other of its intention to terminate it.

FOURTH SCHEDULE

(Section 8)

AGREEMENT CONCERNING THE EXCHANGE OF PARCELS BY PARCEL POST BETWEEN CANADA AND LEEWARDS ISLANDS POST OFFICE

*Supplementary Agreement between the Post Office of Canada and the Post Office of
the Leeward Islands concerning the exchange of Parcels by Parcel Post.*

AGREEMENT

Transit Parcels.

1. (1) The two countries guarantee the right of transit for parcels over their territory to or from any country with which they respectively have Parcel Post communication.

(2) In the absence of any arrangement to the contrary the exchange of transit parcels will be effected à découvert.

(3) The sums to be credited in respect of the conveyance of transit parcels shall be in accordance with rates to be mutually communicated.

Insured parcels.

2. (1) Parcel Post parcels exchanged between the Leeward Islands and Canada may be insured.

(2) The Convention which regulates the exchange of Parcel Post parcels between the Leeward Islands and Canada remains generally applicable to insured parcels.

(3) Except in cases beyond control and in the cases hereinafter provided for, indemnity shall be paid to the sender, or at the sender's request, to the addressee for the loss, rifling or damage of insured parcels exchanged by the direct Parcel Post service between the Leeward Islands and Canada while in the custody of the postal service not to exceed the actual loss suffered or the amount of insurance covered by the fee paid.

(4) Each country shall be responsible for insured parcels lost in its own service.

(5) The limit of insurance value shall be 300 gold francs for parcels posted in Canada and 170 gold francs for parcels posted in the Leeward Islands.

(6) The insurance fees shall be fixed by the country of origin in respect of parcels despatched.

(7) The insurance number and the name of the office of origin of each parcel shall be entered on lists to accompany each parcel post despatch.

(8) A certificate of posting, bearing thereon a receipt for the insurance fee, must be obtained by the person posting the parcel.

(9) Parcels containing any of the following goods or articles may not be accepted for insurance : postage stamps, eggs, fresh meat, glass, crockery, gramophone records, semi-liquids, liquids, grease, bank notes, coin, bullion, gold dust, jewellery, bonds, coupons, or securities, precious stones or any articles of an exceptionally fragile or perishable nature.

(10) Compensation will not be given for damage sustained by a parcel which has been delivered without external trace of injury and has been accepted by the addressee.

(11) Application for indemnity must be made within six months of the date of posting of the parcel and the insurance receipt must accompany the claim in every case.

(12) Compensation will not be given when the loss or damage has been caused by the fault or negligence of the sender or arises from the nature of the article.

(13) Compensation will not include indirect loss or loss of profits nor will it include the postage or the insurance fee paid.

Detailed Arrangements.

3. The two countries of exchange shall mutually decide upon any other measures of detail necessary for the carrying out of this Agreement.

This Agreement may be referred to as the Canada-Leeward Islands Parcel Post Agreement, 1929, and shall remain in force until the expiration of a period of six months after the date upon which one of the two contracting Administrations shall have notified the other of its intention to terminate it.

FIFTH SCHEDULE

(Section 8)

AGREEMENT AND REGULATIONS

**AGREEMENT FOR THE EXCHANGE OF POSTAL PARCELS AND THE
DETAILED REGULATIONS FOR ITS EXECUTION BETWEEN THE LEEWARD
ISLANDS AND CURAÇAO**

PART I

AGREEMENT

Article 1

LIMITS OF WEIGHT AND SIZE

1. A parcel for Curaçao posted in the Leeward Islands must not exceed 22 pounds in weight, 3 feet 6 inches in length, or 6 feet in length and girth combined; and a parcel for the Leeward Islands posted in Curaçao must not exceed 10 kilogrammes in weight, nor 1.05 metres in length nor 1.80 metres in length and girth combined. No parcel shall exceed a total volume of 55 cubic decimetres (2 cubic feet).
2. As regards the exact calculation of the weight and dimensions of a parcel, the view of the despatching office shall be accepted except in a case of obvious error.

Article 2

PREPAYMENT OF POSTAGE. RATES

1. The prepayment of postage on parcels shall be compulsory, except in the case of redirected or returned parcels.
2. Each Administration shall fix the rate of postage to be collected in advance on parcels and shall communicate to the other the rates so fixed from time to time.

At the commencement of the Agreement the rates shall be as follows:

In Curaçao, etc.

For a parcel not exceeding.....	Florins
1 kilogramme.....	0.675
5 ”.....	1.125
10 ”.....	2.025

In the Leeward Islands

For a parcel not exceeding	To Curaçao, Aruba and Bonaire	To St. Martin, St. Eustatius and Saba
	<i>s. d.</i>	<i>s. d.</i>
3 pounds	1 6	1 0
7 "	2 3	2 0
11 "	3 0	3 0
22 "	5 3	5 0

3. Each Administration shall retain the whole of the postage or fees which it collects, including any sums collected in respect of redirected or returned parcels, and shall make its own arrangements for the sea conveyance of its parcels. The service will not therefore give rise to accounts between the two contracting Administrations.

Article 3

FEE FOR DELIVERY AND FOR CLEARANCE THROUGH THE CUSTOMS

The Postal Administration of Curaçao may collect in respect of delivery and clearance through the Customs, a fee not exceeding 50 centimes per parcel. The Postal Administration of the Leeward Islands may collect for similar service a fee not exceeding three pence.

Article 4

PAYMENT OF CUSTOMS AND OTHER CHARGES

Customs charges or other non-postal charges shall be paid by the addressees of parcels.

Article 5

PROHIBITIONS

1. It is forbidden to enclose in a postal parcel
 - (a) explosive, inflammable or dangerous substances (including loaded metal caps, live cartridges and matches);
 - (b) articles of an obscene or immoral nature;
 - (c) articles, the admission of which is not permitted by law or by the Customs or other regulations;
 - (d) letters or communications which constitute an actual or personal correspondence, as well as correspondence or packets of any kind bearing an address other than that of the addressee of the parcel. (It is, however, permissible to enclose in a parcel an open invoice confined to the particulars which constitute an invoice, and a simple copy of the address of the parcel with the address of the sender also.)
 - (e) live animals (except bees, which must be enclosed in boxes so as to avoid all danger to postal officers and to allow the contents to be ascertained).
2. A parcel which has been wrongly admitted to the post shall be returned to the office of origin, unless the Administration of the country of destination is authorised by its legislation to dispose of it otherwise. In the latter case the office of despatch shall be informed in a precise manner of the treatment accorded to the parcel.

Nevertheless, the fact that a parcel contains a letter or communication which constitutes an actual or personal correspondence shall not, in any case, entail its return to the office of origin.

3. Explosive, inflammable or dangerous substances and articles of an obscene or immoral nature shall not be returned to the office of origin; they shall be disposed of by the Administration which has found them in the mails in accordance with its own internal regulations.

Article 6

REDIRECTION

1. A parcel may be redirected in consequence of the addressee's change of address in the country of destination. The Administration of the country of destination may collect the redirection charge prescribed by its internal regulations. Similarly a parcel may be redirected from one of the two countries which are parties to this Agreement to another country provided that the parcel complies with the conditions required for its further conveyance and provided as a rule that the extra postage is prepaid at the time of the redirection or documentary evidence is produced that the addressee will pay it.

2. Additional charges levied in respect of redirection and not paid by the addressee or his or her representative shall not be cancelled in case of further redirection or of return to origin, but shall be collected from the addressee or from the sender, as the case may be, without prejudice to the payment of any special charges incurred which the country of destination does not agree to cancel.

Article 7

MISSENT PARCELS

Parcels received out of course, or wrongly allowed to be despatched, shall be transmitted in accordance with the provisions of Article 8 of the Detailed Regulations.

Article 8

NON-DELIVERY

1. In the absence of a request by the sender to the contrary a parcel which cannot be delivered shall be returned to the sender without previous notification and at his or her expense after retention for the period prescribed by the regulations of the country of destination.

2. The sender may request at the time of posting that, if the parcel cannot be delivered as addressed, it may be either (a) treated as abandoned, or (b) tendered for delivery at a second address in the country of destination. No other alternative is admissible. If the sender avails himself or herself of this facility his or her request must appear on the Despatch Note and must be in conformity with, or analogous to, one of the following forms:

“If not deliverable as addressed, abandon.”

“If not deliverable as addressed, deliver to ”

The same request must also be written on the cover of the parcel.

Article 9

CANCELLATION OF CUSTOMS CHARGES

Both parties to this Agreement undertake to urge their respective Customs Administrations to cancel Customs charges on parcels which are returned to the country of origin, abandoned by the senders, destroyed, or redirected to a third country.

Article 10

SALE. DESTRUCTION

Articles in danger of deterioration or corruption, and these only, may be sold immediately, even when in transit on the outward or return journey, without previous notice or judicial formality. If for any reason a sale is impossible the spoilt or putrid articles shall be destroyed.

Article 11

ABANDONED PARCELS

Parcels which cannot be delivered to the addressees and which the senders have abandoned shall not be returned by the office of destination, but shall be treated in accordance with its legislation.

Article 12

ENQUIRIES

1. A fee not exceeding 1 franc may be charged for every enquiry concerning a parcel.
2. Enquiries shall be admitted only within the period of one year from the date following the date of posting.
3. When an enquiry is the outcome of an irregularity in the postal service, the enquiry fee shall be refunded.

Article 13

RESPONSIBILITY FOR LOSS OR DAMAGE

1. Except in the cases mentioned in the following Article, the two Administrations shall be responsible for the loss of parcels and for the loss, abstraction or damage of their contents or of a part thereof.

The sender is entitled under this head to compensation corresponding to the actual amount of the loss, abstraction or damage. The amount of compensation shall not exceed 10 francs for a parcel not exceeding one kilogramme (3 lb.), and 15 francs for a parcel exceeding one kilogramme but not exceeding three kilogrammes (7 lb.), 25 francs for a parcel exceeding three kilogrammes but not exceeding five kilogrammes (11 lb.) and 40 francs for a parcel exceeding five kilogrammes but not exceeding 10 kilogrammes (22 lb.).

In cases where the loss, damage or abstraction occurs in the service of the country of destination, the office of destination may pay compensation to the addressee at its own expense and without consulting the office of origin, provided that the addressee can prove that the sender has waived his or her rights in the addressee's favour.

- 2 In calculating the amount of compensation, indirect loss or loss of profits shall not be taken into consideration.
- 3 Compensation shall be calculated on the current price of goods of the same nature at the place and time at which the goods were accepted for transmission.
- 4 Where compensation is due for the loss, destruction or complete damage of a parcel or for the abstraction of the whole of the contents, the sender is entitled to the return of the postage also.

Article 14

EXCEPTIONS TO THE PRINCIPLE OF RESPONSIBILITY

The two Administrations shall be relieved of all responsibility

- (a) in cases beyond control (force majeure);
- (b) when they are unable to account for parcels in consequence of the destruction of official documents through a cause beyond control (force majeure);
- (c) when the damage has been caused by the fault or negligence of the sender, or when it arises from the nature of the article;
- (d) for parcels of which the contents fall under the ban of one of the prohibitions mentioned in Article 6;
- (e) in respect of parcels regarding which enquiry has not been made within the period prescribed by Article 12;
- (f) in respect of any parcels containing precious stones, jewellery or any article of gold or silver exceeding £100 sterling (2500 francs) in value, not packed in a box of the size prescribed by Article 4, section 3 of the Detailed Regulations.

Article 15

TERMINATION OF RESPONSIBILITY

The two Administrations shall cease to be responsible for parcels which have been delivered in accordance with their internal regulations and of which the owners or their agents have accepted delivery without reservation.

Article 16

PAYMENT OF COMPENSATION

The payment of compensation shall be undertaken by the office of origin except in cases indicated in Article 13, section 1, where payment is made by the office of destination. The office of origin may, however, after obtaining the sender's consent, authorise the office of destination to settle with the addressee. The paying office retains the right to make a claim against the office responsible.

Article 17

PERIOD FOR PAYMENT OF COMPENSATION

- 1 Compensation shall be paid as soon as possible and, at the latest, within one year from the day following the date of enquiry.

2. The despatching office is authorised to settle with the sender on behalf of the other office if the latter, after being duly informed of the application, has let nine months pass without giving a decision in the matter.
3. The despatching office may exceptionally postpone the settlement of compensation beyond the period of one year when the question of responsibility cannot be settled owing to circumstances over which the Administrations concerned have no control.

Article 18

INCIDENCE OF COST OF COMPENSATION

1. Until the contrary is proved, responsibility shall rest with the office which, having received the parcel from the other office without making any reservation and having been furnished with all the particulars for investigation prescribed by the regulations, cannot establish either proper delivery to the addressee or regular transfer to the following office, as the case may be.
2. If in the case of a parcel despatched from one of the two countries for delivery in the other, the loss, abstraction or damage has occurred in course of conveyance without its being possible to prove in the service of which country the irregularity took place the two Administrations shall bear in equal shares the amount of compensation.
3. Customs and other charges which it has not been possible to cancel shall be borne by the Administration responsible for the loss, damage or abstraction.
4. By paying compensation the Administration concerned takes over, to the extent of the amount paid, the rights of the person who has received compensation in any action which may be taken against the addressee, the sender or a third party.

If, however, a parcel which has been regarded as lost is subsequently found, in whole or in part, the person to whom compensation has been paid shall be informed that he or she is at liberty to take possession of the parcel against repayment of the amount paid as compensation.

Article 19

REPAYMENT OF THE COMPENSATION TO THE DESPATCHING OFFICE

The office responsible or on whose account the payment is made in accordance with Article 16 is bound to repay the amount of compensation within a period of three months after notification of payment.

The office of which the responsibility is duly proved and which has originally declined to pay compensation is bound to bear all the additional charges resulting from the unwarranted delay in payment.

Article 20

MISCELLANEOUS PROVISIONS

1. The francs and centimes mentioned in this Agreement are gold francs and centimes as defined in the Postal Union Convention of London.
2. Parcels shall not be subjected to any postal charge other than those contemplated in this Agreement except by mutual consent of the two Administrations.

3. In extraordinary circumstances either Administration may temporarily suspend the Parcel Post, either entirely or partially, on condition of giving immediate notice, if necessary by telegraph, to the other Administration.
4. The two Administrations have drawn up the following Detailed Regulations for ensuring the execution of the present Agreement. Further matters of detail not inconsistent with the general provisions of this Agreement and not provided for in the Detailed Regulations, may be arranged from time to time by mutual consent.
5. The internal legislation of the Leeward Islands and of Curaçao shall remain applicable as regards everything not provided for by the stipulations contained in the present Agreement and in the detailed Regulations for its execution.

Article 21

DURATION OF AGREEMENT

This Agreement shall remain in force until the expiration of one year from the date on which it may be denounced by either of the two Administrations.

PART II

REGULATIONS

DETAILED REGULATIONS FOR CARRYING OUT THE PARCEL POST AGREEMENT BETWEEN THE LEEWARD ISLANDS AND CURAÇAO

Article 1

MISSENT PARCELS

Missent parcels shall be retransmitted to their proper destination by the most direct route at the disposal of the office retransmitting them.

Article 2

METHOD OF TRANSMISSION. PROVISION OF BAGS

1. The exchange of parcels between the two countries shall be effected by the offices appointed by agreement between the two Administrations.
2. Parcels shall be exchanged between the two countries in bags duly fastened and sealed.
3. A label showing the Office of Exchange of origin and the Office of Exchange of destination shall be attached to the neck of each bag, the number of parcels contained in the bag being indicated on the back of the label.
4. The bag containing the parcel bills and other documents shall be distinctively labelled.
5. The weight of any bag of parcels shall not exceed 36 kilogrammes (80 pounds avoirdupois).
6. Each of the contracting Administrations shall supply the bags which it requires for its own mails and the empty bags shall be returned promptly by the receiving

office to the despatching office in the next mail. The number of empty bags returned shall be advised on the parcel bill of the mail in which they are enclosed.

Article 3

MAKE-UP OF PARCELS

Every parcel shall

- (a) bear the exact address of the addressee in Roman characters. Addresses in pencil shall not be allowed provided that parcels bearing addresses written with copying-ink pencil on a surface previously damped shall be accepted. The address shall be written on the parcel itself or on a label so firmly attached to it that it cannot become detached. The sender of a parcel shall be advised to enclose in the parcel a copy of the address together with a note of his or her own address;
- (b) be packed in a manner adequate for the length of the journey and for the protection of the contents. Articles liable to injure officers of the Post Office or to damage other parcels shall be so packed as to prevent any risk. Parcels may be sealed by impressions on wax, by lead seals, or in any other way with the uniform private impression or mark of the sender.

Article 4

SPECIAL PACKING

1. Liquids and substances which easily liquefy shall be packed in a double receptacle. Between the first receptacle (bottle, flask, pot, etc.) and the second (box of metal or of stout wood) shall be left a space which shall be filled with sawdust, bran, or some other absorbent material in sufficient quantity to absorb all the liquid contents in the case of breakage.
2. Colouring substance such as aniline, etc., shall be admitted only if enclosed in stout metal boxes placed inside wooden boxes with sawdust between the two receptacles. Dry non-colouring powders shall be placed in boxes of metal, wood or cardboard; these boxes shall themselves be enclosed in a cover of linen or parchment.
3. Every parcel containing precious stones, jewellery or any article of gold or silver exceeding £100 sterling (2500 francs) in value shall be packed in a box measuring not less than 3 feet 6 inches (1.05 metres) in length and girth combined.

Article 5

DESPATCH NOTES AND CUSTOMS DECLARATIONS

1. Each parcel shall be accompanied by a Despatch Note and by Customs Declarations according to the regulations of the country of destination, and the Customs Declarations shall be firmly attached to the Despatch Note.
2. Nevertheless a single Despatch Note and a single set of Customs Declarations may suffice for two or three (but not more) ordinary parcels posted at the same time by one sender to one addressee.
3. The two Administrations accept no responsibility in respect of the accuracy of Customs Declarations.

Article 6

SERIAL NUMBER AND PLACE OF POSTING

Each parcel and the relative Despatch Note as well shall bear a label indicating the serial number and the name of the office of posting. An office of posting shall not use two or more series of labels at the same time, unless each series is provided with a distinctive mark.

Article 7

DATE STAMP IMPRESSION

The Despatch Note shall be impressed by the Office of posting, on the address side, with a stamp showing the place and date of posting.

Article 8

RE-TRANSMISSION

1. The office re-transmitting a missent parcel shall not levy Customs or other non-postal charges upon it.
2. A parcel shall be re-transmitted in its original packing and shall be accompanied by the Despatch Note prepared by the office of origin. If the parcel, for any reason whatsoever, has to be repacked, or if the original Despatch Note has to be replaced by a substitute Note, the name of the office of origin of the parcel and the original serial number shall be entered both on the parcel and on the Despatch Note.

Article 9

RETURN OF UNDELIVERED PARCELS

1. If the sender of an undeliverable parcel has made a request not provided for by Article 8, section 2 of the Agreement, the office of destination need not comply with it but may return the parcel to the office of origin, after retention for the period prescribed by the regulations of the country of destination.
2. The office which returns a parcel to the sender shall indicate clearly and concisely thereon the cause of non-delivery. This information may be furnished in manuscript or by means of a stamped impression or label.
3. A parcel to be returned to the sender shall be entered on the Parcel Bill with the word "Rebut" in the "Observations" column. It shall be dealt with and charged like a parcel redirected in consequence of the removal of the addressee.

Article 10

SALE. DESTRUCTION

1. When a parcel has been sold or destroyed in accordance with the provisions of Article 10 of the Agreement, a report of the sale or destruction shall be prepared.
2. The proceeds of the sale shall be used in the first place to defray the charges on the parcel. Any balance which there may be shall be forwarded to the office of origin for payment to the sender, on whom the cost of forwarding it shall fall.

Article 11

ENQUIRIES CONCERNING PARCELS

For enquiries concerning parcels a form shall be used similar to the specimen annexed to the Detailed Regulations of the Parcel Post Agreement of the Universal Postal Union. These forms shall be forwarded to the offices appointed by the two Administrations to deal with them and they shall be dealt with in the manner mutually arranged between the two Administrations.

Article 12

PARCEL BILL

1. Returned and redirected parcels shall be entered individually by the despatching Office of Exchange on a Parcel Bill similar to the specimen annexed to the Detailed Regulations of the Parcel Post Agreement of the Universal Postal Union. Other parcels shall be entered on the Parcels Bills in bulk. The Despatch Notes and Customs Declarations shall be forwarded with the Parcel Bill.
2. Each Despatching Office of Exchange shall number the Parcel Bills in the top left-hand corner in an annual series for each office of exchange of destination, and as far as possible shall enter below the number the name of the ship conveying the mail. A note of the last number of the year shall be made on the first Parcel Bill of the following year.

Article 13

CHECK BY OFFICE OF EXCHANGE. NOTIFICATION OF IRREGULARITIES

On the receipt of a mail, the Office of Exchange shall check the parcels and the various documents which accompany them against the particulars entered on the relative Bill, and, if necessary, shall report missing articles or other irregularities by means of a Verification Note.

Article 14

COMMUNICATIONS AND NOTIFICATIONS

Each Administration shall furnish to the other all necessary information on points of detail in connection with the working of the service.

Article 15

DURATION OF THE DETAILED REGULATIONS

The present Detailed Regulations shall have the same duration as the Agreement. The Administrations concerned shall, however, have the power by mutual consent to modify the details from time to time.

SIXTH SCHEDULE

(Section 8)

AGREEMENT AND REGULATIONS

AGREEMENT BETWEEN THE LEEWARD ISLANDS AND GUADELOUPE FOR THE EXCHANGE OF POSTAL PARCELS AND THE DETAILED REGULATIONS FOR ITS EXECUTION

PART I

AGREEMENT

Article 1

LIMITS OF WEIGHT AND SIZE

1. A parcel for Guadeloupe posted in the Leeward Islands shall not exceed 11 pounds in weight, 3 feet 6 inches in length, or 6 feet in length and girth combined; and a parcel for the Leeward Islands posted in Guadeloupe shall not exceed 5 kilogrammes in weight, 1.05 metres in length or 1.80 metres in length and girth combined.
2. As regards the exact calculation of the weight and dimensions of a parcel, the view of the despatching office shall be accepted except in a case of obvious error.

Article 2

PREPAYMENT OF POSTAGE. RATES

1. The prepayment of postage on parcels shall be compulsory, except in the case of redirected or returned parcels.
The amounts to be paid on posting are as follows:
 - (a) in Guadeloupe and its dependencies,
 - (i) 3 francs for each parcel not exceeding 3 kilos;
 - (ii) 5 francs for each parcel above 3 and under 5 kilos (maximum weight);
 - (b) in the Leeward Islands,
 - (i) one shilling for each parcel not exceeding 3 lb.;
 - (ii) two shillings for each parcel not exceeding 7 lb.;
 - (iii) three shillings for each parcel not exceeding 11 lb.
2. Each Administration shall retain the whole of the postage or fees which it collects, including any sums collected in respect of redirected or returned parcels, and shall make its own arrangements for the sea conveyance of its parcels. The service will not therefore give rise to accounts between the two contracting Administrations.

Article 3

FEE FOR DELIVERY AND FOR CLEARANCE THROUGH THE CUSTOMS

The Postal Administration of Guadeloupe may collect in respect of delivery and clearance through the Customs, a fee not exceeding 50 centimes per parcel. The Postal Administration of the Leeward Islands may collect for similar service a fee not exceeding 3d.

Article 4

PAYMENT OF CUSTOMS AND OTHER CHARGES

Customs charges or other non-postal charges shall be paid by the addressees of parcels.

Article 5

WAREHOUSING CHARGE

The Postal Administration of Guadeloupe may collect any warehousing charge fixed by its legislation for a parcel which is addressed "Poste restante" or which is not claimed within the prescribed period.

This charge shall in no case exceed 5 francs.

Article 6

PROHIBITIONS

1. It is forbidden to enclose in a postal parcel
 - (a) explosive, inflammable or dangerous substances (including loaded metal caps, live cartridges and matches);
 - (b) articles of an obscene or immoral nature;
 - (c) articles, the admission of which is not permitted by law or by the Customs or other regulations;
 - (d) letters or communications which constitute an actual or personal correspondence, as well as correspondence or packets of any kind bearing an address other than that of the addressee of the parcel;

(it is, however, permissible to enclose in a parcel an open invoice confined to the particulars which constitute an invoice, and a simple copy of the address of the parcel with the address of the sender also);
 - (e) live animals (except bees, which must be enclosed in boxes so as to avoid all danger to postal officers and to allow the contents to be ascertained).
2. A parcel which has been wrongly admitted to the post shall be returned to the office of origin, unless the Administration of the country of destination is authorised by its legislation to dispose of it otherwise. In the latter case the office of despatch shall be informed in a precise manner of the treatment accorded to the parcel.

Nevertheless, the fact that a parcel contains a letter or communication which constitutes an actual or personal correspondence shall not, in any case, entail its return to the office of origin.
3. Explosive, inflammable or dangerous substances and articles of an obscene or immoral nature shall not be returned to the office of origin; they shall be disposed of

by the Administration which has found them in the mails in accordance with its own internal regulations.

Article 7

REDIRECTION

1. A parcel may be redirected in consequence of the addressee's change of address in the country of destination. The Administration of the country of destination may collect the redirection charge prescribed by its internal regulations. Similarly a parcel may be redirected from one of the two countries which are parties to this Agreement to another country provided that the parcel complies with the conditions required for its further conveyance and provided as a rule that the extra postage is prepaid at the time of the redirection or documentary evidence is produced that the addressee will pay it.

2. Additional charges levied in respect of redirection and not paid by the addressee or his or her representative shall not be cancelled in case of further redirection or of return to origin, but shall be collected from the addressee or from the sender, as the case may be, without prejudice to the payment of any special charges incurred which the country of destination does not agree to cancel.

Article 8

MISSENT PARCELS

Parcels received out of course, or wrongly allowed to be despatched, shall be transmitted in accordance with the provisions of Article 8 of the Detailed Regulations.

Article 9

NON-DELIVERY

1. In the absence of a request by the sender to the contrary a parcel which cannot be delivered shall be returned to the sender without previous notification and at his or her expense after retention for the period prescribed by the regulations of the country of destination.

2. The sender may request at the time of posting that, if the parcel cannot be delivered as addressed, it may be either (a) treated as abandoned, or (b) tendered for delivery at a second address in the country of destination. No other alternative is admissible. If the sender avails himself or herself of this facility his or her request must appear on the Despatch Note and must be in conformity with, or analogous to, one of the following forms:

“If not deliverable as addressed, abandon.”

“If not deliverable as addressed, deliver to

The same request must also be written on the cover of the parcel.

Article 10

CANCELLATION OF CUSTOMS CHARGES

Both parties to this Agreement undertake to urge their respective Customs Administrations to cancel Customs charges on parcels which are returned to the country of origin, abandoned by the senders, destroyed, or redirected to a third country.

Article 11

SALE. DESTRUCTION

Articles in danger of deterioration or corruption, and these only, may be sold immediately, even when in transit on the outward or return journey, without previous notice or judicial formality. If for any reason a sale is impossible the spoilt or putrid articles shall be destroyed.

Article 12

ABANDONED PARCELS

Parcels which cannot be delivered to the addressees and which the senders have abandoned shall not be returned by the office of destination, but shall be treated in accordance with its legislation.

Article 13

ENQUIRIES

1. A fee not exceeding 1 franc may be charged for every enquiry concerning a parcel.
2. Enquiries shall be admitted only within the period of one year from the date following the date of posting.
3. When an enquiry is the outcome of an irregularity in the postal service, the enquiry fee shall be refunded.

Article 14

RESPONSIBILITY FOR LOSS OR DAMAGE

1. Except in the cases mentioned in the following Article, the two Administrations shall be responsible for the loss of parcels and for the loss, abstraction or damage of their contents or of a part thereof.

The sender is entitled under this head to compensation corresponding to the actual amount of the loss, abstraction or damage. The amount of compensation shall not exceed 10 francs for a parcel not exceeding one kilogramme (3 lb.), and 25 francs for a parcel exceeding one kilogramme but not exceeding five kilogrammes (11 lb.).

In cases where the loss, damage or abstraction occurs in the service of the country of destination, the office of destination may pay compensation to the addressee at its own expense and without consulting the office of origin, provided that the addressee can prove that the sender has waived his or her rights in the addressee's favour.

2. In calculating the amount of compensation, indirect loss or loss of profits shall not be taken into consideration.
3. Compensation shall be calculated on the current price of goods of the same nature at the place and time at which the goods were accepted for transmission.
4. Where compensation is due for the loss, destruction or complete damage of a parcel or for the abstraction of the whole of the contents, the sender is entitled to the return of the postage also.

Article 15

EXCEPTIONS TO THE PRINCIPLE OF RESPONSIBILITY

The two Administrations shall be relieved of all responsibility

- (a) in cases beyond control (force majeure);
- (b) when they are unable to account for parcels in consequence of the destruction of official documents through a cause beyond control (force majeure);
- (c) when the damage has been caused by the fault or negligence of the sender, or when it arises from the nature of the article;
- (d) for parcels of which the contents fall under the ban of one of the prohibitions mentioned in Article 6;
- (e) in respect of parcels regarding which enquiry has not been made within the period prescribed by Article 13;
- (f) in respect of any parcels containing precious stones, jewellery or any article of gold or silver exceeding £100 sterling (2500 francs) in value, not packed in a box of the size prescribed by Article 4, section 3 of the Detailed Regulations.

Article 16

TERMINATION OF RESPONSIBILITY

The two Administrations shall cease to be responsible for parcels which have been delivered in accordance with their internal regulations and of which the owners or their agents have accepted delivery without reservation.

Article 17

PAYMENT OF COMPENSATION

The payment of compensation shall be undertaken by the office of origin except in cases indicated in Article 14, section 1, where payment is made by the office of destination. The office of origin may, however, after obtaining the sender's consent, authorise the office of destination to settle with the addressee. The paying office retains the right to make a claim against the office responsible.

Article 18

PERIOD FOR PAYMENT OF COMPENSATION

1. Compensation shall be paid as soon as possible and, at the latest, within one year from the day following the date of enquiry.
2. The despatching office is authorised to settle with the sender on behalf of the other office if the latter, after being duly informed of the application, has let nine months pass without giving a decision in the matter.
3. The despatching office may exceptionally postpone the settlement of compensation beyond the period of one year when the question of responsibility cannot be settled owing to circumstances over which the Administrations concerned have no control.

Article 19

INCIDENCE OF COST OF COMPENSATION

1. Until the contrary is proved responsibility shall rest with the office which, having received the parcel from the other office without making any reservation and having been furnished with all the particulars for investigation prescribed by the regulations, cannot establish either proper delivery to the addressee or regular transfer to the following office, as the case may be.

2. If in the case of a parcel despatched from one of the two countries for delivery in the other, the loss, abstraction or damage has occurred in course of conveyance without its being possible to prove in the service of which country the irregularity took place the two Administrations shall bear in equal shares the amount of compensation.

3. Customs and other charges which it has not been possible to cancel shall be borne by the Administration responsible for the loss, damage or abstraction.

4. By paying compensation the Administration concerned takes over, to the extent of the amount paid, the rights of the person who has received compensation in any action which may be taken against the addressee, the sender or a third party.

If, however, a parcel which has been regarded as lost is subsequently found, in whole or in part, the person to whom compensation has been paid shall be informed that he or she is at liberty to take possession of the parcel against repayment of the amount paid as compensation.

Article 20

REPAYMENT OF THE COMPENSATION TO THE DESPATCHING OFFICE

The office responsible or on whose account the payment is made in accordance with Article 17 is bound to repay the amount of compensation within a period of three months after notification of payment.

The office of which the responsibility is duly proved and which has originally declined to pay compensation is bound to bear all the additional charges resulting from the unwarranted delay in payment.

Article 21

MISCELLANEOUS PROVISIONS

1. The francs and centimes mentioned in this Agreement are gold francs and centimes as defined in the Postal Union Convention of Stockholm.

2. Parcels shall not be subjected to any postal charge other than those contemplated in this Agreement except by mutual consent of the two Administrations.

3. In extraordinary circumstances either Administration may temporarily suspend the Parcel Post, either entirely or partially, on condition of giving immediate notice, if necessary by telegraph, to the other Administration.

4. The two Administrations have drawn up the following Detailed Regulations for ensuring the execution of the present Agreement. Further matters of detail not inconsistent with the general provisions of this Agreement and not provided for in the Detailed Regulations, may be arranged from time to time by mutual consent.

5. The internal legislation of the Leeward Islands and of Guadeloupe shall remain applicable as regards everything not provided for by the stipulations contained in the present Agreement and in the Detailed Regulations for its execution.

Article 22

DURATION OF AGREEMENT

This Agreement shall remain in force until the expiration of one year from the date on which it may be denounced by either of the two Administrations.

PART II

REGULATIONS

DETAILED REGULATIONS FOR CARRYING OUT THE PARCEL POST AGREEMENT BETWEEN THE LEEWARD ISLANDS AND GUADELOUPE

Article 1

MISSENT PARCELS

Missent parcels shall be retransmitted to their proper destination by the most direct route at the disposal of the office retransmitting them.

Article 2

METHOD OF TRANSMISSION. PROVISION OF BAGS.

1. The exchange of parcels between the two countries shall be effected by the offices appointed by agreement between the two Administrations.
2. Parcels shall be exchanged between the two countries in bags duly fastened and sealed.
3. A label showing the Office of Exchange of origin and the Office of Exchange of destination shall be attached to the neck of each bag, the number of parcels contained in the bag being indicated on the back of the label.
4. The bag containing the parcel bills and other documents shall be distinctively labelled.
5. The weight of any bag of parcels shall not exceed 36 kilogrammes (80 pounds avoirdupois).
6. Each of the contracting Administrations shall supply the bags which it requires for its own mails and the empty bags shall be returned promptly by the receiving office to the despatching office in the next mail. The number of empty bags returned shall be advised on the parcel bill of the mail in which they are enclosed.

Article 3

MAKE-UP OF PARCELS

Every parcel shall

- (a) bear the exact address of the addressee in Roman characters. Addresses in pencil shall not be allowed provided that parcels bearing

addresses written with copying-ink pencil on a surface previously damped shall be accepted. The address shall be written on the parcel itself or on a label so firmly attached to it that it cannot become detached. The sender of a parcel shall be advised to enclose in the parcel a copy of the address together with a note of his or her own address;

- (b) be packed in a manner adequate for the length of the journey and for the protection of the contents. Articles liable to injure officers of the Post Office or to damage other parcels shall be so packed as to prevent any risk.

Article 4

SPECIAL PACKING

1. Liquids and substances which easily liquefy shall be packed in a double receptacle. Between the first receptacle (bottle, flask, pot, etc.) and the second (box of metal or of stout wood) shall be left a space which shall be filled with sawdust, bran or some other absorbent material in sufficient quantity to absorb all the liquid contents in the case of breakage.
2. Colouring substance such as aniline, etc., shall be admitted only if enclosed in stout metal boxes placed inside wooden boxes with sawdust between the two receptacles. Dry non-colouring powders shall be placed in boxes of metal, wood or cardboard; these boxes shall themselves be enclosed in a cover of linen or parchment.
3. Every parcel containing precious stones, jewellery or any article of gold or silver exceeding £100 sterling (2500 francs) in value shall be packed in a box measuring not less than 3 feet 6 inches (1.05 metres) in length and girth combined.

Article 5

DESPATCH NOTES AND CUSTOMS DECLARATIONS

1. Each parcel shall be accompanied by a Despatch Note and by Customs Declarations according to the regulations of the country of destination, and the Customs Declarations shall be firmly attached to the Despatch Note.
2. Nevertheless a single Despatch Note and a single set of Customs Declarations may suffice for two or three (but not more) ordinary parcels posted at the same time by one sender to one addressee.
3. The two Administrations accept no responsibility in respect of the accuracy of Customs Declarations.

Article 6

SERIAL NUMBER AND PLACE OF POSTING

Each parcel and the relative Despatch Note as well shall bear a label indicating the serial number and the name of the office of posting. An office of posting shall not use two or more series of labels at the same time, unless each series is provided with a distinctive mark.

Article 7

DATE STAMP IMPRESSION

The Despatch Note shall be impressed by the office of posting, on the address side, with a stamp showing the place and date of posting.

Article 8

RE-TRANSMISSION

1. The office re-transmitting a missent parcel shall not levy Customs or other non-postal charges upon it.
2. A parcel shall be re-transmitted in its original packing and shall be accompanied by the Despatch Note prepared by the office of origin. If the parcel, for any reason whatsoever, has to be repacked, or if the original Despatch Note has to be replaced by a substitute Note, the name of the office of origin of the parcel and the original serial number shall be entered both on the parcel and on the Despatch Note.

Article 9

RETURN OF UNDELIVERED PARCELS

1. If the sender of an undeliverable parcel has made a request not provided for by Article 9, section 2 of the Agreement, the office of destination need not comply with it but may return the parcel to the office of origin, after retention for the period prescribed by the regulations of the country of destination.
2. The office which returns a parcel to the sender shall indicate clearly and concisely thereon the cause of non-delivery. This information may be furnished in manuscript or by means of a stamped impression or label.
3. A parcel to be returned to the sender shall be entered on the Parcel Bill with the word "Rebut" in the "Observations" column. It shall be dealt with and charged like a parcel redirected in consequence of the removal of the addressee.

Article 10

SALE. DESTRUCTION

1. When a parcel has been sold or destroyed in accordance with the provisions of Article 11 of the Agreement, a report of the sale or destruction shall be prepared.
2. The proceeds of the sale shall be used in the first place to defray the charges on the parcel. Any balance which there may be shall be forwarded to the office of origin for payment to the sender, on whom the cost of forwarding it shall fall.

Article 11

ENQUIRIES CONCERNING PARCELS

For enquiries concerning parcels a form shall be used similar to the specimen annexed to the Detailed Regulations of the Parcel Post Agreement of the Universal Postal Union. These forms shall be forwarded to the offices appointed by the two Administrations to deal with them and they shall be dealt with in the manner mutually arranged between the two Administrations.

Article 12

PARCEL BILL

1. Returned and redirected parcels shall be entered individually by the despatching Office of Exchange on a Parcel Bill similar to the specimen annexed to the Detailed Regulations of the Parcel Post Agreement of the Universal Postal Union. Other parcels shall be entered on the Parcel Bills in bulk. The Despatch Notes and Customs Declarations shall be forwarded with the Parcel Bill.

2. Each Despatching Office of Exchange shall number the Parcel Bills in the top left-hand corner in an annual series for each office of exchange of destination, and as far as possible shall enter below the number the name of the ship conveying the mail. A note of the last number of the year shall be made on the first Parcel Bill of the following year.

Article 13

CHECK BY OFFICES OF EXCHANGE. NOTIFICATION OF IRREGULARITIES

On the receipt of a mail, the Office of Exchange shall check the parcels and the various documents which accompany them against the particulars entered on the relative Bill, and, if necessary, shall report missing articles or other irregularities by means of a Verification Note.

Article 14

COMMUNICATIONS AND NOTIFICATIONS

Each Administration shall furnish to the other all necessary information on points of detail in connection with the working of the service.

Article 15

DURATION OF THE DETAILED REGULATIONS

The present Detailed Regulations shall have the same duration as the Agreement. The Administrations concerned shall, however, have the power by mutual consent to modify the details from time to time.

SEVENTH SCHEDULE

(Section 8)

AGREEMENT BETWEEN THE UNITED STATES OF AMERICA AND THE LEEWARD ISLANDS FOR THE DIRECT EXCHANGE OF PARCELS BY PARCEL POST

AGREEMENT

I. LIMITS OF WEIGHT AND SIZE

1. No parcel shall exceed twenty-two pounds in weight, three feet six inches (one hundred and five centimetres) in length, or six feet (one hundred and eighty centimetres) in length and girth combined.
2. As regards the exact calculation of the weight and dimensions of parcels, the view of the despatching office shall be accepted, save in cases of obvious error.

II. POSTAGE AND FEES

1. The Administration of Origin is entitled to collect from the sender of each parcel such postage and fees for requests for information as to the disposal of a parcel made after it has been posted, and also, in the case of insured parcels, such insurance fees and fees for return receipts, as may from time to time be prescribed by its regulations.
2. Except in the case of returned or redirected parcels, the postage and such of the fees mentioned in the preceding section as are applicable, must be prepaid.

III. PREPARATION OF PARCELS

1. The name and address of the sender and of the addressee must be legibly and correctly written in every case when possible on the parcel itself, or on a label gummed thereto, and in the case of parcels addressed by tag only because of their shape or size-must also be written on a separate slip which slip must be enclosed in the parcel, but it is recommended that such address slips be enclosed in all parcels. Parcels will not be accepted when sent by or addressed to initials, unless the initials are the adopted trade name of the senders or addressees.

Addresses in ordinary pencil are not allowed, but copying ink or indelible pencil on a surface previously dampened may be used.

2. The sender shall prepare one customs declaration for each parcel sent from either country, upon a form provided for the purpose, which customs declaration shall give a general description of the parcel, an accurate statement in detail of its contents and value, date of mailing, number of rates prepaid, the sender's name and address, and the name and address of the addressee, and shall be securely attached to the parcel.
3. The Administration accept no responsibility for the correctness of the customs declarations.
4. Every parcel shall be packed in a manner adequate for the length of the journey and for the protection of the contents. Ordinary parcels may be closed by means of wax, lead seals, or otherwise.

Insured parcels must be closed and securely sealed with wax, or otherwise, but the country of destination shall have the right to open them, as well as ordinary parcels (including the right to break the seals) in order to inspect the contents. Parcels which have been so opened shall be closed again and officially sealed, except that in the case of ordinary parcels they need not be sealed if they were not sealed by the sender in the first instance.

Either Administration may require a special impress or mark of the sender in the sealing of insured parcels mailed in its service, as a means of protection.

5. Each insured parcel must bear on the outside a statement of the amount of the insured value expressed in the currency of the country of origin.
6. Each insured parcel must be marked or labelled or stamped "Insured", in a conspicuous manner on the address side, and in close proximity to such indorsement there must appear the insurance number given the parcel. The customs declaration, if not gummed to the parcel, must also be marked or labelled or stamped "Insured".
7. The labels or stamps on insured parcels must be so placed that they cannot serve to conceal injuries to the covers. They must not be folded over two sides of the cover so as to hide the edge.
8. Any liquid or any substance which easily liquefies must be packed in a double receptacle. Between the first receptacle, (bottle, flask, pot, box, etc.), and the second (box of metal or of strong wood) shall be left a space which shall be filled with sawdust, bran or some other absorbent material, in sufficient quantity to absorb all the liquid contents in the case of breakage.
9. Powders and dyes in powder form must be packed in lead-sealed metal containers, which containers must be enclosed in substantial outer covers, so as to afford the utmost protection to the accompanying mail matter.

IV. PROHIBITIONS

1. The following articles are prohibited transmission by parcel post:
 - (a) a letter or a communication having the nature of a letter; nevertheless, it is permitted to enclose in a parcel an open invoice, confined to the particulars which constitute an invoice, and also a simple copy of the address of the parcel, that of the sender being added;
 - (b) an enclosure which bears an address different from that placed on the cover of the parcel;
 - (c) any live animal;
 - (d) any article of which the admission is not authorised by the Customs or other laws or regulations in force in either country;
 - (e) any explosive or inflammable article, and, in general, any article of which the conveyance is dangerous.
2. When a parcel contravening any of these prohibitions is handed over by one Administration to the other, the latter shall proceed in accordance with its law and its inland regulations.
3. The two Postal Administrations shall furnish each other with a list of prohibited articles; but they will not thereby undertake any responsibility whatever towards the police, the customs authorities, or the senders of parcels.

V. CUSTOMS DUTIES

The parcels shall be subject in the country of destination to all customs duties and all customs regulations in force in that country for the protection of its customs revenues, and the customs duties properly chargeable thereon shall be collected on delivery, in accordance with the customs regulations of the country of destination.

VI. METHOD OF EXCHANGE OF PARCELS

1. The parcels shall be exchanged, in sacks duly fastened and sealed, by the Offices appointed by agreement between the two Administrations, and shall be despatched to the country of destination by the country of origin at its cost and by such means as it provides.
2. Insured parcels shall be enclosed in separate sacks from those in which ordinary parcels are contained, and the labels of sacks containing insured parcels shall be marked with such distinct symbols as may from time to time be agreed upon.

VII. BILLING OF PARCELS

1. The ordinary (uninsured) parcels included in each despatch shall be advised on a parcel bill by the simple entry of their total number.
2. Ordinary and insured parcels shall each be entered on separate parcel bills and the insured parcels shall be listed individually. The entries shall show in respect to each insured parcel, the insurance number, and the office (and state or country) of origin.
3. The entry on the bill of any returned parcel must be followed by the word "Returned".
4. Each despatching office of exchange shall number the parcel bills in the upper left-hand corner, commencing each year a fresh series for each office of exchange of destination. The last number of the year shall be shown on the parcel bill of the first despatch of the following year.
5. The exact method of advising parcels or the receptacles containing them sent by one Administration in transit through the other together with any details of procedure in connection with the advice of such parcels or receptacles for which provision is not made above, shall be settled by mutual agreement through correspondence between the two Administrations.

VIII. CERTIFICATES OF MAILING

The sender will, on request at the time of mailing an ordinary (uninsured) parcel, receive a certificate of mailing from the post office where the parcel is mailed on a form provided for the purpose; and each country may fix a reasonable fee therefor, but no certificate of mailing, other than the insurance receipt, will be furnished the sender of insured parcels.

IX. RESPONSIBILITY NOT ACCEPTED FOR ORDINARY PARCELS

Neither the sender nor the addressee of an ordinary (uninsured) parcel shall be entitled to compensation for the loss of the parcel or for the abstraction of or damage to its contents.

X. INSURANCE

1. The sender of a parcel may have the same insured by paying in addition to the postage such insurance fee as is prescribed by the country of origin, and in the event of loss, rifling, or damage, indemnity shall be paid for the actual amount, based on the actual value at the time and place of mailing of the loss, rifling or damage up to a sum not exceeding \$100 gold, when mailed in the United States of America, or £20 when mailed in the Leeward Islands.

No insured parcel shall be indemnified for an amount above the real value of its contents.

Both Administrations reserve the right to arrange by mutual agreement through correspondence for a higher or lower limit of indemnity than that mentioned in this Agreement.

2. Every parcel containing coin, bullion, jewellery or any other precious article must be insured. If a parcel containing coin, bullion, jewellery or any other precious article is posted uninsured, the Administration which delivers it shall treat it in accordance with its own regulations. Every parcel containing jewellery or any other precious article exceeding £100 (\$500), in value must be packed in a box measuring not less than 2 feet 6 inches in length and girth combined.

3. The Administration of origin is entitled to fix its own fees for different limits of indemnity within the maximum provided.

XI. RETURN RECEIPTS AND INQUIRIES

1. The sender of an insured parcel may obtain an advice of delivery upon payment of such additional charge, if any, as the country of origin of the parcel shall stipulate.

2. A fee may be charged, at the option of the country of origin, on a request for information as to the disposal of an ordinary parcel and also of an insured parcel made after it has been posted if the sender has not already paid the special fee to obtain an advice of delivery.

A fee may also be charged at the option of the country of origin, in connection with any complaint of any irregularity which *prima facie* was not due to the fault of the Postal Service.

3. When an advice of delivery is desired, the sender or office of origin shall write or stamp on the parcel in a conspicuous manner, the words "Return receipt requested", "Advice of delivery requested" or boldly, the letters "A. R."

XII. INDEMNITY

1. Except in cases of loss or damage through force majeure (causes beyond control) as that term is defined by the legal decisions or rulings of the country in the service of which the loss or damage occurs, when an insured parcel has been lost, rifled or damaged, the sender, or other rightful claimant, is entitled to an indemnity corresponding to the actual amount of loss, rifling or damage, based on the actual value at the time and place of mailing of the lost, rifled or damaged article, unless the loss, rifling, or damage has arisen from the fault or negligence of the sender or the addressee or of the representative of either or from the nature of the article, provided that the indemnity shall not exceed the sum for which the required insurance fee was paid in the country of origin.

In the absence of special agreement to the contrary between the countries involved (which agreement may be made through correspondence) no indemnity will be paid by either country for the loss, rifling or damage of transit insured parcels, that is parcels originating in one of the two contracting countries addressed for delivery in some other country not a party to this Agreement, or parcels originating in a third country addressed for delivery in one of the two contracting countries.

2. Neither Administration is bound to pay indemnity in case of loss or damage due to force majeure under any particular definitions of that term unless the other Administration will assume liability reciprocally under the same definitions of the term, although either country may at its option and without recourse to the other country, pay indemnity for losses, or damages occurring through force majeure under any definition of that term.

3. In case an insured parcel originating in the United States or the Leeward Islands addressed to the other country, is forwarded or returned from the United States or the Leeward Islands to a third country, the rightful claimant shall be entitled to only such indemnity, if any, for any loss, rifling, or damage which occurs subsequent to the redespach of the parcel in the country of original address, as the country in which the loss, rifling or damage occurred is willing or obligated to pay under any agreement in force between the countries directly involved in the forwarding or return. Either country adhering to this Agreement which improperly forwards an insured parcel to a third country, shall be responsible therefor to the extent of the liability of the country of origin to the sender within the limit of indemnity fixed by this Agreement.

4. No application for indemnity will be entertained unless a claim or an initial inquiry, oral or written, shall be filed by claimant or his or her representative within a year commencing with the day following the posting of the insured parcel.

5. No compensation shall be given for loss, injury, or damage consequential upon, i.e. indirectly arising from the loss, nondelivery, damage, misdelivery or delay of any insured parcel transmitted under this Agreement.

6. No indemnity will be paid for insured parcels which contain matter of no intrinsic value nor for perishable matter or matter prohibited transmission in the parcel-post mails exchanged between the contracting Administrations, or which did not conform to the stipulations of this Agreement, or which were not posted in the manner prescribed, but the country responsible for the loss, rifling or damage, may pay indemnity in respect of such parcels without recourse to the other Administration.

7. Either of the Administrations may at its option reimburse the rightful claimant in the event of complete loss, irreparable damage of entire contents or rifling of entire contents, for the amount of postage or special charges borne by an insured parcel, if claimed. The insurance fees are not in any case returned.

8. No responsibility will be admitted for insured parcels which cannot be accounted for in consequence of the destruction of official documents through causes beyond control.

9. In case the sender, addressee or owner of an insured parcel, or his or her representative, shall, at any time knowingly allege the contents to be above their real value, or whenever any false, fictitious, or fraudulent evidence is knowingly and wilfully introduced, the Administration responsible for the indemnity reserves the right without any refund of fee or postage, to decline to pay indemnity or to pay such indemnity as may in its discretion be considered equitable in the light of the evidence produced. The enforcement of this rule shall not prejudice any legal proceedings to which such fraudulent evidence may have rendered the claimant liable.

10. When an insured article has been lost, rifled or damaged, the Administration of origin shall pay indemnity to the rightful claimant as soon as possible and at the latest within a period of one year counting with the day following that on which the application is made, which payment shall be made on account of the Administration of destination, if that Administration is responsible for the loss, rifling or damage, and has been duly notified.

11. However, the Administration of origin, may, in the cases indicated in the foregoing paragraph, exceptionally defer payment of indemnity for a longer period than that stipulated if, at the expiration of that period, it has not been able to determine the disposition made of the article in question or the responsibility incurred.

12. Except in cases where payment is exceptionally deferred as provided in the foregoing paragraph, the country of origin is authorised to pay indemnity on behalf of the country of destination if that country has, after being duly informed of the application for indemnity, let nine months pass without settling the matter.

13. The obligation of paying the indemnity shall rest with the country to which the mailing office is subordinate. That country can make a claim on the country responsible, that is to say, against the Administration on the territory or in the service of which the loss, rifling or damage took place.

14. The country responsible for the loss, rifling or damage and on whose account payment is made is bound to repay to the country making payment on its behalf, without delay and within not more than nine months after receiving notice of payment, the amount of indemnity paid.

15. Reimbursements for indemnity from one country to the other shall be made on the gold basis.

16. Repayments are to be made free of cost to the creditor country by means of either a money order or a draft, in money valid in the creditor country, or by such other means as may be mutually agreed upon by correspondence.

17. Until the contrary is proved, responsibility for an insured parcel rests with the country which having received the parcel without making any observation and being furnished all necessary particulars for inquiry, is unable to show its proper disposition.

18. Responsibility for loss, rifling or damage of an insured parcel discovered by the receiving office of exchange at the time of opening the receptacles and duly notified to the despatching office of exchange by bulletin of verification, shall fall upon the Administration to which the despatching office of exchange is subordinate unless it is proved that the loss, rifling or damage occurred in the service of the receiving Administration.

If the loss, rifling or damage occurred in the course of conveyance and it should not be possible to ascertain on the territory or in the service of which country the loss, rifling or damage took place, the indemnity shall be shared equally.

19. The responsibility of properly enclosing packing and sealing insured parcels rests upon the sender, and the postal service of neither country will assume liability for loss, rifling or damage arising from defects which may not be observed at the time of posting.

XIII. TRANSIT PARCELS

1. Each Administration guarantees the right of transit over its territory, to or from any country with which it has parcel post communication, of parcels originating in or addressed for delivery in the territory of the other contracting Administration.
2. Each Administration shall inform the other to which countries parcels may be sent through it as intermediary.
3. To be accepted for onward transmission, parcels sent by one of the contracting Administrations through the service of the other Administration must comply with the conditions prescribed from time to time by the intermediary Administration.

XIV. CHECK BY OFFICE OF EXCHANGE

1. On the receipt of a Parcel Mail, the receiving Office of Exchange shall check it. The insured parcels must be carefully compared with the accompanying Bill. Any discrepancies or irregularities noted shall be immediately reported to the despatching office of exchange by means of a Bulletin of Verification. If report is not made promptly it will be assumed that the mail and the accompanying bills were in every respect in proper order.
2. In the case of any discrepancies or irregularities in a mail, such record shall be kept as will permit of the furnishing of information regarding the matter in connection with any subsequent investigation or claim for indemnity which may be made.
3. If a parcel bill is missing a duplicate shall be made out and a copy sent to the despatching office of exchange from which the despatch was received.
4. Insured parcels bearing evidence of violation or damage must have the facts noted on them and be marked with the stamp of the Office making the note, or a document drawing attention to the violation or damage must be forwarded with the parcels.

XV. FEES FOR DELIVERY AND FOR CUSTOMS FORMALITIES— DEMURRAGE CHARGES

1. The Administration of the country of destination may collect from the addressee, for delivery and for the fulfilment of customs formalities, a charge not exceeding 10 cents gold for each parcel, and an additional delivery charge of like amount for each time a parcel is presented at the residence of the addressee after one unsuccessful presentation.
2. Each Administration may impose reasonable storage or demurrage charges in case the addressee fails to accept delivery of any parcel within such reasonable time as is prescribed by the Administration of the country of destination. Any such charges shall be cancelled in the event of the return of the parcel to the country of origin.

XVI. RE-DIRECTION

1. Any parcel re-directed within the country of destination or delivered to an alternate addressee at the original office of address shall be liable to such additional charges as may be prescribed by the Administration of that country.
2. When a parcel is redirected to either country, new postage as well as new insurance fees, in the case of insured parcels (which, when redirected, must be despatched in the same kind of mails as received, that is, insured) may, if not prepaid,

be collected upon delivery and retained by the Administration making the collection. The Administration making delivery shall fix the amount of such fees and postage when not prepaid.

3. Insured parcels shall not be forwarded or returned to another country unless they may be forwarded or returned as insured mail. Senders may indorse insured parcels "Do not forward to a third country", in which event the parcel shall not be forwarded to any other country, unless such parcels are indorsed to indicate that the senders do not wish them forwarded to any country other than that of mailing or within the country of original address, they may be forwarded to a third country if they can be forwarded as insured mail. Insured parcels may be returned to the sender in a third country in accordance with a return address on the parcels, if they can be returned as insured mail. In case of the loss, rifling or damage of an insured parcel forwarded or returned to a third country, indemnity will be paid only in accordance with the stipulations of Article XII section 3 of this Agreement.

XVII. POSTAL CHARGES OTHER THAN THOSE PRESCRIBED, NOT TO BE COLLECTED

The parcels to which this Agreement applies shall not be subject to any postal charges other than those contemplated by the different articles hereof.

XVIII. NON-DELIVERY

1. In the absence of a request by the sender to the contrary a parcel which can not be delivered shall be returned to the sender without previous notification New postage as well as new insurance fees, in the case of insured parcels (which must be returned in the same kind of mail as received) may be collected from the sender and retained by the Administration making the collection.

2. The sender of a parcel may request, at the time of mailing, that, if the parcel cannot be delivered as addressed, it shall be either (a) treated as abandoned, or (b) tendered for delivery at a second address in the country of destination. No other alternative is admissible. If the sender avails himself or herself of this facility, his or her request must appear on the parcel or on a Customs Declaration attached to or stuck on the parcel and must be in conformity with or analogous to one of the following forms:

"If not deliverable as addressed 'Abandon'."

"If not deliverable as addressed 'Deliver to'"

3. Except as otherwise provided, undeliverable parcels will be returned to the senders at the expiration of thirty days from the date of receipt at the post office of destination, while refused parcels will be returned at once, the parcels in each case to be marked to show the reason for non-delivery.

4. Articles liable to deterioration or corruption, and these only, may, however, be sold immediately even on the outward or return journey, without previous notice or judicial formality for the benefit of the right party.

If for any reason a sale is impossible, the spoilt or worthless articles shall be destroyed. The sale or destruction shall be recorded and report made to the Administration of origin.

5. Undeliverable parcels which the sender has marked "Abandon" may be sold at auction at the expiration of thirty days, but in case such disposition is made of insured parcels, proper record will be made and the Administration of origin notified as to the

disposition made of the parcels. The Administration of origin shall also be notified when for any reason an insured parcel which is not delivered is not returned to the country of origin.

XIX. CUSTOMS CHARGES TO BE CANCELLED

Provided the formalities prescribed by the Customs authorities concerned are fulfilled, the customs charges properly so-called, on parcels destroyed, sent back to the country of origin, or re-directed to another country shall be cancelled both in the Leeward Islands and in the United States of America.

XX. RE-TRANSMISSION

Missent ordinary parcels shall be forwarded to their destination by the most direct route at the disposal of the re-forwarding Administration but must not be marked with the customs or other charges by the re-forwarding Administration. Missent insured parcels shall not be forwarded to their destination unless they can be forwarded as insured mail. If they cannot be forwarded as insured mail, they shall be returned to the country of origin.

XXI. RECEPTACLES

Each Administration shall provide the bags necessary for the despatch of its parcels. The bags shall be returned empty to the country of origin by the next mail. Empty bags shall be made up in bundles of ten (nine bags enclosed in one) and the total number of such bags shall be advised on the parcel bill.

XXII. CHARGES

1. For every parcel mailed in one country and addressed for delivery in the other, whether ordinary or insured, a payment of one franc gold shall be made by the despatching Administration to the receiving Administration.
2. The amounts to be allowed in respect to parcels sent from one Administration to the other for onward transmission to a possession of either country or to a third country shall be fixed by the intermediate Administration.
3. On every parcel returned, or redirected unpaid, by one of the two Administrations to the other, the returning or re-transmitting Administration shall be entitled to claim a payment of one franc gold together with any sum due in respect of the sea service. In the case of a parcel returned, or redirected unpaid, in transit through one of the two Administrations to the other the intermediary Office may claim also the sum due to it for any additional sea service provided, together with any amounts due to any other Administration or Administrations concerned.
4. Except as provided in this Article each Administration shall keep the whole of the sums which it collects by virtue of the various articles of this Agreement.

XXIII. ACCOUNTING

1. Terminal parcels.

At the end of each quarter the creditor Administration shall prepare an account of the amount due to it in respect of the parcels received in excess of those despatched.

2. Transit parcels.

Each Administration shall also prepare quarterly an account showing the sums due for parcels sent by the other Administration for onward transmission.

3. These accounts shall be submitted to the examination of the corresponding Administration in the course of the month which follows the quarter to which they relate.

4. The compilation, transmission, verification and acceptance of the accounts must be effected as early as possible and the payment resulting from the balance must be made at the latest before the end of the following quarter.

5. Payment of the balances due on these accounts between the two Administrations shall be effected by means of drafts on New York or in any other manner which may be agreed upon mutually by correspondence between the two Administrations, the expense attendant on the payment being at the charge of the indebted Administration.

XXIV. MATTERS NOT PROVIDED FOR IN THE AGREEMENT

1. All matters concerning the exchange of insured parcels the obtaining and disposition of return receipts therefor, and the adjustment of indemnity claims in connection therewith not covered by this Agreement shall be governed by the provisions of the Universal Postal Union Convention and the Detailed Regulations for its execution, in so far as they are applicable and not inconsistent with the provisions of this Agreement, and then if no other arrangement has been made, the internal legislation, regulations, and rulings of the United States of America and the Leeward Islands, according to the country involved, shall govern.

2. The Postmaster General of the United States of America and the Cabinet shall have authority jointly to make from time to time by correspondence such changes and modifications and further regulations of order and detail as may become necessary to facilitate the operation of the services contemplated by this Agreement as well as to provide arrangements for the exchange of registered parcels and parcels subject to collect-on-delivery charges should both countries at any time desire such service.

3. The Administrations shall communicate to each other from time to time the provisions of their laws or regulations applicable to the conveyance of parcels by Parcel Post.

XXV. DURATION OF AGREEMENT

1. This Agreement substitutes and abrogates that signed at Washington on April 3rd, 1889.

2. It shall remain in force until one of the two contracting Administrations has given notice to the other, six months in advance, of its intention to terminate it.

Either Administration may temporarily suspend the insurance service, in whole or in part, when there are special reasons for doing so, or restrict it to certain offices; but on the condition that previous to such suspension an opportune notice of such a measure is given to the other Administration, such notice to be given by the most rapid means if necessary.

EIGHTH SCHEDULE

(Section 8)

AGREEMENT BETWEEN THE WINDWARD ISLANDS AND THE LEEWARD ISLANDS, CONCERNING THE EXCHANGE OF PARCELS BY PARCEL POST

AGREEMENT

1. From the ninth day of August, 1929, there shall be an exchange of parcels by mail between the Windward Islands comprising Grenada, St. Lucia, and St. Vincent, and the Leeward Islands, namely, Antigua, St. Kitts and Nevis, Dominica, Montserrat, and the Virgin Islands, by means of the mail services between the Windward Islands and the several islands named.
2. Each Administration shall fix the rate of postage to be collected in advance on parcels and retained by the despatching office.
3. No parcel shall exceed in weight and dimensions the weight and dimensions fixed for parcels passing between the two Administrations and the United Kingdom.
4. The rules that may from time to time be in force respecting parcels passing between the two Administrations and the United Kingdom shall govern the system between the two Administrations, including the exchange of insured parcels and insured boxes subject to the following limits of insured value, viz:

Between the Leeward Islands and

St. Lucia.....	£100
Grenada.....	£400
St. Vincent.....	£400

and provided that the insured box service shall not extend to St. Lucia.

5. Each Administration shall provide for the sea conveyance of its own parcels.
6. Each Administration shall collect and retain the whole unpaid postage due on redirected parcels.
7. The parcels shall be considered as a component part of the mails exchanged between the two Administrations and may be forwarded at the option of the despatching office either in boxes or ordinary mail bags, these boxes or bags to be marked "Parcel Post" and not to contain any other article of mail matter and to be securely sealed with wax or lead.
8. Each Administration shall promptly return to the despatching office by next mail all such boxes and bags.
9. This Agreement shall remain in force during the continuance of direct steamship communication between the two Administrations or until the expiration of a period of one year after the date upon which one of the two contracting Administrations shall have notified the other of its intention to terminate it.

NINTH SCHEDULE*(Section 8)***POSTAL MONEY ORDER CONVENTION (CANADA AND SAINT
CHRISTOPHER AND NEVIS)****CONVENTION****CONVENTION*****Article 1***

There shall be a regular exchange of Money Orders between Canada and the State of Saint Christopher and Nevis (hereinafter called “the State”).

Article 2

(1) The maximum of each Canadian Money Order shall be one hundred dollars (\$100) and no Money Order shall include a fractional part of a cent. Every Money Order shall be drawn on the authorised form only (Specimen A).

(2) The maximum of each Money Order issued in the State shall be one hundred dollars (\$100) and no Money Order shall include a fractional part of a cent. Every Money Order shall be drawn on the authorised form only (Specimen B).

Article 3

The rates of commission to be charged on Money Orders drawn in Canada upon the State, or vice versa, shall be as prescribed by the Rules and Regulations in the respective jurisdictions.

Article 4

(1) Each country shall keep the commission charged on all Money Orders issued within its own jurisdiction for payment in the other and no charge will be made by either Administration for any Service performed for the other in connection with the exchange of Money Orders.

(2) Each Administration shall communicate to the other the tariff or schedule of the fees to be established by it under the provisions of the Article and also any subsequent change therein.

Article 5

Money Orders shall be drawn only on authorised Money Order Offices of the respective countries and each postal Administration shall furnish to the other a list of such offices, and from time to time notify any addition to or change in such lists.

Article 6

Every Money Order shall contain the name of the office and of the country of destination and, if relating to a Money Order payable in Canada, the name of the Province in which such office is situated.

Article 7

Money Orders shall be issued only on the applicant furnishing the given name, surname and address of the person to whom the amount is to be paid, and his or her own name and address except in the case of business firms whose usual designation will be sufficient. Such Money Orders are to be handed to the remitters for transmission to the payees.

Article 8

(1) Money Orders drawn in Canada on the State shall be expressed in Sterling money, and in Canadian dollars and cents. Money Orders drawn in the State on Canada shall be expressed in Canadian dollars and cents and in Sterling money.

(2) Each of the contracting Administrations shall have the power to fix, from time to time, the rate of conversion applicable to Money Orders issued by it.

Article 9

(1) On the first working day of each month or as soon as possible thereafter each Administration shall prepare in duplicate a certified list of all Money Orders issued by the other Administration which have been paid by and received from its inland offices and examined up to and including the last day of the preceding month.

(2) Canadian Money Orders paid in the State shall be listed in numerical sequence of serial numbers and the lists will show the serial number of each Order and its amount in Canadian dollars and cents and in Sterling money.

Colonial Money Orders paid in Canada shall be listed alphabetically by the names of the issuing offices in the State and the lists will show the office of issue, the serial number of each Order and its amount in Canadian dollars.

The sum total of each sheet of paid Orders shall be stated in a summary attached to the list.

(3) The lists shall be numbered consecutively throughout the fiscal year beginning with the number one on the 1st January and ending with the last list despatched in the month of December.

(4) One copy of each of the list shall be transmitted on the part of the State to the Director of Financial Services, Post Office Department, Ottawa 4, Canada—Attention, Money Order Division, and in like manner on the part of Canada to the Post Office Department at Basseterre, Saint Christopher.

(5) Every paid Order shall accompany the list on which it is entered and both lists and paid Orders shall be forwarded under registered cover.

(6) Each Administration shall promptly acknowledge to the other the receipt of every list, and shall, as soon as possible after its receipt, give notice of any errors which may be discovered therein.

(7) If at any time the package containing the paid Money Orders transmitted by one Administration to the other be lost while in transit by mail, it is agreed that a certified copy of the lists shall, within a reasonable time, be accepted by the other Administration as a satisfactory voucher and evidence of payment of the Orders described therein which have been lost or destroyed.

Article 10

The Orders drawn by each country upon the other shall be payable upon presentation subject to the regulations which govern the payment of Money Orders in the country on which they are drawn.

Article 11

(1) Money Orders alleged to have been lost or destroyed will be replaced with duplicates to be issued by the Administration of the country of origin, and applicants for duplicates may be accepted only from the purchasers or the holders of the purchasers' receipts or from the payees or endorsees if they are responsible concerns which customarily extend credit for Money Orders alleged to have been mailed to them:

except in the latter cases, the responsibility of obtaining the duplicates will devolve upon the payees who should communicate with the purchasers.

(2) Duplicates issued in favour of the payees of Money Orders will be sent to the Post Office Department of the country of payment; and duplicates requested in favour of the remitters of Money Orders will not be issued until certificates shall first have been obtained from the country of payment certifying that the original Money Orders have not been paid.

Article 12

The Money Orders issued in pursuance of this Convention shall be valid until the expiration of twelve months from the last day of the month in which issued.

Article 13

Original Money Orders may be repaid by the country of origin without reference to the other Administration, in accordance with the internal regulations of the country of issue.

Article 14

Should it appear that Money Orders are used by mercantile men or women in Canada or the State for the transmission of large sums of money, or in the case of a great advance in the rate of exchange, or other circumstances creating abuses or acting injuriously to the postal revenue, either country shall be at liberty to increase the commission or suspend the issue of Money Orders for a time.

Article 15

The accounts shall be prepared monthly on the basis of individual indebtedness, each country preparing the account in respect to the amount due to its Administration.

(1) The Post Office Department of the State shall prepare an account in duplicate showing the total amount paid in Sterling money in respect to Money Orders of Canadian issue, and both copies of the account shall be forwarded to Canada with the relative monthly list and paid Money Orders.

(2) The Post Office Department of Canada shall return an accepted copy of the account and shall remit to the Post Office Department of the State a draft on London, England, expressed in Sterling Money in favour of the Postmaster of the State, for the amount due to the State.

(3) The Post Office Department of Canada shall prepare an account in duplicate showing the total amount paid in Canadian dollars in respect to Money Orders originating in the State, and both copies of the account shall be forwarded to the State with the relative monthly list and paid Money Orders.

(4) The Post Office Department of the State shall return an accepted copy of the account and shall remit to the Post Office Department of Canada a draft on Ottawa, Canada, expressed in Canadian dollars in favour of the Receiver General of Canada for the amount due to Canada.

(5) Pending the settlement of an account, either Administration may make a provisional payment on the amount owing the other Department.

(6) The expenses attending the settlement of accounts shall be borne by the debtor country.

Article 16

The present convention shall remain in force until the expiration of a period of one year after the date upon which one of the two contracting Administrations shall have notified the other of its intention to terminate it.

TENTH SCHEDULE*(Section 8)***CONVENTION FOR THE EXCHANGE OF POSTAL MONEY ORDERS
BETWEEN THE POSTAL ADMINISTRATIONS OF THE UNITED STATES AND
THE STATE OF SAINT CHRISTOPHER AND NEVIS*****Article 1*****ISSUE**

The transfer of sums of money may be made by means of Postal Money Orders from the State of Saint Christopher and Nevis (hereinafter called "the State") to the United States and its possessions and from the United States and its possessions, except the Canal Zone (Isthmus of Panama) to the State.

Article 2**FORM, MAXIMUM, ETC.**

Section 1. The Money Orders issued in the United States and its possessions for payment in the State shall conform, as nearly as practicable, to model "A", hereto annexed, and the Money Orders issued in the State for payment in the United States and its possessions shall in like manner conform to model "B", also hereto annexed.

Section 2. Each Order shall be delivered to the purchaser, to be forwarded to the payee, by and at the expense of the purchaser.

Section 3. In filling up the Money Order and the receipt of payments, the writing must be in the English language, and in Roman letters and Arabic numerals, without erasure, alteration or obliteration, and no Order shall contain a fraction of a cent.

Section 4. The maximum amount of each Money Order is fixed at one hundred dollars.

Section 5. The Money Orders issued in the United States for payment in the State shall be drawn in United States currency (dollars and cents), only, and the Money Orders issued in the State for payment in the United States shall express the amount in words as well as in figures in United States currency (dollars and cents). The amount in Sterling money deposited by purchasers may also be entered in the Orders issued in the State.

Article 3**TRANSMITTAL OF PAID ORDERS AS BASIS OF SETTLEMENT**

Section 1. The monthly lists of paid Orders, quarterly accounts and remittances hereinafter provided for, shall be exchanged directly between the Postal Administration of the United States on the one hand, and the Postmaster of the State on the other hand.

Section 2. On the first working day of each month each Administration shall prepare in duplicate a list of all Money Orders, which have been paid at, and received from its Post Offices since the prior accounting.

Section 3. These lists must exhibit in detail and in alphabetical order by States, Territories, Possessions or Provinces, as the case may be, the names of the issuing offices, the serial numbers printed on the orders, and the amount of each order. The

sum total of each sheet of paid orders must be stated in the summary attached to the list in United States dollars and cents.

Section 4. The lists shall be numbered consecutively throughout the fiscal year, beginning with No. 1 on the first of July of each year.

Section 5. On the part of the United States, one certified copy of a list embracing the paid orders originating in the State shall be sent to the Postmaster of the State, and on the part of the State, one certified copy of a list embracing all orders originating in the United States and paid in the State shall be sent by the Postmaster of the State to such office of the United States Post Office Department as the Postmaster General of the United States shall designate.

Section 6. Each list shall be accompanied by all paid orders entered therein, and shall be forwarded by registered mail.

Section 7. Each Administration shall promptly acknowledge to the other the receipt of each list, and shall as soon after receipt as possible, give notice of any errors which may have been discovered therein.

Section 8. In case paid money orders returned to the Administration which issued the orders, be lost or destroyed in transit by mail, it is agreed that a certified copy of the corresponding list, presented by the Administration which made the transmittal, shall within a reasonable time be accepted as a satisfactory voucher and evidence of payment of the orders described therein.

Article 4

FEES

Section 1. A fee, to be fixed by the country of origin, shall be collected from the purchaser upon each sum of money transmitted under this Convention.

Section 2. Each Post Office Department shall communicate to the other the tariff or schedule of the fees to be established by it under the provisions of this Article, and also any subsequent change therein.

Section 3. The person entitled to payment of a money order issued in pursuance of this Convention shall not be subjected, under any pretext whatever, to any commission or tax on account of the payment of such order.

Section 4. There shall be but one scale of fees for the issue in the United States of orders payable in the State as well as for the issue in the State of orders payable in the United States.

Section 5. Each of the contracting offices shall keep the fees which it receives for money orders issued within its jurisdiction, and no commission or charge will be made by either Administration for any service performed in connection with exchange of money orders.

Article 5

LIST OF OFFICES

Each Post Office Department reserves the right to designate the post office of its country which may be authorised to issue and pay money orders under the provisions of this Convention.

Article 6

PAYMENT – LIMITATION CORRESPONDENCE

Section 1. The orders drawn in pursuance of this Convention shall be subject, as regards payment, to the regulations that govern the payment of domestic money orders in the country of payment. Each Administration shall be responsible for the payments made within its territory.

Section 2. All correspondence concerning money order business shall be conducted through the Post Office Department of the United States or such postal facility as the Postmaster General of the United States shall designate on the one hand and the Postmaster of the State on the other.

Article 7

INVALID ORDERS

Section 1. The money orders issued in pursuance of this Convention shall be valid until the expiration of twelve months from the last day of the month in which issued.

Section 2. Payment of the amount of an invalid order may be made by means of a duplicate, to be issued by the Administration of the country of origin.

Article 8

DUPLICATES

Section 1. Orders lost or destroyed, will be replaced with duplicates to be issued by the Administration of the country of origin.

Section 2. An application for a duplicate of money order alleged to have been lost or destroyed may be accepted only from the purchaser or the holder of the purchaser's receipt and the responsibility of obtaining the duplicate will devolve upon the payee who should communicate with the purchaser.

Article 9

REPAYMENTS

A money order or a duplicate thereof may be paid to the purchaser, payee or endorsee, upon presentation.

Article 10

ACCOUNTS, BALANCES

Section 1. Within six weeks after the close of each fiscal quarter, two copies of an account similar to Model "C" hereto annexed shall be prepared and transmitted by the Postmaster of the State to such office of the United States Post Office Department as the Postmaster General of the United States shall designate, exhibiting the balance due on the exchange of money orders during the quarter, one copy of which, after proper verification and acknowledgment, shall be returned to the Postmaster of the State.

- (a) If this verified account shows a balance in favour of the State, the Post Office Department of the United States will transmit therewith a

Cheque drawn on the Treasurer of the United States in favour of the Postmaster of the State for the amount of the balance due.

- (b) If on the other hand, the said account, after verification and acknowledgment, as aforesaid, shows a balance in favour of the Post Office Department of the United States, then the Postmaster of the State will, upon receipt of the certified copy of the same, transmit to the Post Office Department of the United States a bill of exchange for the amount thereof, payable in New York, in dollars.

Section 2. If, pending the settlement of an account, one of the Postal Administrations shall ascertain that it owes the other a balance exceeding one thousand dollars, the indebted Administration shall promptly remit the approximate amount of such balance to the credit of the other.

Section 3. The expenses attending the remittance of bills of exchange shall invariably be borne by the office by which payment is to be made.

Article 11

USE OF VOUCHERS

Each Administration agrees to place temporarily at the disposal of the other any paid order the return of which shall have been requested.

Article 12

MODIFICATION OF DETAILS

The contracting Administrations are authorised to make such modifications in matters of detail connected with the execution of the provisions of this Convention as may be deemed expedient, and mutually agreed upon, in order to provide for greater security against fraud, or for the better working of the system.

Article 13

SUSPENSION OF CONVENTION

Each of the two Administrations is empowered, under extraordinary circumstances which may be of a nature to warrant the measure, to suspend temporarily the money order service between the two countries, provided, however, that notice of such suspension be given to the other Administration immediately, and, if necessary, by means of the telegraph.

Article 14

IN EFFECT

This Convention shall be in force until one year after one of the contracting Administrations shall have notified the other of its intention to terminate it. During such year the Convention shall continue to be executed fully and entirely without prejudice to the adjustment and payment of the accounts after the expiration of the term in question.

MODEL "A".

United States Postal Money Order

NOT PAYABLE FOR MORE THAN ONE HUNDRED DOLLARS

15-119
000

DOLLARS		
		CENTS

DOLLARS		
		CENTS

DOLLARS		
		CENTS

U.S. Postal Money Order

VOID IF ALTERED

PAY AMOUNT IN THIS BLOCK 1

BUT NOT MORE THAN DOLLARS

PURCHASER'S RECEIPT
FILL IN OTHER SIDE

INFORMATION BELOW TO BE FILLED IN BY PURCHASER

DETACH AND HOLD

POST OFFICE
RECORD

PURCHASER ASSUMES
RESPONSIBILITY FOR
FILLING IN HIS NAME
AND ADDRESS AND
NAME OF PAYEE IN
SPACES PROVIDED ON
THE ORDER

PAY TO
PAYEE'S NAME

FROM
PURCHASER'S NAME

.....
PURCHASER'S STREET ADDRESS

.....
PURCHASER'S CITY STATE

IF C.O.D.
ENTER NO. HERE
DO NOT FOLD, STAPLE, SPINDLE OR MUTILATE INITIAL OF ISSUING
EMPLOYEE

[ISSUING OFFICE]

[] [] [] []

STAMP

STAMP

STAMP

INITIAL OF ISSUING
EMPLOYEE

PAYEE MUST ENDORSE BELOW ON LINE MARKED "PAYEE"

OWNERSHIP OF THIS ORDER MAY BE TRANSFERRED TO ANOTHER PERSON OR FIRM IF THE PAYEE WILL WRITE THE NAME OF SUCH PERSON OR FIRM ON THE LINE MARKED "PAY TO" BEFORE WRITING HIS OR HER OWN NAME ON THE SECOND LINE. MORE THAN ONE ENDORSEMENT IS PROHIBITED BY LAW. BANK STAMPS ARE NOT REGARDED AS ENDORSEMENTS.

CAUTION
IDENTIFICATION REQUIRED

PAY TO.....
.....

PAYEE

THIS RECEIPT MUST BE PRESENTED IN CASE OF LOSS

SENT TO

ADDRESS.....

NO INQUIRY ACCEPTED PRIOR TO
30 DAYS FROM DATE OF PURCHASE

MODEL "B".

ST. KITTS AND NEVIS

Stamp of [Issuing Office]

No. OVERSEAS MONEY ORDER

Stamp of [Issuing Office]

Stamp of [Issuing Office]

[]

[.....]

[.....]

POSTMASTER AT

Dollars	Cents

£	s.	d.

Sent to
at

Dollars	Cents

£	s.	d.

Pay to the order of	
WRITE IN WORDS	100 Dollars

REMITTER
.....

Fee
DETACH AND HOLD

postmaster

see INSTRUCTIONS ON OTHER SIDE (S.19126)

Claims not considered 12 months after payment

Dollars	Cents

£	s.	d.

Fee
.....
Initial of Issuing
Employee

ReceivedPayee
the
amount
stated on
the front
of this
order

INSTRUCTIONS

This Money Order is subject, as regards payment, to the existing Laws and Regulations which govern the payment of Money Orders in the Country on which it is drawn.

If any erasure or alteration be made, or if the Order be cut, defaced, or mutilated, payment may be refused.

The Issuing Postal Administration is not liable to any claim for an Order which has once been paid, no matter by whom it may have been presented.

MODEL "C"

STATEMENT OF EXCHANGE OF MONEY ORDERS

Between the United States and St. Christopher and Nevis
For the Quarter ended20

To the credit of Orders issued in the United States Paid in St. Christopher and Nevis						To the credit of the United States Orders issued in St. Christopher and Nevis Paid in the United States					
No. of List	Date of List	Amount				No. of List	Date of List	Amount			
Total of List						Total of List					
Balance due Total						Balance due Total					

.....Balance in favour of.....

GENERAL POST OFFICE

Examined and Accepted

Date

Postmaster