

*Undeliverable packets*

19. Where for any reason an incoming postal packet cannot be delivered, it may at the discretion of the Post Office either be returned to the sender, or be destroyed or otherwise disposed of as the Post Office may think fit.

## PART IV

## CONDITIONS RELATING TO PARTICULAR CLASSES OF PACKETS

*Letters*

20. If an envelope is used as the cover for a postal packet intended for transmission as a letter, it must be of a rectangular shape.

*Postcards*

21.—(1) The following rules shall apply to postcards :

- (a) No writing except the address and any postal directions recognised by the Universal Postal Convention for the time being in force, and no printing except that of any of the matters aforesaid, shall appear on the right-hand half of the address side of a postcard.
- (b) A postcard shall be rectangular with its length at least equal to the width multiplied by 1.414 and be made of cardboard or of paper stout enough not to hinder its manipulation of other postal packets. It shall not have projecting or raised relief parts.
- (c) Nothing whatever shall be in any manner attached to a postcard except :
  - (i) postage stamps denoting payment of postage or fees ;
  - (ii) Illustrations, photographs, stamps of any kind, and labels and cuttings of any kind, being made of paper or other very thin substance, and address slips and fold-back sheets ;

## Provided that :

- (1) every such article shall be of such a nature as not to alter the character of the postcard, and shall adhere completely to the postcard ;
  - (2) every such article, except a label or an address slip, shall be affixed only to the back or to the left-hand half of the address side of the postcard ;
  - (3) no stamp likely to be mistaken for a stamp used to denote payment of postage or fees shall be fixed to the address side of the postcard.
  - (d) A postcard shall not be embellished with cloth, embroidery, spangles or similar materials.
  - (e) Stamps or impressions of postal franking machines, presses or devices denoting payment of postage or fees shall be placed on the address side of the postcard, as far as possible on the right-hand half.
- (2) If any postcard is found when in the post not to comply with any of the rules (a) to (d) inclusive in sub-paragraph (1), it shall be dealt with and charged as a letter.
- (3) If any postcard is found when in the post not to comply with rule (e) in sub-paragraph (1), it shall be dealt with as if the postage or fees denoted by the stamps or impressions placed otherwise than in conformity with that rule had not been prepaid.

*Printed packets*

22.—(1) The expression "printed packet" in this Scheme means a packet consisting of or containing only :

- (a) articles or documents (whether printed, engraved, lithographed, mimographed or photographed) of any of the following descriptions :
  - (i) newspapers and periodicals, books and pamphlets ;
  - (ii) sheets of music (except perforated sheets intended to be used with automatic musical instruments), visiting cards, address cards,

and proofs of printing, with or without the relative manuscript ;

- (iii) engravings, photographs and albums containing photographs ;
- (iv) pictures and drawings, plans, maps and patterns intended for cutting out ;
- (v) brochures, prospectuses, advertisements, catalogues and notices.

- (b) impressions or copies obtained upon paper or other similar material by means of printing, engraving, lithography, mimeography, photography or any other mechanical process easy to recognise, except impressions or copies obtained by means of tracing, a stamp with or without moveable type, or a typewriter ;

but does not include a packet consisting of, or containing, literature for the blind :

Provided that a packet may be transmitted as a printed packet notwithstanding that in addition to any such things as are described in (a) and (b) above there is enwrapped or enclosed therein :

- (i) a card, envelope or wrapper for reply bearing the printed name and address (in the country or place in which the packet containing it was posted) of the sender or his agent, and having either postage stamps of the country or place to which such packet is addressed properly affixed thereto by way of payment of the return postage, or a suitable space for the proper fixing of such stamps ;
- (ii) if the only other things so enwrapped or enclosed are printed literary or artistic productions, an open invoice (the terms whereof are such only as are necessary to its essential function as an invoice), with or without copies of the invoice deposit notes or international or internal money order forms of the country of destination, which notes or forms may indicate by any means the amount to be deposited or paid and the particulars of the postal giro account or the address of the beneficiary of the order.

(2) No packet shall be transmissible as a printed packet which consists of or contains :

- (a) anything designed or adapted for future use as stationery which bears no printed matter other than such as might serve for such future use ;
- (b) any film or sound recording ;
- (c) any punched paper tape or ADP card bearing perforations, marks or signs which could constitute annotations ;
- (d) any printed paper of which the text has been modified after printing, or which bears any characters or marks whatever of such a kind as to constitute a code.

Provided that matter otherwise transmissible as or in a printed packet shall be so transmissible notwithstanding any addition or modification made as follows :

- (a) outside or inside the packet :
  - (i) to indicate the name or business name, status, profession and address of the sender and of the addressee, the date of despatch, the signature, telephone exchange and number, telex number and answer-back code, telegraphic address and code, current postal account and current banking account of the sender, and serial or registration numbers.
  - (ii) to correct errors in printing ;
  - (iii) to strike out, to underline or to ring round certain parts of a printed text, provided that this does not give to the printed text the character of current and personal correspondence :
- (b) to indicate or add :
  - (i) on order forms, subscription forms or offers in respect of published works,