

# AIR MAIL

## SUMMER SERVICES, 1923.

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### I.—CONDITIONS OF POSTING FOR THE (LETTER) AIR MAILS.

1. Any kind of Letter Packet may be sent by Air Mail, *i.e.*, letters, postcards, printed papers and commercial papers and samples. Air Mail packets can be registered, but cannot at present be insured.

2. An Air Mail packet may be posted in any of the ordinary ways of posting.

3. Any packet intended for transmission by Air Mail, besides conforming to the ordinary regulations of the letter post, **must**:—(1) bear an "Air Mail" label or manuscript equivalent, and sometimes a special marking in addition; (2) be prepaid with an Air Mail fee (*see* paragraphs 5 and 9), in addition to the ordinary postage (foreign or Imperial—*see* paragraph 7).

4. "Air Mail" labels may be obtained **free of charge** at any Head or Branch Post Office, or on written application from the Secretary (Air Mails), General Post Office, London, E.C.1. The label should be affixed to the top left-hand corner of the cover of the packet. If a label is not available, the cover of the packet should be marked in manuscript as prominently as possible, "**By Air Mail**"; but the use of the label is greatly to be preferred. If a special additional marking is required (*see* notes C and D to paragraph 10), it should always be inserted *immediately beneath the label* (or its equivalent).

5. The Air Mail fee must be prepaid with postage stamps in the ordinary way. The amount payable in connection with each Air Mail Service is shown in paragraph 9.

**Any packet which is not fully prepaid with the appropriate Air Mail fee will not be sent by Air Mail.**

6. **Express delivery** in the country of destination is not covered by the Air Mail fee. If express delivery is desired as well as transmission by air, an express fee of 6*d.* per packet must be prepaid in the same manner as the air fee. Packets intended for express delivery should be prominently marked with the word "Express" immediately below the Air Mail label (or manuscript equivalent). The delivery of Air Mail packets by the express service is carried out in France, Holland, Belgium, and certain other Foreign Countries where the express delivery of ordinary packets is undertaken (a list of these countries is given in the Post Office Guide). Similarly, if **registration** is required, the usual fee must be prepaid, in addition to ordinary postage and the Air Mail fee.

7. The **ordinary postage** due (in addition to the Air Mail fee) on an Air Mail packet should be prepaid **at the rate applicable to the class of letter packet concerned**, *i.e.*, at the letter rate, printed papers rate, sample rate, etc., as the case may be.

8. **Certain special facilities** are provided for the **late posting** over the counter at selected Offices in London of letters for transmission by air to the Continent on the same day (*see* special London inset).



## II.—LIST OF (LETTER) AIR MAIL ROUTES, SHOWING FREQUENCY OF SERVICE, AND FEES.

9.

No.	Service.	Frequency.	Air Mail Fee (on outgoing packets).
1.	London-Paris - - - -	Once each weekday (in each direction).	2d. for each oz. or part of an oz.
2.	London-Brussels and Cologne -	<i>Outward</i> once to Brussels, twice to Cologne; <i>inward</i> once from Cologne; each weekday.	2d. " " " "
3.	London-Amsterdam (with call at Rotterdam).	<i>Outward</i> twice, <i>inward</i> three times, each weekday.	2d. " " " "
4.	Toulouse-Casablanca - - -	Daily (in each direction).	3d. up to $\frac{1}{2}$ oz., 6d. up to $3\frac{1}{2}$ oz., 3d. additional for each additional $3\frac{1}{2}$ oz.
5.	Cairo-Baghdad - - - -	Fortnightly (in each direction).	6d. for each oz. or part of an oz.

## III.—TABLE OF LETTER DESPATCHES, SHOWING ADVANTAGES OFFERED, USEFUL PERIOD (APPROXIMATELY) OF POSTING IN LONDON, ETC.

10. N.B.—In the Provinces information as to the useful period of posting can be obtained at the local Head Office.

Service.	Mail closes in London (G.P.O.) each weekday unless otherwise stated.	Destination.	Delivery or connexion to be secured by use of a given despatch from London.	Normal gain by use of air instead of ordinary route (for distant places).	Useful period of posting at G.P.O., London (see Note A).
1. London-Paris.	11.0 a.m. (at counter).	Paris - - - -	Delivery same evening.	Up to 24 hours -	7.30 a.m. to 11.0 a.m.
		Most of France -	Delivery following morning. Connexion with Night Mail trains from Paris same day.		
2. London-(1) Brussels; (2) Cologne (2 despatches) See Note B.	11.0 a.m. (at counter). 6.0 a.m. (in public letter box), and 11.0 a.m. (at counter).	Brussels, Antwerp -	Delivery same afternoon or evening.	Up to 24 hours -	6.0 p.m. to 11.0 a.m. Practically continuous. Probably continuous (under present conditions).
		Cologne (Rhine Army) Do. (civil addresses).	Delivery same afternoon or evening. Ditto ( <i>but see</i> Note B).		
3. London-Amsterdam. 1st despatch.	6.0 a.m. (in public letter box). 11.0 a.m. (at counter).	Rotterdam, Amsterdam.	Delivery same afternoon.	Up to 24 hours -	6.0 p.m. to 6.0 a.m. 6.0 a.m. to 11.0 a.m. 7.30 a.m. to 11 a.m.
		Most of Holland -	Delivery same evening.		
2nd despatch.	11.0 a.m. (at counter).	Rotterdam, Amsterdam. Rest of Holland -	Delivery same evening. Delivery same evening or by first post next morning. Connexion with evening Mail train from Amsterdam same day.		
4. Toulouse-Casablanca (see Note C).	7.30 a.m. daily.	Germany (north and central), Sweden, Norway (except west), Russia, etc., Czecho-Slovakia -	Delivery at Casablanca on morning of third day (inclusive). Delivery in Baghdad in about 10 days.	2 to 4 days -	Continuous.
5. Cairo-Baghdad (see Note D).	6.0 p.m. on alternate Thursdays.	Morocco (excluding Tangier & Spanish Zone). Iraq (Mesopotamia) Persia, north and west (Teheran, Isfahan, etc., and as far as Bushire).	Delivery in Baghdad in about 10 days.	Up to 16 days - Up to 16 days -	Continuous.



### Notes.

A. A packet posted before or after the indicated times at the General Post Office, London, or corresponding times of collection elsewhere in London, would normally fall into an ordinary despatch by which it would reach its destination as soon as or sooner than by the next Air Mail (*see* paragraph 21).

B. Letters for civil addresses in Cologne sent by the 2nd despatch must be prepaid for express delivery (*see* paragraph 6) if they are to reach the addressees the same evening.

C. Packets must be plainly marked immediately below the Air Mail label (or manuscript equivalent) "Par avion de Toulouse." Packets posted in time to be included in Mails forwarded to France by the first day boat, say on Monday, will normally be forwarded from Toulouse by air on Tuesday, and reach Casablanca on Wednesday morning.

D. Packets must be plainly marked immediately below the Air Mail label (or manuscript equivalent) "Cairo-Baghdad." The dates of the next fortnightly despatches from London will be as follows:—(On the evenings of Thursdays) July 26, August 9, 23, etc. *Letters for Egypt or India cannot be sent by air.*

## IV.—LATEST TIMES OF POSTING (FOR THE LETTER AIR MAILS).

11. **In London.**—*See* special inset.

**In the Provinces.**—Air Mail packets must be posted in time to be forwarded in Mails for London conveyed by trains due to reach the London terminus well before the hour of closing the Air Mail at the G.P.O. Precise information will be supplied by the local Head Post Office.

## V.—AIR PARCEL SERVICES TO PARIS (SEMI-OFFICIAL).

12. Parcels for **Paris** (*see* paragraph 16)—**but not for any other place in France**—may be posted for onward transmission each weekday by the aeroplane service of Messrs. Handley Page Transport, Ltd. That Company is responsible for the clearance of the parcels through the French Customs and for their subsequent delivery.

### A.—Conditions of Posting.

13. **Accepting Offices.**—Air parcels may be posted at any District or Branch Post Office in London, and at any Head Post Office in the Provinces. In many of the larger towns, such as Manchester and Birmingham, air parcels can also be handed in at one or more subordinate Post Offices. A list of these can be obtained on application at the local Head Office.

14. The Air Service is not available for Insured or Cash on Delivery parcels; nor can the sender undertake payment of Customs Charges. Redirection to places beyond Paris is not undertaken.

15. As regards **maximum weight and dimensions, the making out of Customs Declarations and Despatch Notes, compensation in the event of loss or damage, etc.**, air parcels are subject to the same regulations as parcels sent by ordinary parcel post. **It is particularly important, in the case of an air parcel, that the relative Customs Declaration and Despatch Note should be completed with the utmost care and accuracy**; otherwise the parcel is liable to delay in Customs clearance and delivery at the other end, and may lose the benefit of transmission by air post. The sender must see that, either before or at the time of posting, an "Air Mail" label is carefully affixed to the parcel close to the address where it will not easily be overlooked.

16. **Delivery in Paris.**—The Company undertakes to deliver air parcels at any address within the walls of Paris at a charge to the addressee of 1 f. 25 per parcel. It also undertakes, at a charge to the addressee of 5 f. per parcel, delivery in many of the suburbs.

The sender, and not the Post Office or the Air Company, is responsible for seeing that the address of any parcel sent by air to Paris comes within the indicated limit. If it does not, the parcel will ordinarily be returned undelivered to the sender (*see* next paragraph). The names of the suburbs of Paris where delivery is undertaken can be ascertained at any accepting Office.

17. **Undelivered Parcels for Paris.**—In order that the Company may be in a position to dispose promptly of any air parcel which cannot be delivered at the address intended, the sender should in every case show on the Despatch Note or on the cover of the parcel, (a) if possible, an alternative address in Paris (*see* paragraph 16) at which the parcel should be tendered, (b) whether, in the event of non-delivery, it should be returned to the sender, or treated as abandoned. The sender will be liable to pay on return of the parcel any additional postal or other charges (possibly including French Customs charges) which may have accrued upon it.

### B.—Services to Paris.

18. Air parcels may be sent to Paris by "EXPRESS" or "NON-EXPRESS" Service.

An "EXPRESS" parcel is normally forwarded by air on the day after posting (*see* paragraph 19), and **delivered in Paris on the same evening or the following morning**. In the case of a NON-EXPRESS parcel the interval between posting and delivery is normally one or two days longer, but should still be substantially less than in the case of a parcel for Paris sent by the ordinary parcel post.



The fees chargeable on such parcels (inclusive of inland as well as air conveyance, but exclusive of the delivery charge payable by the addressee—*see* paragraph 16) are as follows :—

				For parcels weighing			
				up to 2 lb.	2-5 lb.	5-8 lb.	8-11 lb.
“ Express ” service	...	...	...	1/9	3/-	4/6	6/-
“ Non-express ” service	...	...	...	1/6	2/3	3/3	4/3

19. The latest time at which a parcel (express or non-express) can be posted at any accepting Office so as to reach the London Aerodrome on the following morning may be ascertained by enquiry at that Office. At certain special Offices in central London “ express ” parcels for Paris may be posted in the morning for air conveyance on the same day and delivery on the same evening or the following morning—*see* separate London inset.

#### VI.—EXPRESS AIR PARCEL SERVICE TO HOLLAND.

20. Parcels addressed to any part of Holland may be posted for conveyance from London to Rotterdam or Amsterdam by air and for express delivery by the Dutch Post Office. They will usually be forwarded from Croydon by air on the morning after posting, and be delivered in Rotterdam and Amsterdam by the same evening, and in other parts of Holland by the second morning after posting. They should thus reach their respective destinations two or three days earlier than if sent by the ordinary parcel post. The scale of charges, inclusive of express delivery at the place of destination, is as follows :—

For parcels weighing up to 3 lb.	3-7 lb.	7-11 lb.
3/6	6/6	9/-

(On parcels addressed “ Poste Restante ” the charges are 6d. less.)

The general conditions and latest times of posting are similar to those in the Paris service (*see* paragraphs 13, 14, 15 and 19 above), except that there are at present no facilities for posting in London in the morning for air conveyance to Holland on the same day.

#### VII.—MISCELLANEOUS.

21. An Air Mail letter which is posted at such a time that it will certainly reach its destination earlier if forwarded by the next ordinary Mail is so forwarded, unless it bears some indication that the sender desires Air Mail transmission for its own sake, and not for the sake of obtaining speedy delivery of the letter.

22. On production of the cover the Postmaster-General is prepared to enquire into any case of alleged delay in transmission of an outgoing Air Mail letter, and to refund the amount of the special Air Mail fee prepaid upon it, when it is clear that, through the fault of the Air Service or of the Post Office, there has been no gain by the use of the Air Mail.

23. **Warning.**—The Air Mail Services are liable to be altered from time to time. Alterations will be announced in the Press, and correction slips to this Leaflet will be issued from time to time until a new edition becomes necessary. Any member of the public who wishes to use the Air Mails should make sure that he has a copy of the current edition, and of any correction slips issued.

24. The issue of new editions of this Leaflet will be notified in the newspapers. Copies are obtainable on application to the Secretary (Air Mails), General Post Office, London, E.C.1.



LONDON INSET TO AIR MAIL LEAFLET OF JULY, 1923.

**LATEST TIMES of POSTING IN LONDON and CROYDON for the AIR MAILS.**

**A.—LETTER AIR MAILS** (see Sections I to III of the Air Mail Leaflet).

1. For the Mails despatched **from Croydon by aeroplane** to the Continent the latest times of posting in London and Croydon for **air transmission on the same day** are as shown in the table below :—

**LATEST TIMES of POSTING (not on Sunday).**

Air Service.	Aeroplane due to leave Croydon Aerodrome.	How posted.	G.P.O.	Threadneedle Street B.O.	Lombard Street B.O.	S.W.D.O.	Piccadilly, Church Place B.O.	Parliament Street B.O.	W.D.O.	Charing Cross B.O.	W.C.D.O.	S.E.D.O.	Other Head District Offices.	Aerodrome Sub-Office, Croydon.	
London to Rotterdam, Amsterdam, and Cologne.	a.m.	} In public letter box.	a.m.	a.m.	a.m.	a.m.	a.m.	a.m.	a.m.	a.m.	a.m.	a.m.	a.m.	a.m.	
	8.30 10.0		6.0	—	At District Offices in time for the collection at 2 a.m. Elsewhere in London in time for the last collection overnight.										
Paris, Rotterdam, Amsterdam, Brussels and Cologne.	p.m.	} ‡ At Counter } In public letter box.	11.0 9.30	10.45	10.45	10.25	10.20	10.30	10.15	10.35	10.4	9.0	9.0	} Until 15 minutes before due time of departure of Mail Aeroplane (see col. 15)	
	12.05 12.25			} † 9 a.m. at larger B.O.'s, and 8.45 a.m. elsewhere.	† 9.30	} 9.0	} 9.0	} † 9.0	} † 8.30	} 8.45	} † 10.0	} † 9.0	} † 8.30		} † 9.0
	12.15				φ 9.0										

‡ Registered Packets 5 minutes earlier.    † At Head Office.    φ Elsewhere in Town District.

2. The facilities for late posting at the Aerodrome Sub-Office are provided for the benefit of letters which cannot be posted elsewhere in time to be forwarded by air to the Continent on the same day. Such letters must be specially handed in, and cannot be registered or insured.

3. For the Mails which are forwarded **for the first part of their journey by ordinary train and boat service**, viz., the Toulouse-Casablanca, and the Cairo-Baghdad Air Mails, the latest times of posting in London are the same as for the ordinary Mails closed at the General Post Office at the same time for France, and for Iraq, India, etc., respectively (see pages 578-580 of the Post Office Guide, July 1923 edition). The arrangements for **Late Fee posting** are also the same.

**B.—PARCEL AIR MAILS** (see Sections V and VI of the Air Mail Leaflet).

4. The special Offices in London (see paragraph 19 of the Leaflet) where **express** parcels for **Paris** (but not for Holland) may be posted for air conveyance on the same day, and the relative latest times of posting at these Offices, are shown below :—

	a.m.		a.m.
General Post Office ... ..	10.55	Parliament Street Branch Office ...	10.25
Threadneedle Street Branch Office ...	10.40	Western District Office ... ..	10.10
Lombard Street ... ..	10.40	Charing Cross Branch Office ... ..	10.30
South Western District Office ... ..	10.20	Western Central District Office ...	10.35
Piccadilly Church Place Branch Office	10.15	Croydon Head Office ... ..	9.45