

16. When a letter is mislent by a wrong direction of the writer, fresh postage must be added when the letter is forwarded; but no postage is to be added when properly directed and mislent by a Post-Master.

17. Letters on hand at the close of a quarter, must be advertised; and such as have lain in the office three months, are called Dead Letters, and are to be forwarded with the Quarterly Accounts to the General Post-Office.

18. Accounts must be rendered quarterly, on the last days of March, June, September, and

December. The papers to be rendered, are,

A transcript of the account of Letters and Newspapers received from other offices.

A transcript of the account of Letters sent to other offices.

A transcript of the account of Ship Letters received.

A transcript of the account of Ship Letters sent.

The Post-Bills received from other offices during the quarter.

Accounts and receipts of contingent expenses.

The bill of Dead Letters.

The account current.

FINIS.