

**LAWS OF TRINIDAD AND TOBAGO**

**POST OFFICE ACT**

**CHAPTER 47:01**

**Act**  
**23 of 1938**  
**Amended by**  
3 of 1940  
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**Note**  
**on**  
**Omitted Provision**

Section 70 of the Post Office Ordinance Ch. 36 No. 1 (1950 Ed.) (conferring on the Postmaster General disciplinary power over officers) has been omitted as it is repugnant to the Constitution.

**Note**  
**on**  
**Adaptation**

Certain fees in this Chapter were increased by the Commission under paragraph 4 of the Second Schedule to the Law Revision Act (Ch. 3:03). Where this occurs, a marginal reference in the form normally indicating an amendment is made to L.N. 51/1980 (the Legal Notice by which the President's approval was signified).

## CHAPTER 47:01

## POST OFFICE ACT

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## CHAPTER 47:01

## POST OFFICE ACT

1950 Ed.  
Ch. 36 No. 1.

**An Act relating to the Post Office.**

23 of 1938.

Commencement.

[1ST JANUARY 1939]

Short title.

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

Interpretation.

2. In this Act—

“cash on delivery service” means a service whereby the Postmaster General or other postal administration undertakes at the request of the sender to collect, or secure the collection of, a sum of money on his behalf from the addressee of the packet as a condition of delivery; and “cash on delivery packet” means a postal packet to which a cash on delivery service applies;

“foreign”, when used in relation to any postal packet or any description thereof, means either posted in Trinidad and Tobago and sent to a place out of Trinidad and Tobago, or posted in a place out of Trinidad and Tobago and sent to a place in Trinidad and Tobago, or in transit through Trinidad and Tobago to a place out of Trinidad and Tobago;

“inland” when used in relation to any postal packet or any description thereof, means posted within Trinidad and Tobago and addressed to some place in Trinidad and Tobago, and where used in relation to postage means the postage charged on the packet;

“mail” includes every conveyance by which postal packets are carried, whether it is a vehicle, a horse, or any other conveyance, and also a person employed in conveying or delivering postal packets, and also any vessel or aircraft employed by or under the authority of the Postmaster General for the transmission of postal packets by contract or otherwise in respect of postal packets transmitted by the vessel or aircraft;

“mail bag” includes a bag, box, parcel, or any other envelope or covering in which postal packets in course of transmission by post are conveyed, whether it does or does not contain any such packets;

“master of a vessel” includes every person (except a pilot) having command or charge of a vessel, whether the vessel is a ship of war or other vessel;

- “officer of the Post Office” includes the Postmaster General, and any person employed in any business of the Post Office, whether employed by the Postmaster General or by any person under him or on behalf of the Post Office;
- “postage” means the sum chargeable for the transmission of postal packets;
- “postal packet” means a letter, post card, reply post card, newspaper, book packet, pattern or sample packet, or parcel, and every packet, parcel, or article transmissible by post;
- “Post Office” includes any house, building, room, vehicle, or placed used for the purpose of the Post Office;
- “Post Office letter box” includes any pillar box, wall box, or other box or receptacle provided by the permission or under the authority of the Postmaster General for the purpose of receiving postal packets, or any of them, for transmission by or under the authority of the Postmaster General;
- “purpose of the Post Office” means any purpose of this Act, and includes any purpose relating to or in connection with the execution of the duties for the time being undertaken by the Postmaster General or any of his officers;
- “valuable security” has the same meaning as in the Larceny Act, Ch. 11:12. and includes anything which is a valuable security within the meaning of that Act, and any part of such thing.

### 3. For the purposes of this Act—

- (a) a postal packet shall be deemed to be in course of transmission by post from the time of its being delivered to a post office to the time of its being delivered to the person to whom it is addressed; and
- (b) the delivery of a postal packet of any description to a letter carrier or other person authorised to receive postal packets of that description for the post or to an officer of the Post Office to be dealt with in the course of his duty, shall be a delivery to a post office; and
- (c) the delivery of a postal packet at the house or office of the person to whom the packet is addressed, or to him or to his servant or agent or other person considered to be authorised to receive the packet, according to the usual manner of delivering that person's postal packets, shall be a delivery to the person addressed.

Meaning of “in course of transmission by post” and “delivery to or from a post office”.

Construction of  
reference to  
Post Office Act.

4. (1) Any reference contained in any written law, deed, or document referring to the Post Office Act, or any of them, or to the Post Office laws, shall be construed, so far as the context permits, as a reference to this Act, and any fines, penalties, and other sums directed to be recovered under the Post Office Acts, or any of them, or the Post Office laws, may be recovered in the same manner as fines and forfeitures under this Act may be recovered; and any reference in any written law to an indictable offence under the Post Office laws shall be construed, so far as the context permits, as a reference to any offence punishable on indictment under this Act, whether it is or is not also punishable on summary conviction.

(2) Where, by reason of any Act being declared a Post Office Act or its provisions to be Post Office laws, any written law repealed by this Act is applied for any purpose, the corresponding provisions of this Act shall apply in like manner.

(3) A reference in any written law other than this Act to a post letter shall be construed to refer to a postal packet within the meaning of this Act.

#### DUTIES OF POSTAGE

Postal packets  
subject to  
charge.

5. Subject to this Act, there shall be charged by the Postmaster General and paid into the public funds of Trinidad and Tobago on all postal packets which are conveyed or delivered for conveyance by post under the authority of the Postmaster General such postage and other sums as may be fixed in manner provided by this Act.

President may  
fix rate of  
postage.

6. (1) Subject to any arrangement with the Government or Postal Administration of any other country, the President may, by Regulation, fix the rates of postage or other sums to be charged in respect of postal packets conveyed or delivered for conveyance by post under this Act, and regulate the scale of weights and the circumstances according to which such rates and sums are to be charged, and regulate the power of the Postmaster General, to remit any such rates or sums.

(2) Regulations under this section may fix special rates for postal packets consisting of books and papers impressed for the use of the blind, or paper posted to any person for the purpose of being so impressed or any articles specially adapted for the use of the blind, and may specify any special conditions and regulations in respect of the transmission by post of the packets.

(3) When an inland letter or packet is not prepaid or is insufficiently prepaid, the postage charged on the letter or packet shall, subject to any regulation of the President under this section, be double the amount, if the letter or packet is not prepaid, of the postage otherwise chargeable on it, and, if it is insufficiently prepaid, of the deficiency.

(4) Regulations under this section may also determine—

- (a) what circulars or what commercial, legal, and other similar documents; and
- (b) what marks or indications referring to the contents of a newspaper, when written or printed on the newspaper, or on the cover thereof,

shall not be charged with postage as letters.

(5) Regulations under this section may also make provisions respecting the re-direction of postal packets, and the transmission of postal packets so re-directed, either free of charge or subject to such postage as may be specified in the Regulations.

7. (1) Where the postage or any other sum chargeable on any postal packet is not prepaid by the sender or is insufficiently prepaid, the postage or sum, or the deficiency, as the case may be, shall be paid by the person to whom the postal packet is addressed (in this Act styled the addressee) on the delivery of the postal packet to him; or if the postal packet is refused, or the addressee is dead or cannot be found, by the sender.

Payment of postage by addressee or sender.

(2) Where the postage or any other sum chargeable on a postal packet has not been prepaid or has been insufficiently prepaid by the sender, and the addressee on receiving the packet and paying the postage or other sum, or the deficiency, as the case may be, desires to reject it, and to compel the sender to pay the postage or other sum, or the deficiency, as the case may be, the Postmaster General, on the application of the addressee, and subject to regulations made by the President, may charge the postage or other sum, or the deficiency, as the case may be, to the sender, with the additional postage of returning the packet to him, and in every such case the sender of the postal packet shall pay the postage or other sum chargeable on sending the packet, or the deficiency, as the case may be, and also the postage of returning the packet, and on the payment thereof by the sender the amount paid in respect of postage by the addressee shall be repaid to him by the Postmaster General.

Recovery from the sender of postage paid by addressee.

(3) Nothing in this section shall release the addressee from

his liability to pay the postage or other sum chargeable on a packet or any deficiency thereon on the delivery thereof to him.

President may carry into effect postal arrangements with foreign countries.

8. Where an arrangement binding on the Government of Trinidad and Tobago has been or hereafter shall be made with the Government of any other country or by the Postmaster General with any other postal administration with respect to the conveyance by post of any postal packet, the President may make such regulations as may be deemed necessary for carrying the arrangement into effect, and may make provision as to the charges for the transit of postal packets, single or in bulk, and the scale of weights to be adopted and the accounting for and paying over to any other postal administration of any money received by the Postmaster General.

Postage on petitions and addresses to the President.

9. Petitions and addresses forwarded to the President by post shall be exempt from postage.

Letters to or from public offices or departments or public bodies on public business. [136/1976].

10. (1) All letters transmitted by post from any public office or department or, with the sanction of the President, by any public body shall be exempt from postage. However, every such letter shall be on the public business of the office, department, or body from which it was forwarded, and shall be superscribed with the words "On Trinidad and Tobago Government Service" and shall bear legibly inscribed on the bottom left hand corner of the envelope the designation of the office, department, or body, or the official title of the sender.

(2) The President may by Notification exempt from postage letters transmitted to any public office or department or public body. However, every such letter shall be on the public business of the office, department or body to which it is addressed, and shall bear legibly inscribed on the bottom left hand corner of the envelope the name and address of the sender.

Recovery of postage.

Ch. 8:02.

11. All postage and other sums payable under this Act in respect of postal packets may be recovered by action in the name of the Attorney General in the manner provided in the State Liability and Proceedings Act; but where the amount payable does not exceed two hundred and fifty dollars the amount may be recovered by suit in a Petty Civil Court in the name of the Postmaster General.

Prima facie evidence as to sender.

12. In any proceeding for the recovery of postage or other sums in respect of postal packets the person from whom any postal

packet in respect of which any such postage or sum is sought to be recovered purports to have come shall, until the contrary is proved, be deemed to be the sender of the packet.

13. (1) The Postmaster General may grant licences to use postal franking machines in Trinidad and Tobago on such terms and conditions (including the payment of fees) as may be set out in the licence.

Licence to use postal franking machines.

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

(3) Any person using a postal franking machine without having a licence in force is liable on summary conviction to a fine of four thousand dollars, and in case of a continuing offence to a further fine of one thousand dollars for each day during which the offence continues.

14. (1) The Postmaster General may, with the approval of the Minister, grant a licence to any person to deal in stamps at a house, shop or place specified in the licence on such terms and conditions as the Postmaster General may set out in the licence.

Licence to deal in stamps. [2 of 1962].

(2) A licence to a person to deal in stamps shall, in addition to the terms and conditions set out in the licence by the Postmaster General, be issued subject to the following conditions:

- (a) the dealer shall not offer for sale in any case any stamps not obtained by him directly from the Postmaster General;
- (b) the dealer shall not sell or offer for sale any stamp that is imperfect, or that has been torn or cut;
- (c) the dealer shall not sell or offer for sale any stamp that has been affixed to any instrument or that, being an adhesive stamp, has been affixed to any material.

(3) The Postmaster General may at any time with the approval of the Minister revoke a licence.

(4) The Postmaster General and any of his clerks by his order, and the Auditor General and any clerk of the Auditor General with his authority, may at any time enter the house, shop or place specified in the licence and inspect the stock of stamps.

(5) The Postmaster General may authorise a person licensed to deal in stamps to sell any forms and other materials

bearing impressed or embossed stamps as the Postmaster General may from time to time deem convenient.

(6) A person licensed to deal in stamps shall have his full name, together with the words "Licensed to sell stamps", visibly and legibly painted and shall keep them so painted in letters not less than one inch in length, on some conspicuous place on the outside of the front of every house, shop or place in or at which he is licensed to deal in stamps, and for every neglect or omission to do so, he incurs a penalty of one hundred and fifty dollars, recoverable on summary conviction.

Unauthorised  
dealing in  
stamps.  
[2 of 1962].

15. (1) Any person who—

- (a) is not licensed to deal in stamps and who deals in stamps in any manner; or
- (b) is licensed to deal in stamps and who deals in stamps in any manner at any house, shop or place not specified in his licence,

for every such offence incurs a penalty of three hundred dollars recoverable on summary conviction.

(2) If any person not duly licensed to deal in stamps has, or puts upon his premises either in the inside or on the outside of the premises, or upon any board or any material whatever exposed to public view, and whether the same be affixed to his premises or not, any letters importing or intending to import that he deals in stamps or is licensed to do so, he incurs a penalty of one hundred and fifty dollars recoverable on summary conviction.

Determination  
of licence.  
[2 of 1962].

16. If the licence of any person to deal in stamps expires or is revoked, or if any person licensed to deal in stamps dies or becomes bankrupt, and any such person at the expiration or revocation of his licence, or at the time of his death, or bankruptcy, has in his possession any stamps, such person or his executor or administrator, or the receiver or trustee under his bankruptcy, may, within six months after the expiration or revocation of his licence, or after the death or bankruptcy, as the case may be, return the stamps to the Postmaster General.

Commission.  
[2 of 1962].

17. The President may fix the commission on the sale of stamps that shall be paid to a person licensed to deal in stamps.

## CONDITIONS OF TRANSIT OF POSTAL PACKETS

18. (1) All postal packets shall be posted, forwarded, conveyed and delivered subject to such provisions, conditions, prohibitions and restrictions respecting the time and mode of posting and delivery, and of the payment of postage and other sums in respect thereof chargeable under this Act and respecting the registration and insurance of, and giving receipt for, and giving and obtaining certificates of posting and delivery of, any postal packet, and the sums to be paid in addition to any other postage for that registration, insurance, receipt or certificate, and respecting stamps, covers, form, dimensions, maximum weight, enclosures, the use of packets (other than letters) for making communications, and otherwise, as may be directed by regulations made by the President.

Regulations as to postal packets.

(2) Regulations made as mentioned above may—

- (a) provide for the disposal of postal packets in course of transmission by post in cases where the Postmaster General is satisfied that the addressee of a packet is dead; and
- (b) prescribe the extent to which written matter may be permitted on the covers of postal packets and the character of the written matter to be so permitted.

(3) The Postmaster General, with the consent of the President, may, either generally or in the case of any particular person, authorise—

- (a) letters or other postal packets to be sent, conveyed and delivered otherwise than by post; and
- (b) the collection otherwise than by an officer of the Post Office of any letters or other postal packets, whether to be so sent or to be sent by post;

Power to authorise collection and delivery of postal packets otherwise than by post.

but the authority shall be subject in every case to such provisions, conditions, prohibitions and restrictions as are specified in regulations made under this Act.

19. (1) Any cash on delivery service established by the Postmaster General shall be conducted in accordance with such provisions as may be contained in any regulations made by the President.

Cash on delivery service.

(2) The regulations made for the purpose of this section may prescribe the terms on which and the conditions subject to which a cash on delivery packet may be posted, conveyed and

delivered and, in particular, may—

- (a) authorise the Postmaster General to withhold delivery of such a packet until the sums payable in respect of it have been paid; and
- (b) provide for the remission to the senders of such packets, by means of money orders, of the sums payable to them in respect of the packets.

(3) Where a cash on delivery packet is delivered in Trinidad and Tobago without the sums payable in respect of it having been paid, the Postmaster General may by notice in writing require the addressee of the packet within the time specified in the notice either to pay the amounts stated or to redeliver the packet intact to the Postmaster General and, if the addressee fails to comply with the notice, the Postmaster General shall be entitled to recover the amounts as a debt due to him from the addressee.

Postmaster General not liable for loss or damage.  
Ch. 8:02.

20. Subject to section 12 of the State Liability and Proceedings Act, nothing contained in or done under or in pursuance of this Act shall render the Postmaster General or any of his officers or servants liable, either personally or in their official capacity, to any action or other legal proceeding in respect of or in consequence of any loss or damage to or delay in delivery or the mis-sending of any postal packet without fraud or wilful misbehaviour on the part of any such officer or servant, notwithstanding that the packet has been registered or insured.

Further limitations as to effect of insurance.

21. Subject to this Act, the insurance of any postal packet shall be deemed to be an insurance against loss, and not against damage due to faulty, insecure or insufficient packing.

Despatch and delivery of book packets, etc.

22. Where the despatch or delivery from a post office of letters would be delayed by the despatch or delivery therefrom at the same time of parcels, book packets, pattern or sample packets, and post cards, or any of them, those parcels, packets or cards, or any of them, may, subject and according to Post Office Regulations, be detained in the post office until any subsequent despatch or delivery.

Regulations for preventing sending by post indecent articles, etc.

23. The President may make regulations for preventing the sending or delivery by post of indecent or obscene prints, paintings, photographs, lithographs, engravings, photographic or cinematograph films, books or cards, or of other indecent or obscene articles, or of letters, newspapers, supplements, publications, packets, or post cards having on them or on the covers any

words, marks or designs which are grossly offensive, or of an indecent, obscene or libellous character.

24. If any postal packet is posted or sent by post in contravention of this Act the transmission of the postal packet may be refused, and the packet may, if necessary, be detained and opened in the Post Office, and shall be either returned to the sender or forwarded to its destination, in either case charged with such additional postage or without any additional charge as any Regulations made under this Act may direct, or may be destroyed or otherwise disposed of as the Postmaster General may direct.

Dealing with postal packets not sent in conformity with Act.

25. If any question arises whether any postal packet is a letter or any other description of postal packet within the meaning of this Act or any regulation made under this Act, the decision of the Postmaster General shall be final, save that the President may, if he thinks fit, on the application of any person interested, review or modify the decision and order accordingly.

Decision as to nature of postal packets.

#### MONEY ORDERS AND POSTAL ORDERS

26. (1) The President may make such regulations for facilitating the transmitting of money through the Post Office by means of money orders from and to such parts of Trinidad and Tobago and from and to places outside Trinidad and Tobago as the President may see fit, and for the regulating of money orders to be granted or issued and the payment of them, and the persons by or to whom they shall be paid, and the time at which and the mode in which they shall be paid.

Money orders.

(2) The Postmaster General is hereby authorised to demand and receive for the use of the State in respect of such money or money orders such rates of poundage as may be fixed by regulation.

(3) Subject to the regulations, the President may order the repayment from public funds of the amount of any money order to the person to whom the order is issued or to his executors or administrators, whether the money order remains in the possession of that person or not; and upon that repayment all liability on the part of the Postmaster General or of any officer of the Post Office or the Government in respect of the money order shall, as against the payee of the money order and the holder of it and every other person, absolutely cease.

Power to refund amount of money orders.

Postal orders.

27. (1) Subject to the regulations to be made under this section, the Postmaster General, with the consent of the President, may, for the purpose of the transmission of small sums through the Post Office, authorise his officers or any of them to issue postal orders payable within Trinidad and Tobago only.

Regulations.

(2) The President may make regulations with regard to postal orders—

- (a) fixing the amounts for which the orders may be issued and the poundage payable in respect of them;
- (b) specifying the places at which the orders may be issued and paid;
- (c) providing for the making up of amounts for which orders are not issued by the affixing of postage stamps to the orders;
- (d) prescribing the form of the orders; and
- (e) generally, for regulating and controlling the issue and payment of the orders.

Agreement  
with United  
Kingdom Post  
Office as to  
postal orders.

28. (1) The Postmaster General may enter into an agreement with the Postmaster General of the United Kingdom under which, subject to the conditions set forth in the agreement, British postal orders (that is to say, orders of the same pattern as those used in the Inland service of the United Kingdom) may be issued and paid in the Post Offices of Trinidad and Tobago.

Regulations.

(2) The President may make regulations as to the issue and payment of postal orders mentioned in this section, and as to the persons by or to whom they shall be paid, and the time at which and the mode in which they shall be paid, and the rates of poundage to be demanded and received.

No action  
against  
Postmaster  
General or  
officer of Post  
Office.

29. No action or other legal proceeding shall be instituted against the Postmaster General, or against any officer of the Post Office, or any other person, in respect of any compliance with the provisions of this Act with respect to money orders or postal orders, or for or by reason or in consequence of the payment of any of those money orders or postal orders being refused or delayed, or by or on account of any accidental neglect, omission, or mistake by or on the part of any officer of the Post Office, or for any other cause whatever, without fraud or wilful misbehaviour on the part of any officer of the Post Office.

**30.** Any banker or corporation or company acting as bankers in Trinidad and Tobago who, in collecting in that capacity for any principal, has received payment or been allowed by the Postmaster General in account in respect of any postal order, or of any document purporting to be a postal order, shall not incur liability to anyone except that principal by reason of having received the payment or allowance, or having held or presented the order or document for payment; but this section shall not relieve any principal for whom any such order or document has been so held or presented of any liability in respect of his possession of the order or document or of the proceeds thereof.

Liability of bankers in respect of postal orders.

#### APPLICATION OF THE CUSTOMS LAWS

**31.** Subject to any exceptions and modifications made by Regulations under section 32 the customs laws shall apply to goods contained in foreign postal packets in the same 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 customs laws, and goods may be examined, seized and forfeited, and the officers examining and seizing them shall be protected and legal proceedings in relation to the matters mentioned above may be taken accordingly under the customs laws.

Application of customs enactments to goods received into or despatched from Trinidad and Tobago in postal packets.

**32. (1)(a)** The President may make regulations for the purpose of modifying or excepting the application of any of the customs laws to foreign postal packets, and for the purpose of securing in the case of such packets the observance of the customs laws, and for enabling the officers of the Post Office to perform, for the purpose of the customs laws and otherwise, all or any of the duties of the importer and exporter, and for carrying into effect any arrangement with the Government or Postal Administration of any other country with reference to the packets, and for punishing any contravention of the customs laws or of the Regulations made under this section.

Regulations may be made for the purpose aforesaid. [13 of 1963].

(b) Regulations made under paragraph (a) may make special provision in relation to chargeable goods mentioned in Part II of the First Schedule to the Purchase, Sweepstake and Departure Taxes Act and to tax chargeable by virtue of an importation.

Ch. 77:01.

(2) Without prejudice to the generality of the power to make regulations contained in subsection (1), the President may by regulations made under that subsection prescribe what descriptions of postal packets may or may not contain goods or other articles of any description whatever and the conditions under which they may contain such goods or articles.

(3) The Postmaster General shall have the same right of recovering any sum paid in pursuance of the customs laws or otherwise under the Regulations in respect of any foreign postal packet as he would have if the sum so paid were a rate of postage.

(4) A contravention of the Regulations made under this section shall be deemed to be a contravention of the customs laws, and shall involve accordingly the like punishment of persons guilty thereof and the like forfeiture of goods.

Goods  
contained in  
postal packet  
contrary to law.

**33.** (1) Any officer of the Post Office may detain any incoming foreign postal packet which he suspects of containing goods prohibited to be conveyed in the packet, or of containing any letter, printed matter, document or other article whatever, the conveyance of which by post or the importation of which is prohibited or restricted by law, and deliver the packet to the proper officer of Customs and Excise, who may open and examine the packet in the presence of the person to whom the packet is addressed (or of his accredited representative) or in the absence of such person, if, after notice in writing from the officer requiring the attendance of such person left at or forwarded by post to the address on the packet, if any, he or his accredited representative fails to attend.

(2) If the officer of Customs and Excise finds any goods therein, or any letter, printed matter, document or other article whatever being conveyed by post, or imported contrary to any lawful prohibition or restriction, he may detain the packet and deal with it and its contents as goods imported contrary to the customs laws; but if he finds no such goods, letter, printed matter, document or other article, he shall either deliver the packet to the person to whom it is addressed or his accredited representative, upon his paying the postage or other sum, if any, chargeable on it or, if he is absent, forward the packet by post to the person to whom it is to be delivered.

## SHIP LETTERS

34. (1) The master of any vessel or aircraft which is about to depart from any port or place in Trinidad and Tobago, or his agent, shall give to the officer in charge of the Post Office at such port or place notice in writing, in such form as may be prescribed from time to time by the Postmaster General, of the intended time of departure and of the places of call and destination of the vessel or aircraft.

Duty of master or agent of outward bound vessel or aircraft with respect to mail. [25 of 1957].

(2) The notice referred to in subsection (1) shall, in case the destination of the vessel or aircraft is any place outside Trinidad and Tobago, be given not less than twenty-four hours and, in case the destination is any place within Trinidad and Tobago, not less than three hours, before the intended time of departure, so that the period of twenty-four hours or three hours, as the case may be, shall expire between the hours of eight o'clock in the forenoon and six o'clock in the afternoon; but a shorter notice may be allowed by the Postmaster General or the officer in charge of the Post Office at the port or place of departure in any case or special class of cases.

(3) Where there has been any change in the intended time of departure or in the places of call or destination of the vessel or aircraft as notified under subsection (1), the master of the vessel or aircraft, or his agent, shall forthwith give notice of the change to the officer in charge of the Post Office in writing in such form as may be prescribed from time to time by the Postmaster General; but it shall not be necessary to give the notice required by this subsection where the only change is a postponement of the time of departure by not more than twenty-four hours.

(4) Where the Postmaster General or officer in charge of the Post Office, at any port or place in Trinidad and Tobago at which any vessel or aircraft happens to be, notified the master of the vessel or aircraft, or his agent, that it is his intention to despatch mail by the vessel or aircraft, the vessel or aircraft shall not depart until the master has received on board any mail bag tendered to him by an officer of the Post Office; but the provisions of this subsection shall not apply unless the mail bag has been tendered at least one hour before the time notified as being the hour of departure of the vessel or aircraft.

(5) The master of any vessel or aircraft shall issue a receipt in such form as the Postmaster General may require for any mail bag tendered to him under the provisions of subsection (4) and

shall without delay deliver the mail bag at the port or place to which it is consigned.

Ch. 32 No. 2.  
(1950 Ed.).

(6) Notwithstanding any provision of the Customs Ordinance to the contrary, no outward bound vessel or aircraft shall depart from any port or place in Trinidad and Tobago until the master or his agent has delivered to the proper Officer of Customs a written declaration, in such form as may be prescribed by the Postmaster General, showing that the requirements of this section have been complied with.

(7) Notwithstanding any provision of the Customs Ordinance to the contrary, the proper Officer of Customs shall not allow any outward bound vessel or aircraft to be cleared if he has reasonable grounds for believing that any of the requirements of this section have not been complied with.

(8) Any person who knowingly gives any false notice or makes any false declaration for the purposes of this section is liable on summary conviction to a fine of two thousand dollars.

(9) In the event of any failure to comply with subsection (1), subsection (4), subsection (5) or subsection (6), proceedings may be taken against either the master or agent of the vessel or aircraft, at the election of the Postmaster General, and the master or agent, as the case may be, shall in respect of the failure be liable on summary conviction to a fine of two thousand dollars; and for any failure to comply with subsection (3), the master or the agent, at the election of the Postmaster General, is liable on summary conviction to a fine of four hundred dollars; but the commencement of proceedings against any person by virtue of this subsection shall be a bar to proceedings against any other person in respect of the same matter.

(10) Where owing to circumstances beyond the control of both the master and the agent of the vessel or aircraft (the proof of which shall be on the person charged) it is impracticable for any provision of this section to be complied with, the vessel or aircraft shall be exempt from such provisions.

(11) Subject to subsection (12), the preceding provisions of this section shall apply only in respect of any vessel or aircraft—

- (a) used for the conveyance of mail bags pursuant to contract or continuing arrangement; or
- (b) normally used for the conveyance of mail bags, the disproof of which use shall lie on the master or agent of the vessel or aircraft.

(12) Whenever the Postmaster General considers that for the purposes of this section an emergency exists he may publish a notice to that effect in the *Gazette* and in at least one of the newspapers circulating in Trinidad and Tobago and as from the day after the publication of the notice subsections (1) to (10) shall have effect in relation to all vessels and aircraft not mentioned in subsection (11) or to such classes thereof as shall be stipulated by the Postmaster General in the notice referred to in this subsection.

(13) In this section, the expression "master of an aircraft" includes the pilot or other person in charge of an aircraft; and the terms "agent" and "proper Officer of Customs" have respectively the same meanings as in the Customs Ordinance.

Ch. 32 No. 2.  
(1950 Ed.).

35. (1) Every master of a vessel inward bound and every pilot or other person in charge of an aircraft inward bound shall collect all postal packets on board his vessel or aircraft being within the exclusive privilege of the Postmaster General, and not being letters by this Act defined as shipowners' letters, and enclose them in some bag or other covering, sealed with his seal, and addressed to the Postmaster General, and without delay deliver those packets together with any mail bags consigned to Trinidad and Tobago to the proper officer of the Post Office demanding them or, if no demand is made by that officer, then at the Post Office with which he can first communicate.

Duty of master of inward bound vessel or aircraft as respects postal packets and mail bags. [25 of 1957].

(2) Where there are on board any such vessel or aircraft any postal packets or mail bags required to be delivered as mentioned above, the master of the vessel or the pilot or other person in charge of the aircraft shall, at the port or place where the vessel or aircraft reports, sign, in the presence of the proper officer of the Post Office or other person authorised by the Postmaster General, a declaration of compliance with this Act (in such form as may be prescribed by the Postmaster General), and shall not break bulk or make entry of any part of her cargo in any port or place until he has complied with this section. The declaration shall also be signed by the person in whose presence it is made.

(3) If the master of a vessel or the pilot or other person in charge of an aircraft does not duly deliver any postal packets or mail bags in accordance with this section, he shall forfeit eight thousand dollars.

(4) If the master of a vessel or the pilot or other person in charge of an aircraft refuses or wilfully neglects to make the

declaration required by this section, he shall forfeit two thousand dollars.

(5) Any master of a vessel or pilot or other person in charge of an aircraft who breaks bulk or makes entry before the postal packets and mail bags on board his vessel or aircraft have been delivered in accordance with this section, is liable, on summary conviction, to a fine of one thousand dollars.

Penalty for  
master of vessel  
opening mail  
bag.

**36.** (1) Any master of a vessel or pilot or other person in charge of an aircraft who—

(a) opens a sealed mail bag with which he is entrusted for conveyance; or

(b) takes out of a mail bag with which he is entrusted for conveyance any postal packet or other thing,

shall forfeit eight thousand dollars.

(2) Any person to whom postal packets have been entrusted by the master of a vessel or the pilot or other person in charge of an aircraft to deliver to the Post Office who breaks the seal, or in any manner wilfully opens them, is liable on summary conviction to a fine of one thousand dollars.

Duties of  
officers of  
Customs and  
Excise as to  
delivery of  
letters by  
masters of  
vessels.

**37.** An officer of Customs and Excise shall not allow any inward-bound vessel or aircraft to report until the declaration required by this Act with respect to postal packets has been made and produced to him, and may refuse to permit bulk to be broken on board such a vessel or aircraft or entry to be made of any part of her cargo until the postal packets on board the vessel or aircraft have been delivered as required by this Act, and may search every such vessel or aircraft for postal packets within the exclusive privilege of the Postmaster General, and may seize the same and forward them to the nearest Post Office.

Shipowners'  
letters.

**38.** (1) The following letters (in this Act referred to as shipowners' letters), that is to say, letters of the owners, charterers or consignees of vessels or aircraft inward bound, and of the owners, consignees or shippers of goods on board those vessels or aircraft, when complying with the conditions mentioned below, shall—

(a) if required to be delivered at the port or place of the vessel's or aircraft's arrival, be delivered to the owners, charterers, consignees or shippers by the master of the vessel or the pilot or other person in charge of the aircraft free of inland postage, and the persons to

whom they are to be delivered are entitled to the delivery thereof before the delivery of the other letters to the Post Office; and

(b) if delivered elsewhere in Trinidad and Tobago, be delivered by post on payment of inland postage only.

(2)(a) The owner, charterer or consignee shall be described as such on the address and superscription.

(b) In the case of owners, shippers or consignees of goods, it shall also appear by the ship's manifest or by the manifest and declaration of the aircraft that they have goods on board the vessel or aircraft.

(3) Any person who with intent to evade any postage falsely superscribes a letter as being the owner or charterer or consignee of the vessel or aircraft conveying the letter, or as the owner or the shipper or the consignee of goods shipped on to the vessel or aircraft, is for each offence liable on summary conviction to a fine of four hundred dollars.

**39.** The Postmaster General may with the approval of the President provide for the allowance to owners or masters of vessels or owners or persons in charge of aircraft in respect of postal packets, or any description thereof, conveyed by them on behalf of the Post Office, and also to pilots, crew and others in respect of postal packets, or any description thereof, brought by them to any post office from any vessels or aircraft, of such gratuities under such conditions and restrictions as he may, from time to time, think fit.

Gratuities to masters of vessels.

**40.** If any person being either the master of a vessel inward bound or the pilot or other person in charge of an aircraft inward bound or one of the officers or crew of such a vessel or aircraft, or a passenger thereof, knowingly has in his baggage or in his possession or custody any postal packet not exempted from the privilege of the Postmaster General, after the master of the vessel or the pilot or other person in charge of the aircraft has sent any part of the postal packets on board to the Post Office, he is for every such packet liable on summary conviction to a fine of two hundred dollars; and, if he detains any such packet after demand made, either by an officer of Customs and Excise or by any person authorised by the Postmaster General to demand the postal packets on board the vessel or aircraft, he is for every postal packet liable on summary conviction to a fine of four hundred dollars.

Retention of ship letters after delivery of letters to Post Office.

## POSTMASTER GENERAL AND OFFICERS

Officers of the  
Post Office.

**41. (1)** There shall be in the public service a Postmaster General for Trinidad and Tobago and such number of Postmasters and subordinate officers as may be necessary for the purposes of this Act.

(2) Upon and by virtue of the appointment of any person to be Postmaster General of Trinidad and Tobago, the benefit of all contracts, bonds, securities, and things in action, vested in his predecessor, at the time of the predecessor ceasing to hold office, shall be transferred to, and vested in, and enure for the benefit of, the person so appointed, in the same manner as if he had been contracted with instead of his predecessor and as if his name had been inserted in all such contracts, bonds and securities instead of the name of his predecessor.

(3) Any act authorised or required to be done by, to, or before the Postmaster General may be done by, to, or before any Postmaster or other officer appointed by the Postmaster General to do such act.

Execution of  
instruments.

**42.** Any instrument purporting to be executed by or on behalf of the Postmaster General for the United Kingdom shall, until the contrary is proved, be deemed to have been so executed without proof of the official character of the person appearing to have executed the same.

Postmaster  
General may  
make contracts.

**43.** The Postmaster General, with the approval of the President—

(a) may enter into any contract in writing for the conveyance of mails within Trinidad and Tobago, and he may also employ mail carriers for the conveyance of mails, or forward mails by any other mode of conveyance that he may deem best, and may appoint postmen for the delivery of postal packets at private houses in any town or village of Trinidad and Tobago; and

(b) may enter into any contract in writing for the conveyance of mails from Trinidad and Tobago to other places.

President may  
establish Post  
Offices.

**44. (1)** The President may establish posts and Post Offices as he thinks expedient.

Exclusive  
privilege of  
Postmaster  
General.

(2) The Postmaster General shall have the exclusive

privilege of conveying from one place to another in Trinidad and Tobago all letters, except in the following cases, and shall also within Trinidad and Tobago have the exclusive privilege of performing all the incidental services of receiving, collecting, sending, despatching and delivering all letters, except in the following cases:

- (a) letters sent by a private friend in his way, journey, or travel, so as those letters be delivered by that friend to the person 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 of merchants, owners of vessels or aircraft of merchandise, or the cargo or loading therein, sent by those vessels or aircraft of merchandise or by any person employed by those owners for the carriage of those letters, according to their respective directions, and delivered to the respective persons to whom they are directed, without paying or receiving hire or reward, advantage or profit for the same in any way;
- (e) 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 profit or advantage for receiving or delivering those letters.

(3) Nothing herein contained shall authorise any person to make a collection of those excepted letters for purpose of sending them in the manner hereby authorised.

Special prohibitions.

(4) Subject as above mentioned, the following persons are expressly forbidden to carry a letter, or to receive or collect or deliver a letter, although they do not receive hire or reward for it:

Persons prohibited from receiving, collecting, or delivering letters.

- (a) common known carriers, their servants or agents, except a letter concerning goods in their vehicles or on their animals, and owners, drivers, or guards of public conveyances;
- (b) owners, or pilots or other persons in charge of aircraft, or owners, masters or commanders of vessels sailing or passing coastwise or otherwise between ports or places within Trinidad and Tobago, or their

servants or agents, except in respect of letters of merchants, owners of vessels, aircraft, or goods on board;

(c) passengers or other persons on board any such vessel or aircraft.

Offences.

(5) Any person not authorised by or in pursuance of this Act who does any of the following things, namely, sends or causes to be sent, or tenders or delivers in order to be sent, or conveys, or performs any service incidental to conveying, otherwise than by post, any letter not excepted from the exclusive privilege of the Postmaster General, or makes a collection of those excepted letters for the purpose of conveying or sending them either by post or otherwise, is liable on summary conviction to a fine of two hundred dollars for every letter.

(6) Any person who is in the practice of doing any of the said things shall forfeit four thousand dollars for every week during which the practice is continued, in addition to any fine to which he may be liable under subsection (5).

Post.

(7) The expression "post" in this section includes all post communications by land, water or air (except by outward bound vessels or aircraft not being employed by or under the Post Office or the Defence Force to carry postal packets); and the above penalties and forfeitures shall be incurred whether the letter is sent singly or with anything else, or the incidental service is performed with respect to a letter either sent or to be sent singly or together with some other letter or thing; and in any proceeding for the recovery of any such penalty or forfeiture it shall lie upon the person proceeded against to prove that the act in respect of which the penalty or forfeiture is alleged to have been incurred was done in conformity with this Act.

(8) For the purposes of this section, the expression "letter" includes packet.

Exemption  
from stamp  
duty.

45. Every deed, instrument, money order, bill, cheque, receipt or other document, made or executed for the purpose of the Post Office by, to, or with, the State or any officer of the 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 the Postmaster General, and except so far as any future Act specifically charges the duty.

46. (1) Where an officer of the Post Office vacates his office (whether by reason of dismissal, resignation, death or otherwise) he or, if he is dead, his personal representative or the person acting as his personal representative, shall deliver to such superior officer of the Post Office as may for the time being be directed by or in pursuance of any regulations made under this Act, all articles (whether uniform, accoutrements, appointments or other necessaries) which had been issued to the said officer vacating his office for the execution of his duty, and are not, under such regulations, the property of such officer, and shall deliver the same, at the time and place fixed by the superior officer to whom they are to be delivered, in good order and condition, fair wear and tear only excepted.

Surrender of clothing by officer of Post Office on ceasing to be officer.

(2) Any person who fails to comply with the provisions of this section is liable on summary conviction to a fine of one hundred dollars, and also such further sum not exceeding one hundred dollars as the court may determine to be the value of the articles not delivered; or, if the same have been delivered, but not in good order and condition, of the damage done to such articles.

Penalty.

(3) Any Magistrate or Justice may issue a warrant by virtue of which a constable may search for and seize any articles not delivered as required by this section, in like manner in all respects as if they were stolen goods and the warrant were a warrant to search for stolen goods.

Warrant to seize clothing.

### POST OFFICE OFFENCES

47. Any person who, within Trinidad and Tobago or its territorial waters, unlawfully takes away or opens a mail bag sent by any vessel, vehicle or aircraft employed by or under the Post Office for the transmission of postal packets under contract, or unlawfully takes a postal packet in course of transmission by post out of a mail bag so sent, is liable to imprisonment for four years.

Unlawfully taking away or opening mail bag sent by vessel employed under Post Office.

48. Any person who fraudulently retains, or wilfully secretes or keeps, or detains, or, when required by an officer of the Post Office, neglects or refuses to deliver up—

Fraudulent retention of mail bag or postal packet.

- (a) any postal packet which is in course of transmission by post and which ought to have been delivered to any other person; or
- (b) any postal packet in course of transmission by post

or any mail bag which has been found by him or by any other person,  
is liable to a fine of four thousand dollars and to imprisonment for two years.

Criminal diversion of letters from addressee.

**49.** (1) Any person not in the employment of the Postmaster General who wilfully and maliciously with intent to injure any other person, either opens or causes to be opened any letter which ought to have been delivered to that other person, or does any act or thing whereby the due delivery of the letter to that other person is prevented or impeded, is liable on summary conviction to a fine of two thousand dollars or to imprisonment for six months.

(2) Nothing in this section shall apply to a person who does any act to which this section applies where he is parent, or in the position of parent or guardian, of the person to whom the letter is addressed.

(3) A prosecution shall not be instituted in pursuance of this section except by the direction or with the consent of the Postmaster General.

(4) A letter in this section means a postal packet in course of transmission by post and any other letter which has been delivered by post.

Destruction, etc., by officers of Post Office of postal packet.

**50.** Any officer of the Post Office who, for any purposes whatever, secretes or destroys a postal packet in course of transmission by post, is liable to imprisonment for three years or, if the postal packet contains any chattel or money or valuable security, to imprisonment for five years.

Opening or delaying postal packets.

**51.** (1) Any officer of the Post Office who, contrary to his duty, opens or procures or suffers to be opened any postal packet in course of transmission by post, or wilfully detains or delays, or procures or suffers to be detained or delayed, any such postal packet, is liable to a fine of four thousand dollars and to imprisonment for two years.

(2) Nothing in this section shall extend to the opening, detaining, or delaying of a postal packet returned for want of a true direction, or returned by reason that the person to whom it is directed is dead or cannot be found, or has refused it, or has refused or neglected to pay the postage, or to the opening or detaining or delaying or disposal of a postal packet under the

authority of this Act, or in obedience to an express warrant in writing under the hand of the President, which warrant the President is hereby authorised to issue, but subject to such directions as he may give as to the disposal of the postal packet.

**52.** Any person employed to convey or deliver a mail bag or postal packet in course of transmission by post, or to perform any other duty in respect of such a mail bag or postal packet, who—

- (a) without authority whilst so employed or, whilst the mail bag or postal packet is in his custody or possession, leaves it, or suffers any person, not being the guard or person employed for that purpose, to ride in the place appointed for the guard in or upon any vehicle used for the conveyance of it, or to ride in or upon a vehicle so used and not licensed to carry passengers, or upon a horse used for the conveyance on horse-back of it;
- (b) is guilty of any act of drunkenness whilst so employed;
- (c) is guilty of carelessness, negligence, or other misconduct, whereby the safety of the mail bag or postal packet is endangered;
- (d) without lawful authority collects or receives or conveys or delivers a postal packet otherwise than in the ordinary course of post;
- (e) gives any false information of an assault or attempt at robbery upon him; or
- (f) loiters on the road or passage, or wilfully mis-spends his time so as to retard the progress or delay the arrival of a mail bag or postal packet in the course of transmission by post, or does not use due care and diligence safely to convey a mail bag or postal packet at the due rate of speed,

is liable on summary conviction to a fine of one thousand dollars.

**53. (1)** Any officer of the Post Office who grants or issues any money order or any postal order with a fraudulent intent is liable to imprisonment for three years.

(2) If any officer of the Post Office re-issues a money order or a postal order previously paid, he shall be deemed to have issued the order with a fraudulent intent under this section.

Carelessness, negligence, or misconduct of persons employed in carrying or delivering mail bags, postal packets, etc.

Issuing money or postal orders with fraudulent intent.

Forgery and stealing of money or postal order.

**54.** (1) A money order or a postal order shall be deemed to be an order for the payment of money and a valuable security within the meaning of this Act and of any law relating to forgery or stealing which is for the time being in force in Trinidad and Tobago.

Fraudulent alteration amounts to offence.

(2) Any person who, with intent to defraud, obliterates, adds to, or alters any such lines or words on a money order or postal order as would, in the case of a cheque, be a crossing of that cheque, or knowingly utters, offers, or disposes of any money order or postal order with such fraudulent obliteration, addition, or alteration, shall be guilty of an offence and liable to the like punishment as if the order were a cheque.

Punishment of offences in relation to postal orders, and the poundage thereon.

**55.** The law respecting the punishment of offences connected with stamp duties (including the provisions relating to paper and implements used in the manufacture of that paper, and to the punishing of fraud) shall apply in like manner as if any poundage or commission chargeable for a money or postal order were stamp duty, and as if the paper used for money orders or postal orders were paper provided by the Comptroller of Accounts for receiving the impression of a die.

Placing injurious substances in or against letter boxes.

**56.** (1) A person shall not place or attempt to place in or against any Post Office letter box any fire, any match, any light, any explosive substance, any dangerous substance, any filth, any noxious or deleterious substance, or any fluid, or commit a nuisance in or against any Post Office letter box, or do or attempt to do anything likely to injure the box, appurtenances, or contents.

(2) Any person who acts in contravention of this section is liable on summary conviction to a fine of four hundred dollars and on conviction on indictment to imprisonment for twelve months.

Prohibition of affixing placards, notices, etc. on Post Office property.

**57.** (1) A person shall not, without due authority, affix or attempt to affix any placard, advertisement, notice, list, document, board or thing, in or on, or paint or tar, any Post Office, Post Office letter box or other property belonging to or used by or on behalf of the Postmaster General, or in any way disfigure any such office, box or other property.

(2) Any person who acts in contravention of this section is liable on summary conviction to a fine of one hundred dollars.

Prohibitions.

**58.** (1) A person shall not send or attempt to send or procure to be sent by post any postal packet—

- (a) consisting of or containing any indecent or obscene print, painting, photograph, lithograph, engraving, photographic or cinematograph film, book, card, or written communication, or any indecent or obscene article, whether similar to the above or not; Obscene prints, etc.
- (b) having in it or on the cover any words, marks, or designs which are grossly offensive or of an indecent or obscene character; or
- (c) consisting of or containing— Narcotics, explosives and dangerous or noxious articles.
- (i) opium, morphine, cocaine, and other narcotics, provided that the narcotics may be sent for medical or scientific purposes in insured boxes to countries which admit them when so sent;
  - (ii) any explosive substance;
  - (iii) any dangerous substance;
  - (iv) any filth;
  - (v) any noxious or deleterious substance;
  - (vi) any sharp instrument not properly protected;
  - (vii) any living animals, except bees, silk-worms and leeches packed in accordance with the Regulations;
  - (viii) any article or thing whatsoever which is likely to injure any other postal packet in course of conveyance or any receptacle in which the same is conveyed, or an officer of the Post Office or other person who may deal with the packet.

(2) Any person who acts in contravention of this section is liable on summary conviction to a fine of four hundred dollars and on conviction on indictment to imprisonment for twelve months, and the Court shall make such order as it thinks fit as to the disposal or destruction of any article the subject matter of a contravention.

(3) The detention in the Post Office of any postal packet on the ground of its being in contravention of this section shall not exempt the sender thereof from any proceedings which might have been taken if the same had been delivered in due course of post.

Imitation of stamps, envelopes, forms, and marks.

59. (1) A person shall not, without due authority—

- (a) make, issue, or send by post or otherwise any envelope, wrapper, card, form, or paper in imitation of one issued by or under the authority of the President or the Postmaster General or of any other postal administration, or having thereon any words, letters, or marks which signify or imply, or may reasonably lead the recipient to believe, that a postal packet bearing the same is sent on Trinidad and Tobago Government service;
- (b) make on any envelope, wrapper, card, form or paper for the purpose of being issued or sent by post or otherwise, or otherwise used, any mark in imitation of or similar to or purporting to be any stamp or mark of any Post Office under the Postmaster General, or under any other postal administration, or any words, letters or marks which signify or imply, or may reasonably lead the recipient thereof to believe, that a postal packet bearing the same is sent on Trinidad and Tobago Government service; or
- (c) issue or send by post or otherwise any envelope, wrapper, card, form or paper so marked.

(2) Any person who acts in contravention of this section is liable on summary conviction to a fine of one hundred dollars.

Fictitious stamps.

60. (1) A person shall not—

- (a) make, knowingly utter, deal in, or sell any fictitious stamp, or knowingly use for the purpose of the Post Office any fictitious stamp;
- (b) have in his possession, unless he shows a lawful excuse, any fictitious stamp; or
- (c) make or, unless he shows a lawful excuse, have in his possession any die, plate, instrument or materials for making any fictitious stamp.

(2) Any person who acts in contravention of this section is liable on summary conviction, on a prosecution by order of the Comptroller of Accounts, to a fine of one thousand dollars.

(3) Any stamp, die, plate, instrument or materials found in the possession of any person in contravention of this section may be seized and shall be forfeited.

(4) For the purposes of this section, the expression “ficti-

tious 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 purpose of the Post Office of Trinidad and Tobago or of any stamp for denoting a current rate of postage of any other country.

**61. Any person who fraudulently—**

- (a) gets off or removes, or causes to be gotten off or removed, from any letter, cover, paper or other substance or material any postage stamp or impression of a postal franking machine already used;
- (b) uses, joins, fixes or places with or upon any letter or cover or any paper or other substance any postage stamp or impression of a postal franking machine which has been already used;
- (c) counterfeits an international reply coupon or postal identity card; or
- (d) uses any counterfeit international reply coupon or postal identity card,

Fraudulently removing or using old stamps and counterfeiting international reply coupons and postal identity cards.

is liable on summary conviction to a fine of four hundred dollars.

**62. Any person who knowingly writes upon or marks the cover or the contents of any postal packet in any manner contrary to the Laws and Regulations relating to the Post Office is liable on summary conviction to a fine of four hundred dollars.**

Penalty for wrongfully writing on postal packets.

**63. (1) A person shall not, without authority from the Postmaster General, place or maintain in or on any house, wall, door, window, box, post, pillar or other place belonging to him or under his control any of the words, letters or marks following, that is to say—**

Prohibition of false notice as to reception of letters.

- (a) the words "Post Office";
- (b) the words "Letter Box" accompanied with words, letters, or marks which signify or imply, or may reasonably lead the public to believe, that it is a Post Office letter box; or
- (c) any words, letters, or marks which signify or imply, or may reasonably lead the public to believe, that any house or place is a Post Office, or that any box is a Post Office letter box,

and every person, when required by a notice given by the Postmaster General to remove or efface any such words, letters or

marks as mentioned above, or to remove or effectually close up any letter box belonging to him or under his control which has been a Post Office letter box, shall comply with the request.

(2) Any person who acts in contravention of this section is liable on summary conviction to a fine of one hundred dollars and, if the offence is continued after a previous conviction, to a fine of ten dollars for every day during which the offence so continues.

Offences in Post Office, and obstruction of officers.

**64.** (1) Any person who wilfully molests or obstructs, or incites anyone to molest or obstruct, an officer of the Post Office in the execution of his duty, or who whilst in any Post Office or within any premises belonging to any Post Office or used therewith, obstructs the course of business of the Post Office, is liable on summary conviction to a fine of four hundred dollars and to imprisonment for one month.

Refusing to leave Post Office.

(2) Any officer of the Post Office may require any person guilty of an offence under this section to leave a Post Office or any such premises as mentioned above, and if the person refuses or fails to comply with the request, the person is liable to a further fine of two hundred dollars and may be removed by any officer of the Post Office, and all constables are required on demand to remove or assist in removing every such person.

Unlawfully entering Post Office.

**65.** Any person who, without being duly authorised to do so, enters any part of the Post Office reserved for the use of the officers and servants thereof and not intended to be open to the public is liable on summary conviction to a fine of two hundred dollars.

Endeavouring to procure commission of offence.

**66.** Any person who solicits or endeavours to procure any other person to commit an offence punishable on indictment under this Act is liable to imprisonment for two years.

#### LEGAL PROCEEDINGS

Recovery of forfeitures.  
Ch. 8:02.

**67.** (1) All forfeitures imposed by this Act may be recovered by the State in the same manner as provided by the State Liability and Proceedings Act.

(2) A proceeding in the High Court for the recovery of any forfeiture incurred by any person under this Act shall be commenced within one year after it was incurred.

**68.** All offences under this Act which are punishable on summary conviction may be prosecuted, and all penalties under this Act which are recoverable on summary conviction may be recovered, in the manner provided by the Summary Courts Act.

Summary procedure.

Ch. 4:20.

**69.** (1) In any indictment or legal proceedings for any offence committed or attempted to be committed, or any malicious, injurious or fraudulent act or thing done in, upon, or with respect to the Post Office or the Post Office revenue, or any mail bag, postal packet, money order, postal order, or any chattel, money, or valuable security, sent by post, or in any way concerning any property, under the management or control of the Postmaster General, it shall be sufficient to allege the property to belong to the Postmaster General, and to allege any such act or thing to have been done with intent to injure or defraud the Postmaster General, without in either case naming the person who is Postmaster General; and it shall not be necessary to allege or to prove upon the trial or otherwise that the mail bag, postal packet, money order, postal order, chattel, money, security or property was of any legal value.

Proceedings.

(2) In any indictment or legal proceedings against any officer of the Post Office for any offence committed against this Act, it shall be sufficient to allege that the alleged offender was an officer of the Post Office at the time of the committing of the offence, without stating further the nature or particulars of his employment.

(3) On the prosecution of any offence under this Act, whether on summary conviction or on indictment, evidence that any article is in the course of transmission by post, or has been accepted on behalf of the Postmaster General for transmission by post, shall be sufficient evidence that the article is a postal packet.

(4) Where the consent or order of the Postmaster General is required to or for any prosecution, an instrument purporting to be executed by an officer of the Post Office duly authorised in that behalf by or under this Act and stating that the prosecution has been consented to or ordered by the Postmaster General shall be sufficient evidence of that fact, unless the contrary is shown.

**70.** (1) References in this Act to a sum payable or recoverable or due in respect of a postal packet include references to—

Recovery of sums due in respect of postal packets.

(a) any customs duty or other charges payable in respect of the packet, whether to the State or to the govern-

ment of any country outside the Commonwealth;  
and

(b) any sums payable in respect of a cash on delivery packet.

(2) In any proceedings for the recovery of postage or other sums due in respect of postal packets, the production of the packet in respect of which any such postage or sum is sought to be recovered having thereon a stamp or other endorsement of the Post Office or any other postal administration denoting that the packet has been refused or rejected, or is unclaimed, or that the addressee was dead, or could not be found, shall be *prima facie* evidence of the fact denoted.

(3) The official mark of any sum on any postal packet as due in respect of that packet, whether the mark is the mark of the Post Office or of any other postal administration and whether the sum is marked as being due to the Postmaster General or otherwise, shall be *prima facie* evidence in any court of the liability of the packet to the sum so marked and the sum shall be recoverable in any court as postage due to the State.

(4) A certificate of the amount of any customs duty or other charges payable in respect of a postal packet, or of the amount of any sums payable in respect of a cash on delivery packet, being a certificate purporting to be signed by the Postmaster General shall, in any legal proceedings for the recovery of any such duty, charges or sums, be sufficient evidence of the facts stated therein unless the contrary is shown.

Application of  
fines.

**71.** All pecuniary penalties, forfeitures, fines and other sums recovered in respect of offences under this Act shall be paid into public funds.

Postmaster  
General may  
compound  
actions.

**72.** The Postmaster General may compromise and compound any legal proceeding which is commenced by his authority or under his control against any person for recovering any penalty or forfeiture incurred or alleged to be incurred under this Act, on such terms and conditions as the Postmaster General shall, in his absolute discretion, think proper, with full power for him to accept any penalty or forfeiture so incurred or alleged to be incurred, or any part thereof, without any legal proceeding for recovery thereof.

## SUPPLEMENTARY

73. (1) The President may make such regulations as he may think proper for carrying into effect the provisions of this Act for postal service within Trinidad and Tobago, and (subject to the provisions of any arrangement with the Government or Postal Administration of any other country) for postal service outside Trinidad and Tobago.

General power  
of President to  
make  
Regulations.

(2) Such regulations shall be subject to affirmative resolution of Parliament.

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## SUBSIDIARY LEGISLATION

117/1974.  
[25/1976].**POST OFFICE (BRITISH POSTAL ORDERS)  
(ISSUE AND POUNDAGE) REGULATIONS***made under section 27(2)*

Citation.

1. These Regulations may be cited as the Post Office (British Postal Orders) (Issue and Poundage) Regulations.

Denominations  
of British postal  
orders.

2. (1) British postal orders payable at all Post Offices in the United Kingdom and in the British Possessions indicated in the London Post Office Guide, shall be issued in Trinidad and Tobago in denomination of ten, twelve and one-half, fifteen, twenty, twenty-five, forty, fifty, sixty and seventy-five new pence and one pound and two pounds sterling.

(2) In this Regulation "the London Post Office Guide" means the Post Office Guide issued by the British Post Office under the direction of the Postmaster General of the United Kingdom.

Poundage  
payable on  
British postal  
orders.  
[25/1976].

3. (1) British postal orders shall be subject to charges for poundage which shall be calculated in the manner provided by this Regulation.

(2) Poundage charged from time to time in the United Kingdom with respect to the postal orders specified in the first column of the Table below shall be increased by the percentage respectively shown in the second column of the Table and the aggregate amount thereof rounded up to the nearest cent shall be payable.

TABLE

	<i>First Column</i>		<i>Second Column</i>
Orders valued at	10 new pence to		
	20 new pence	.. ..	20 per cent
" "	25 new pence to		
	50 new pence	.. ..	25 per cent
" "	60 new pence to		
	75 new pence	.. ..	37½ per cent
" "	£1 to £2	.. ..	50 per cent

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EIGHTH SCHEDULE.

NINTH SCHEDULE.

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## POST OFFICE REGULATIONS

\*G.8.12.38.

*made under section 73*

1. These Regulations may be cited as the Post Office Regulations. Citation.

2. In these Regulations— Interpretation.

“air mail packet” means an outgoing postal packet conveyed or intended to be conveyed through any part of its course in the post by an air mail service; [30/1953  
192/1957  
117/1971  
23/1972].

“air mail parcel” means a postal packet which is posted at a Post Office in Trinidad and Tobago as a parcel in accordance with the provisions of these Regulations, or is received at a Post Office in Trinidad and Tobago from abroad by Parcel Post and is conveyed or intended to be conveyed through any part of its course in the post by an air mail service;

“air mail service” means a service established by or under the direction of the Postmaster General for the conveyance of mails by air;

“Article for the Blind” means a packet containing books and papers impressed or intended to be impressed in ‘Braille’ or other special type or any article specially adapted for the use of the blind;

“business reply letter” means a letter, postcard or printed packet which—

- (a) is addressed to a person who has made provision to the satisfaction of the Postmaster General for the payment of postage in accordance with the provisions of these Regulations on business reply letters received by him;
- (b) contains or has thereon only a communication sent by way of a reply to a communication from the addressee; and
- (c) is distinguished or marked in such manner as the Postmaster General may direct;

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\*These Regulations have been amended by *Gazettes* 2.5.40, 18.7.40, 27.12.40, 30.4.42, 4.7.42, 12.8.43, G.N. 33/1945, 61/1948, 40/1949, 179/1949, 61/1950, 41/1952, 150/1952, 30/1953, 180/1955, 51/1956, 163/1957, 192/1957, 150/1959, 172/1959, 56/1960, 20/1962, 13 of 1963, 130/1963, 43/1964, 140/1966, 22/1967, 145/1967, 1 of 1968, 209/1968, 117/1971, 23/1972, 24/1972, 117/1974, 160/1975.

- “coin” means coin of all kinds whether or not current in Trinidad and Tobago or elsewhere, except such as is used or designed for purposes of ornament;
- “fictitious postage stamp” has the meaning assigned to the term “fictitious stamp” by section 60(4) of the Act;
- “gold bullion” and “silver bullion” mean uncoined and unmanufactured gold or silver (as the case may be);
- “incoming”, applied to a postal packet of any description, means received at a Post Office in Trinidad and Tobago through the post;
- “insured letter” and “insured box”, respectively, include any insured letter and insured box which is for the time being transmissible under the provisions of the Postal Union Agreement for the exchange of insured letters and boxes for the time being in force, and the detailed regulations made thereunder;
- “insured parcel” means a parcel in respect of which a compensation fee is paid;
- “jewellery” means—
- (a) gold, silver or platinum in a manufactured state, that is to say, a state in which value is added to the raw material by skilled workmanship; and in this definition are included any coins used or designed for purposes of ornament;
  - (b) diamonds and precious stones;
  - (c) watches entirely or mainly composed of gold, silver or platinum; and
  - (d) any article of a like nature which, apart from workmanship, has an intrinsic or marketable value;
- “letter” includes an communication in the nature of actual and personal correspondence;
- “outgoing” applied to a postal packet of any description means posted in Trinidad and Tobago.
- “parcel” means a postal packet which is posted at a Post Office in Trinidad and Tobago as a parcel in accordance with the provisions of these Regulations, or is received at a Post Office in Trinidad and Tobago from abroad by Parcel Post;
- “postcard” means a card recognised as a postcard in accordance with the terms of the Postal Union Convention.

## PART I

## INTRODUCTORY

3. Subject to these Regulations, the postage payable on every postal packet must be prepaid.

Postage on packet must be prepaid.

4. Subject to these Regulations—

Double amount payable in case of deficient postage. [117/1971 23/1972 51/1980].

- (a) any letter or postcard upon which no part, or a part only, of the postage payable thereon is prepaid shall be charged with double the amount of the deficient postage;
- (b) any air mail packet upon which no part, or a part only, of the postage payable thereon is prepaid shall be charged with double the amount of the deficient postage but if less than one half of the amount of postage due is prepaid, the Postmaster General may in his discretion send the packet by ordinary mail;
- (c) any out-going printed paper packet or small packet upon which no part, or a part only, of the postage payable thereon is prepaid may be detained and returned or given up to the sender or be forwarded charged with double the amount of the deficient postage, as the Postmaster General may, in his discretion, direct;
- (d) any incoming printed paper packet or small packet upon which no part, or a part only, of the postage payable thereon is prepaid may be detained and returned to the country of origin or be forwarded charged with double the amount of the deficient postage as the Postmaster General may, in his discretion, direct;
- (e) correspondence, other than letters and single post-cards, which is unpaid or insufficiently prepaid shall not be forwarded by the Postmaster General but may be returned to the sender if practicable;
- (f) the charge upon any postal packet as mentioned above upon which no part or part only of the postage payable thereon is prepaid shall not in any case be less than the sum of ten cents.

5. (1) Postage may be prepaid—

How postage payable.

- (a) by adhesive postage stamps;

- (b) by impressions of stamping machines working under the direction or by the permission of the Postmaster General;
- (c) by the use of a stamped envelope, cover, postcard, or other postal form;
- (d) by the use of an embossed or impressed stamp cut out of or otherwise detached from an envelope, cover, postcard, or other postal form; or
- (e) on a printed packet, by a printed impression or other process authorised by the Postmaster General.

Provided that no stamp indicating on the face thereof payment of a registration fee as well as postage shall be used in payment of postage on any unregistered postal packet.

(2) A "postal form" means a form issued by or under the authority of the Postmaster General.

Remission of postage.

6. The Postmaster General may in any case in which he may consider it just or reasonable to do so remit any postage or any sum made payable under these Regulations.

Position of stamps, address, etc.

7. Where postage is prepaid by adhesive postage stamps, or by some other authorised process, the stamps or impressions shall as far as possible be affixed to the upper right hand corner of the address side. The address of the recipient as well as indications relating to the postal service must likewise appear on the address side, of which the right-hand half at least is reserved for these indications. Subject to the provisions of any other regulations relating to postal packets, the sender may make use of the back and of the left-hand of the address side.

Packing.

8. Every postal packet must be made up and secured in such manner as in the opinion of the Postmaster General 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 an officer of the Post Office or other person who may deal with such packet, and where the Postmaster General has made any special rules in relation to the packing of any particular packet or article, such rules shall be observed.

Express delivery fee on outgoing parcels.

9. Upon every outgoing postal packet, not exceeding eleven pounds in weight or such other weight as the Postmaster General may from time to time prescribe, addressed to any country or place abroad in which delivery of postal packets is effected by

special messenger, marked with the words "express delivery" or with such other words as may indicate the desire of the sender that the packet may be delivered by special messenger, there shall be charged and prepaid by means of postage stamps affixed to the packet such fee as the Postmaster General shall direct.

10. Except as otherwise provided in these Regulations, postal packets which are posted otherwise than in conformity with the provisions of these Regulations may be either detained and returned or given up to the senders thereof, or dealt with or disposed of in such other manner as may be authorised by the Postmaster General.

Treatment of irregular packets.

## PART II

### INLAND AND FOREIGN POST (EXCEPT PARCELS)

#### *Rates of Postage*

11. There shall be charged and paid on postal packets addressed to any place in Trinidad and Tobago the rates of postage as set out in the Eighth Schedule.

Inland postage rates.  
[192/1957  
145/1967  
209/1968  
117/1971  
23/1972].  
Eighth Schedule.

12. The provisions of these Regulations with reference to prepayment of postage shall not apply to business reply letters addressed to any place in Trinidad and Tobago: Provided that the postage charged on every such letter if not prepaid shall be the postage otherwise chargeable thereon together with an additional charge of five cents.

Exceptional unpaid postal packets.  
[51/1980].

13. (1) There shall be charged and paid on postal packets (other than air mail packets) addressed to places outside Trinidad and Tobago the rates of postage as set out in the Eighth Schedule.

External postage rates.  
[41/1952  
30/1953  
192/1957  
145/1967  
209/1968  
117/1971  
23/1972].  
Eighth Schedule.  
Sixth Schedule.

(2) There shall be charged and paid on air mail packets the rates of postage set out in the Sixth Schedule to these Regulations.

14. At the General Post Office in Port-of-Spain postal packets (other than parcels or registered or insured packets) for places outside Trinidad and Tobago may on payment of a special late fee of twenty cents (payable by means of stamps affixed to the

Late fee.  
[51/1980].

packet) be posted after the advertised time of closing the mail up to such an hour as the Postmaster General may by notice appoint.

Limit on weight  
and dimensions.  
[150/1959  
145/1967  
117/1971  
23/1972].

15. (1) No postal packet shall be forwarded or delivered if it exceeds the following respective weight or dimensions, that is to say—

- (a) in the case of a letter addressed to—
  - (i) any place in Trinidad and Tobago, two feet in length and eighteen inches in breadth or depth;
  - (ii) any foreign country or place, four pounds in weight or two feet in length, breadth or depth or three feet in length, breadth and depth combined;
- (b) in the case of a postcard, five and seven-eighths inches in length and four and one-eighth inches in width;
- (c) in the case of a printed paper packet, other than a printed volume, addressed to—
  - (i) any place in Trinidad and Tobago, five pounds in weight or two feet in length and eighteen inches in breadth or depth;
  - (ii) any foreign country or place, four pounds in weight or two feet in length or breadth or depth or three feet in length, breadth and depth combined.

Printed volumes not exceeding eleven pounds in weight and sent singly as printed paper packets may be conveyed in Trinidad and Tobago or to any foreign country; or

- (d) in the case of articles for the blind, fifteen pounds in weight or two feet in length and eighteen inches in breadth or depth.
- (2) In the case of a letter, printed paper packet or articles for the blind, made up in the form of a roll, to whatever country or place addressed, the length and twice the diameter shall not exceed three feet three inches and the greatest dimension shall not exceed two feet eight inches.

(3) Postal packets (other than parcels) having dimensions less than four inches in length and two and three-quarter inches in width shall not be permitted, unless such packets (in packet or roll form) bear a rectangular address label of cardboard or strong

paper of which the joint measurement of two adjacent sides is not less than six and one-quarter inches, the measurement of one of the shorter sides being not less than one and one-half inches.

### PART III

#### POSTAL PACKETS

##### *Special Conditions as to Certain Postal Packets*

16. The following Regulations shall apply to postcards:

- (a) no writing except the address and any postal directions recognised by the Postal Union Convention, and no printing except that of any of the matters mentioned above, shall appear on the right-hand half of the face of a postcard;
- (b) it shall not be necessary for postcards of private manufacture to bear on the face thereof the word "Postcard" or its equivalent in another language;
- (c) a postcard shall be made of cardboard or paper stout enough not to hinder its manipulation;
- (d) nothing whatever shall be in any manner attached to a postcard except—
  - (i) postage stamps in payment of postage or of sums payable for registration or for advice of delivery or for express delivery;
  - (ii) illustrations, photographs, stamps of any kinds, address labels or slips to fold back for address purposes, labels and cuttings of any kind. However, stamps likely to be mistaken for stamps used for the payment of postage shall not be affixed to the address side of a postcard. All such articles shall be of such nature as not to alter the character of the postcard, and shall consist of paper or other very thin substance and shall adhere completely to the postcard. With the exception of address labels or slips these articles may only be affixed to the back or to the left-hand half of the address side of the postcard;
- (e) a postcard may not be folded, nor may it be cut

Special conditions as to postcards. [117/1971 23/1972].

or altered in such a way as to make it smaller than the prescribed size;

- (f) a postcard may not be fastened against inspection in any way or enclosed in a cover of any kind;
- (g)
  - (i) each of the two halves of a reply postcard must comply with the conditions laid down for single postcards. One half must be doubled over the other but not fastened in any way;
  - (ii) the reply half of a reply-paid card may not be registered by the original sender of the card;
  - (iii) the reply half of a reply-paid card is available for transmission to the country of origin only, provided that it was, in the first instance, received attached to the other half. If addressed to another country it shall be treated as an unpaid postcard. An ordinary international postcard of one country posted in another, shall be treated as an unpaid postcard;
- (h) if any postcard is sent by post otherwise than in conformity with the provisions of this Regulation it shall be dealt with and charged as a letter.

Certain packets subject to examination. [145/1967 117/1971 23/1972].

17. Every printed paper packet and small packet shall be subject to examination in the post, and subject to these Regulations shall not contain anything sealed or otherwise closed against examination or contain or bear anything in the nature of a letter.

Special conditions as to printed paper packets. [145/1967 117/1971 23/1972].

18. (1) In these Regulations, the expression "printed paper packet" means a packet consisting of or containing—

- (a) letter post items exchanged between pupils of schools and sent through the principals of the schools concerned;
- (b) pupils' exercises in the original or with corrections but without any note which does not relate directly to the performance of the work;
- (c) manuscripts of works for newspapers;
- (d) musical scores or sheets of music in manuscript.

(2) The following may not be sent as printed papers:

- (a) papers obtained by means of a typewriter of any type;
- (b) papers obtained by means of tracing, by handwriting

or by typewriting on any type of machine, as well as heliography;

- (c) copies obtained by means of stamps with or without movable type;
- (d) articles of stationery, properly so called, bearing reproductions when it seems clear that the printed part is not the essential part of the article;
- (e) films and sound recordings.

(3) Several copies obtained by admissible processes, may be sent together in a single printed papers item; but shall not bear the names and addresses of different senders or addresses.

(4) Cards bearing the title "Carte Postale", or the equivalent of this title in any language, may be admitted at the printed paper rate, if they satisfy the general conditions applicable to printed papers rate and to printed papers. Those which do not fulfil these conditions may be treated as postcards or in the appropriate case as letters.

(5) It is permissible to show on printed papers, by any process—

- (a) the name and address of the sender and the addressee with or without showing the status, profession and style;
- (b) the place and date of despatch of the item;
- (c) the serial or registration number referring solely to the item.

(6) In addition to these particulars it is permitted—

- (a) to delete, mark or underline certain words or certain parts of the printed text;
- (b) to correct printing errors.

(7) The additions and corrections specified in subregulations (5) and (6) should have a direct bearing on the content of the reproduction; they should not be of such a nature as to constitute a conventional language.

(8) It is also permissible to show or to add—

- (a) on order forms, subscription forms or offers in respect of published works, books, newspapers, engravings, pieces of music: the works and the number of copies asked for or offered, the price, the method of payment, the edition, the names of the

- authors and of the publishers, the catalogue number and the words "paper covered", "stiff covered" or "bound";
- (b) on the forms used by the lending services of libraries: the titles of the works, the number of copies asked for or sent, the names of the authors and of the publishers, the catalogue numbers, the number of days allowed for reading, the name of the person wishing to consult the work in question;
- (c) on illustrated printed cards, on printed visiting cards and on printed cards expressing felicitations or condolences: conventional formulas of courtesy expressed in five words or five initials at the most;
- (d) on printed literary and artistic productions: a dedication consisting of a simple conventional expression of regard;
- (e) on cuttings from newspapers and periodicals: the title, date, number and address of the publication from which the article is taken;
- (f) on advices of the departures and arrivals of ships and aircraft: the dates and times of departures and arrivals and the names of the ships, aircraft, ports of departure, call and arrival;
- (g) on travellers' advices: the name of the traveller, the time and place of his intended visit and the address at which he is staying;
- (h) in proofs of printing: alterations and additions concerned with the correction, layout and printing as well as notes such as "Passed for press", "Read—Passed for press" or any similar note concerned with the production of the work; in the case of lack of space the additions may be made on special sheets;
- (i) in price-lists, tenders for advertisements, stock and share lists, market quotations, trade circulars and prospectuses: figures; and other notes giving essential elements of the price;
- (j) on advices of change of address: the old and the new addresses and the date of the change.
- (9) Finally, it is permitted to enclose—
- (a) with all printed papers: a card, envelope or wrapper bearing the printed address of the sender of the item, all of which may be prepaid for return by means of

postage stamps of the country of destination of the item;

- (b) with literary or artistic printed works: the relative open invoice, reduced to its essential elements together with a deposit note bearing the printed particulars of a current postal account or an international money order form of the country of destination of the item, on which it is also permissible, after it has been agreed by the Administrations concerned, to show the amount to be paid and the address of the beneficiary of the money order;
- (c) with fashion papers: cut-out pattern forming, according to the indications appearing on them, an integral part of the copy of the paper with which they are sent.

(10) Printed papers of the form, consistency and size of a postcard may be sent unenclosed without wrapper or envelope. The same method of despatch is allowed for printed papers so folded that they cannot become unfolded during conveyance.

(11) The right-hand half at least of the front of printed papers sent in the form of cards, including illustrated cards benefiting by the reduced charge, is reserved for the address of the addressee and for service instructions or labels.

(12) Items other than letters or postcards should be made up in such a way that their contents are sufficiently protected but so as not to hinder a quick and easy verification.

(13) They should be placed either in a wrapper, on a roller or between cardboard; in open bags, boxes, envelopes or containers, or in closed, unsealed bags, boxes, envelopes or containers, but which can be easily opened and reclosed without being dangerous; or shall be done up with a string which is easy to untie.

(14) Exceptionally, articles which would be spoiled if packed according to the general rules, may be admitted in a hermetically sealed packing and the Postmaster General may require the sender or the addressee to assist in the check of the contents, either by opening certain of the items indicated by him or in some other satisfactory manner.

**19.** (1) The expression "small packet" in these Regulations means a packet which—

- (a) consists of or contains goods or articles of merchandise and contains nothing else except an open

Special conditions as to small packets. [117/1971 23/1972].

invoice reduced to its simplest form, the name and address of the sender and the addressee, and any prescribed Customs declaration;

- (b) does not exceed two pounds in weight, or two feet in length, breadth, or depth, or three feet in length, breadth and depth combined;
- (c) if made up in the form of a roll, the length and twice the diameter shall not exceed three feet three inches and the greatest dimension shall not exceed two feet eight inches.

(2) No small packet shall contain postage stamps or forms indicating prepayment whether obliterated or not or any paper representing monetary value or coin, bank-notes, currency notes, negotiable instruments payable to bearer, platinum, gold or silver manufactured or not, precious stones, jewels or other precious articles.

(3) Small packets may be registered but may not be insured.

(4) Every small packet shall bear on the outside the name and address of the sender and the addressee, and for Customs purposes shall bear such label and shall have attached or contain such declaration, if any, as shall be required by the Postmaster General.

Special conditions as to articles for the blind. [192/1957].

**20. Postal packets intended for transmission as Articles for the Blind shall—**

- (a) consist only of Articles for the Blind, and may not contain any communication either in writing or printed in ordinary type, except the title, date of publication, serial number, names and addresses of the manufacturer, printer or publisher, price and table of contents of the article and any key to, or instructions for, the use of the special type, or any enclosure except a label for the return of the packet;
- (b) bear on the outside thereof the inscription "Literature for the Blind" (whether the contents consist of literature or other permitted articles) and the written or printed name of the sender;
- (c) be posted either without a cover or in a cover open at both ends which can be easily removed for the purposes of examination.

In all other respects the Regulations regarding printed papers shall apply.

21. (1) An air mail packet must bear an "air mail" label or be marked with the words "air mail" or with such other words as may indicate the desire of the sender that the packet should be conveyed by air mail service.

Special conditions as to air mail packets.

(2) An air mail packet shall be conveyed in accordance with such instructions as may from time to time be notified by the Postmaster General.

### *Undeliverable Postal Packets*

22. (1) Except as provided in regulation 23, inland postal packets (other than parcels) which cannot be delivered to the addressee shall, if a name and address appear on the outside thereof, be returned unopened to the person or address indicated, but otherwise shall be opened by the Postmaster General.

Undeliverable inland postal packets to be returned to sender.

(2) Where any inland packet upon being opened as mentioned above is found to contain the name and address of the sender, the Postmaster General shall return the packet to the sender, but otherwise shall destroy it; but an enclosure of intrinsic value contained in any such postal packet not found to contain the name and address of the sender shall be retained for a period of three months to abide the claim of the sender, and on the expiry of this period, in lieu of being destroyed, may if the Postmaster General so directs, be sold by public auction and the proceeds of sale paid to the Comptroller of Accounts.

(3) Except as in these Regulations or otherwise provided by law no additional postage shall be charged on any postal packet returned under this regulation, it shall not be delivered except charges due shall be paid before delivery.

23. Notwithstanding anything contained in regulation 22, undeliverable postcards, printed papers and newspapers, chargeable with postage not exceeding the minimum amount chargeable on such items shall not be returned to the sender unless his name and address appear on the outside of the packet, together with a request for return in case of non-delivery. Where any packet is returned under this regulation, it shall not be delivered except upon payment of additional postage equal to the original postage.

Special conditions as to postcards and printed matter. [160/1975].

24. Regulations 22 and 23 shall apply to postal packets (other than parcels) posted in Trinidad and Tobago and returned from abroad.

Undeliverable packets returned from abroad.

Unregistered postal packet containing coin, jewellery, etc., liable to registration fee. [41/1952 192/1957 209/1968 160/1975].

**25.** An unregistered postal packet addressed or due to be returned to any person in Trinidad and Tobago that is opened and found to contain coin, jewellery, currency or bank notes is liable to a registration fee equal to twice the registration fee that would have been paid if the packet had been registered, less any amount prepaid in excess of postage; such fee must be paid before the packet is delivered to the addressee or the sender.

Undeliverable foreign packets.

**26.** The Postmaster General shall return any undeliverable postal packet (not being a parcel) received from any place outside Trinidad and Tobago to the country of origin by the first opportunity, subject always to any other procedure under any arrangement with the Government or Postal Administration of any other country for the time being in force; but any postal packet addressed to a deceased person shall either be delivered to any person who the Postmaster General is satisfied is the legal personal representative of the addressee or else dealt with as an undeliverable postal packet.

### *Redirection*

Conditions as to redirection.

**27.** Any postal packet, other than a parcel may be redirected from its original address, or any substituted address, to the same addressee at any other address unless the sender has forbidden redirection by means of a note to that effect on the address side of the packet in a language known in the country of destination.

Further conditions.

**28.** Every redirected postal packet, other than a parcel, if fully prepaid for its first transmission, shall be chargeable on delivery with the difference (if any) between the postage prepaid on the first transmission and the postage chargeable if the packet has been originally addressed to the new destination. Any packet unpaid or insufficiently prepaid for its first transmission shall be charged on delivery with double the deficient postage which would have been due if it had been originally addressed to the new destination. The expression "first transmission" shall be deemed to include transmission to an address within the country in which the packet was posted.

Time limit.

**29. (1)** Where a postal packet is redirected by the addressee's agent, it must be reposted not later than the day following that on which it is delivered, exclusive of Sundays and Public Holidays.

Redirected packets irregularly dealt with.

**(2)** Where any redirected postal packet is not reposted within the time allowed by this Regulation, or where any postal

packet having been reposted as mentioned above appears to have been opened or tampered with, it shall be deemed to have been posted afresh, and shall be chargeable accordingly.

**30.** (1) Registered and insured postal packets shall be subject to the same Regulations as other postal packets of the like description as regards additional postal charges for redirection, provided that they are reposted by being handed in at a Post Office not later than the day after delivery, exclusive of Sundays and Public Holidays.

Registered  
packets.

(2) Where any registered or insured postal packet which has been redirected is not reposted within the time allowed as mentioned above, it shall be deemed to be freshly posted and chargeable with fresh postage and registration and insurance fees accordingly.

(3) Where any registered or insured postal packet which has been redirected is not handed in at a Post Office, it shall be treated in all respects as a letter intended for registration but irregularly posted. In any such case no compensation shall be payable in respect of the loss or damage of the packet or the contents thereof.

(4) No insured postal packet shall be redirected to a country or place with which the Postmaster General has not for the time being an agreement for the exchange of insured postal packets.

**31.** Letters for members of the Defence Force on actual service shall be exempt from any charge for redirection, and shall not be subject to any restriction as to the time of reposting.

Exemption.

*Miscellaneous Regulations as to Postal Packets, other than Parcels*

**32.** (1) Any person who desires proof that an unregistered postal packet has been posted to a particular person must, when handing in the packet, ask for a certificate of posting. A single certificate in respect of several packets of the same kind posted at one and the same time will be issued if a list of the names and addresses borne by the packets be presented with them.

Certificate of  
posting.  
[41/1952  
192/1957  
160/1975  
51/1980].

(2) There shall be charged for each certificate of posting a fee of ten cents for each packet covered by the certificate, and the fee shall be paid by means of a postage stamp or stamps, which shall be affixed by the sender to the form of certificate.

(3) The particulars required by the form of certificate shall be filled in by the sender.

(4) Any person who desires to make an application or an enquiry in respect of any unregistered postal packet shall be required to pay a fee of thirty cents for inland postal packets and forty cents for postal packets addressed to places outside Trinidad and Tobago, in addition to which air mail surcharge or the charge for telegram must be paid if the enquiry is to be made through that means.

Issue and prices of registered letter envelopes and postcards.  
[41/1952  
150/1952  
192/1957  
209/1968  
117/1971  
23/1972  
160/1975  
51/1980].

**33.** Registered letter envelopes and postcards shall be issued at all Post Offices in Trinidad and Tobago for sale to the public at the following prices:

Registered letter envelopes with a registration fee of forty cents paid	..	eighty cents each
Postcards impressed with a two cent stamp	.. .. .	three cents each.

PART IV

INLAND PARCELS

Rates for inland parcels.  
[192/1957  
209/1968  
51/1980].

**34.** The rates of postage on inland parcels shall be as follows:

- (a) not exceeding one pound in weight, eighty cents;
- (b) exceeding one pound in weight, eighty cents for the first one pound and ten cents for every pound or fractional part of a pound in excess.

Limits and weight and size for inland parcels.  
[192/1957  
150/1959].

**35.** (1) No inland parcel shall be forwarded or delivered by post if it exceeds twenty-two pounds in weight, or if it exceeds the following dimensions, that is to say—

Three feet six inches in length and six feet in length and girth combined.

(2) No inland parcel shall be smaller than the minimum size laid down for postal packets other than parcels.

Method of posting.

**36.** An inland parcel may not be posted in a letter box. It shall be marked "Parcel Post" and presented at the counter of a Post Office.

**37.** If any postal packet apparently intended for transmission as an inland parcel is posted otherwise than in accordance with regulation 36 the Postmaster General shall—

Inland parcels posted contrary to regulation 36.

- (i) if the parcel is fully prepaid at the appropriate rate and is admissible by such post, forward the parcel as a letter, printed paper or newspaper; or
- (ii) if the parcel is insufficiently prepaid at the rate applicable to letters, printed papers or newspapers, but is otherwise admissible by any such post, forward the parcel to the addressee, who shall pay to the Postmaster General, a sum equal to double the deficiency at the appropriate rate or to the deficient postage at the parcel post rate together with a further sum of two cents whichever is the less.

**38.** In all other cases where a postal packet apparently intended for transmission as an inland parcel is posted contrary to these Regulations it shall be dealt with in accordance with the provisions of regulation 44 subject nevertheless (if the packets are returned to the sender) to a charge equal to double the amount of any deficient postage at the lowest appropriate rate.

Inland parcels posted irregularly—otherwise.

**39.** A certificate of posting may be obtained for any inland parcel.

Certificate of posting.

**40.** The address of every inland parcel shall be clearly written in English. A parcel bearing an address otherwise written shall not be accepted unless a translation of the address is added. The address shall be written on the parcel itself, and not merely on a label.

Method of addressing.

**41.** Eggs, fish, meat, fruit and vegetables are transmissible inland by parcel post only.

Certain articles may be posted as parcels only.

**42.** The following regulations apply to the articles named when transmitted by inland parcel post:

Mode of packing certain articles.

- (a) eggs shall be packed in a wooden or other rigid box with suitable partitions, with a well-fitted lid, and each egg wrapped separately in newspaper or other soft material the eggs being placed on end, and the vacant spaces in the box filled with newspaper or cotton waste. The parcel shall be marked "Eggs";

- (b) fish and meat—Parcels of fish and meat shall be marked “Perishable” and must be so packed as to prevent contact of the contents with other postal packets or leakage of any moisture;
- (c) flowers shall be enclosed in boxes of cardboard, wood or metal;
- (d) fruit must be so packed that the juice cannot exude. Metal boxes with tightly fitting lids must be used for soft fruit and the boxes must be securely tied with string crossing the lids in two directions. Parcels of fruit shall be marked “Fruit”;
- (e) hats, millinery and similar articles shall be packed in rigid boxes of wood or other material, or in stout “leather board” boxes with lids extending about two-thirds of the depth of the box or in strong cardboard boxes protected externally by light cross bars of wood consisting of two frames placed at right angles to one another and fastened together where they cross at the top and the bottom;
- (f) musical instruments shall be enclosed in stout wooden cases with sufficient soft internal packing to prevent movement and to prevent damage through jolting;
- (g) pictures in frames shall be protected at the front and back by stout wooden boards each rather larger than the frames. Soft packing shall be placed firmly between the corners of the frame and the boards but not so as to press on the glass.

### *Redirection*

Conditions of redirection.

**43.** (1) Inland parcels may be redirected without charge within the delivery of the same Post Office of the original addressee and provided they are redirected within one day of the original delivery or such further time as the Postmaster General may allow. Inland parcels are in all other cases subject to fresh postage on redirection.

(2) Where delivery of an inland parcel is refused by the addressee, and is afterwards accepted by him it shall be treated as a redirected parcel liable to fresh postage.

*Undeliverable Inland Parcels*

44. Undeliverable inland parcels bearing or containing the name and address of the sender shall be returned to the sender who shall pay therefor a charge equal and additional to the original postage payable. Inland parcels which do not bear or contain the name and address of the sender shall be retained for three calendar months. If not applied for before the expiry of this period, the contents shall be disposed of by public auction where this course is warranted and the net proceeds credited to Post Office funds, but otherwise shall be destroyed or otherwise dealt with as the President may direct. Undeliverable inland parcels containing articles of a perishable nature shall be dealt with as may be requisite.

Undeliverable  
inland parcels.

45. (1) Every person who desires to make an application or enquiry in respect of any inland parcel shall pay a fee of thirty cents for each such application or enquiry.

Fee for enquiry  
in respect of  
inland parcels.  
[150/1959  
160/1975  
51/1980].

(2) Notwithstanding the provisions of subregulation (1) where the application or enquiry relates to more than one inland parcel posted at the same time at the same Post Office by the same sender and addressed to the same addressee and sent by the same route, there shall be payable in respect of any such application or enquiry the said fee of thirty cents.

(3) The Postmaster General or any officer duly authorised in writing by him shall, if he finds that the postal service is responsible for the non-delivery of any inland parcel, cause to be refunded to the person applying or enquiring, as the case may be, any fee paid in accordance with subregulation (1) or (2).

## PART V

## FOREIGN AND COMMONWEALTH PARCEL POST

46. There shall be charged and paid on outgoing foreign parcels, other than air mail parcels, the rates of postage set out in the First Schedule.

Rates of  
postage.  
[30/1953].  
First Schedule.

47. (1) There shall be charged and paid on outgoing airmail parcels the rates of postage as set out in the First Schedule in addition to the appropriate air surcharge set out in the Seventh Schedule.

Rates for  
outgoing  
airmail parcels.  
[30/1953  
192/1957].  
Seventh  
Schedule.

(2) This Regulation shall come into force on 1st April 1958.

Limits of weight and dimensions of parcels. [150/1959].

**48.** (1) No foreign parcel shall exceed the weight or dimensions permitted to be received by post in the country to which the parcel is addressed.

(2) Subject to the provisions of subregulation (1), no foreign parcel shall exceed twenty-two pounds in weight or three feet six inches in length, or six feet in length and girth combined.

Special conditions. [51/1980].

**49.** In addition to the prohibitions and conditions as to packing contained in the Regulations relating to inland and insured parcels, there shall not be posted or conveyed or delivered by post—

- (a) any foreign parcel containing coin or gold bullion exceeding twenty-five dollars in value, or any parcel containing silver bullion or silver partly manufactured, exceeding one hundred dollars in value;
- (b) any foreign parcel containing or bearing any letter or other document in the nature of a personal communication, except so far as may be permitted by the arrangement with reference to the transmission of parcels between Trinidad and Tobago and any country or place.

Mode of posting. [150/1959].

**50.** Subject to the provisions of these Regulations, the following provisions shall apply to the posting of foreign parcels:

- (a) the parcel shall be posted by being handed in at a Post Office;
- (b) the parcel must bear the name and full address of the addressee, and must be packed in such manner and form as may be required and in accordance with such directions as may be given by the Postmaster General from time to time in that behalf;
- (c) in addition to the requirements of regulation 68, the sender of a foreign parcel may also be required to fill up a despatch note in such form as the Postmaster General may direct;
- (d) every air parcel shall have the words "Par Avion" or "by Air-mail" clearly written on it in blue before being accepted at a Post Office.

Treatment of parcels posted in letter boxes.

**51.** Any outgoing packet transmissible by parcel post, which from any words or marks thereon, or other external evidence,

appears to have been intended for transmission as a parcel, and has not been tendered for transmission as a parcel, but has been posted in a Post Office letter box, or otherwise than as provided for the posting of parcels, may in the discretion of the Postmaster General, either be detained and returned or given up to the sender, or if the said packet is fully pre-paid with the letter or open packet rate of postage, and otherwise conforms to the Regulations as to the letter or open packet post, the same may be forwarded as a letter or open packet (as the case may be).

52. (1) Parcels which for any reason are undeliverable shall be dealt with in accordance with arrangements from time to time made between the Postmaster General and the Postal Administrations concerned.

Return and disposal of undelivered parcels.

(2) Where under any such arrangement as above mentioned an outgoing parcel is received from a place outside of Trinidad and Tobago for return to the sender, there shall be charged upon such parcel and paid by the sender additional postage according to the rate chargeable under any such arrangement, and the parcel shall not be given up to the sender except upon payment of such additional postage and of all charges of any kind to which the parcel may have become liable under the provisions of this Regulation, or otherwise by the law of Trinidad and Tobago or of any Commonwealth territory or foreign country.

(3) Where under any such arrangement as above mentioned a parcel is not returned to the sender, or the sender or the addressee refuses or fails to pay the charges to which the parcel has become liable under this Regulation or otherwise, the parcel shall be sold, destroyed or otherwise dealt with in the manner prescribed in relation to undeliverable inland parcels by regulation 44.

(4) Where an incoming parcel cannot be delivered as originally addressed and under any such arrangement as above mentioned the name and address of a substituted addressee has been furnished by the sender and the parcel is forwarded to the substituted address, there shall be charged and paid by the addressee additional postage at the inland rate chargeable for transmission from the original to the substituted address.

53. Except as otherwise provided in these Regulations, parcels which are posted otherwise than in conformity with the provisions of these Regulations may be either detained and returned or given up to the senders therefor or dealt with or disposed of in

Treatment of irregular parcels.

such other manner as may be authorised by the Postmaster General.

Packet posted contrary to regulation 66 (14).

**54.** If a packet found in an incoming parcel contravenes regulation 66(n) the Postmaster General may, if he thinks fit, either deliver the parcel to the addressee thereof or withdraw the packet so found and deliver it to the addressee thereof but subject in either case to the payment of a charge not exceeding the postage which would have been payable in respect of the packet had it been transmitted as a separate packet from the country or place in which it was posted.

Fee for enquiry in respect of foreign parcels. [150/1959 160/1975 51/1980].

**55.** (1) Every person who desires to make an application or enquiry in respect of any commonwealth or foreign parcel shall pay a fee of forty cents for each such application or enquiry.

(2) Notwithstanding subregulation (1), where the application or enquiry relates to several commonwealth or foreign parcels posted at the same time at the same Post Office by the same sender and addressed to the same addressee and sent by the same route, there shall be payable in respect of the application or enquiry the fee of forty cents.

(3) The Postmaster General or any officer duly authorised in writing by him shall, if he finds that the postal service is responsible for the non-delivery of any commonwealth or foreign parcel, cause to be refunded to the person applying or enquiring in respect of any such parcel, as the case may be, any fee paid in accordance with subregulation (1) or (2).

### *Redirection*

Redirection.

**56.** (1) Any parcel may be redirected from its original address or any substituted address within Trinidad and Tobago, to the same addressee at any other address in any country or place with which a parcel post from Trinidad and Tobago is established, provided that the parcel conforms with the Regulations applicable to parcels sent by post to the country or place to which it is redirected. In every case of the redirection there shall be charged on the parcel in respect of the redirection additional postage according to the rates for the time being payable in respect of the transmission of a like parcel to the country or place to which it may be redirected.

(2) Any parcel may be redirected from its original address

or any substituted address within Trinidad and Tobago to the same addressee at any other address within Trinidad and Tobago, and in every case of the redirection there shall be charged on the parcel in respect of the redirection and (if not previously paid) paid by the addressee thereof upon the delivery of the parcel such rate of postage if any, as would in like case be charged upon the parcel were it an inland parcel.

(3) No parcel redirected from a place out of Trinidad and Tobago to a place within Trinidad and Tobago shall be delivered to the addressee except upon payment of all charges of any kind to which the parcel has become liable by the law of Trinidad and Tobago or of Great Britain, or of any Commonwealth territory or foreign country.

(4) Regulation 30 shall apply to insured parcels.

*Customs and other charges payable by sender*

57. (1) Where the sender of an outgoing parcel desires that the parcel may be delivered to the addressee free of all customs duties and other charges thereon, the following rules shall apply to the parcel—

Payment of  
customs and  
other charges  
by senders.  
[150/1959].

- (a) there shall be charged and paid on the parcel, in addition to all postage thereon, the amount of the customs duties and of all other charges payable on the delivery of the parcel;
- (b) the sender shall sign an undertaking (in such form as the Postmaster General may from time to time prescribe) to pay on demand the amount of such customs duties and other charges as mentioned above;
- (c) the sender shall also pay, by way of deposit, at the time of posting the parcel, a sum equal to one quarter the value of the parcel or such greater sum as the Postmaster General may either generally or from time to time direct in respect of such customs duties and other charges;
- (d) every such parcel shall be posted at a Post Office approved for the issue of Money Orders;
- (e) the words "To be delivered free of all charges" and "Franc de droits" must be written on the cover of the parcel and also on the despatch note or declaration required by regulation 50 or regulation 68, as the case may be;

(f) the sender of the parcel must be a person permanently resident in Trinidad and Tobago or a person approved by the Postmaster General and having a duly appointed agent permanently resident in Trinidad and Tobago.

(2) There shall be collected from the despatching postal administration on all incoming "Franc de droits" parcels the sum of twenty-five cents in addition to such duties of customs and other charges to which such parcels may be subject.

(3) For the purposes of subregulation (2) the expression " 'Franc de droits' parcels" means parcels which are delivered to the addressees free of customs duties and other charges.

(4) This Regulation shall not apply to a parcel addressed to a country or place with the Postal Administration of which the Postmaster General has not for the time being an arrangement for the collection from the senders of customs and other charges.

*Special conditions as to cash-on-delivery parcels.*

Subject to arrangements made by Postmaster General.

58. (1) Cash-on-delivery parcels may be transmitted by post between Trinidad and Tobago and any country or place outside of Trinidad and Tobago with reference to which an arrangement has been made with respect to the transmission of cash-on-delivery parcels.

Place of posting.

(2) All outgoing cash-on-delivery parcels must be posted at the chief Post Office in Port-of-Spain, San Fernando or Scarborough.

Limit upon amount of trade charge.

(3) No trade charge exceeding two hundred dollars shall be collected under these Regulations.

Fee for cash-on-delivery service. [160/1975].

59. (1) There shall be charged and paid on every cash-on-delivery parcel, in addition to the postage and any other charges payable on such parcel, the following sums, that is to say:

(a) On every outgoing parcel a cash-on-delivery fee as follows:

For each \$4.80 or fraction of \$5.00 of	
the trade charge .. .. .	5 cents
and a despatch fee of .. .. .	4 ..

(b) On every incoming parcel a fee of .. 20 ..

Cash-on-delivery fee to be prepaid.

(2) The cash-on-delivery fee and despatch fee payable on

an outgoing cash-on-delivery parcel shall be prepaid by the sender in stamps affixed to the parcel.

(3) The trade charge may not be cancelled or altered after the cash-on-delivery fee has been paid. Trade charge may not be cancelled.

(4) The fee payable on an incoming cash-on-delivery parcel shall be paid by the addressee in addition to the trade charge. Payments by addressee.

**60.** The sender of a cash-on-delivery parcel shall in a manner satisfactory to the Postmaster General— Duties of sender.

(a) write on the parcel or on a label affixed thereto his name and address, and the word "Remboursement", followed by the amount, in Trinidad and Tobago currency, of the trade charge;

(b) fill up, so far as required, a trade charge money order form.

**61.** A cash-on-delivery parcel shall not be given up to the addressee thereof or opened at his request until the trade charge and any other charges due thereon have been paid. Delivery of cash-on-delivery parcels.

**62.** The Postmaster General shall upon receiving from the addressee the trade charge on an incoming cash-on-delivery parcel remit the same to the sender of the parcel by means of the trade charge money order form received with the parcel which will be issued as a money order free of commission. Payment to sender of trade charge collected.

**63.** (1) Every trade charge shall be applied for by the sender of the parcel to which it relates within one year of the date of posting of the parcel and, if not so applied for, shall be forfeited. Application for trade charge—time limit.

(2) The sender of every cash-on-delivery parcel must obtain from the Postmaster General a certificate of the posting thereof, and must, if required, produce the certificate to the Postmaster General as a condition of payment of the trade charge money order. Certificate of posting required.

**64.** Subject to these Regulations, cash-on-delivery parcels may be redirected if the new country of destination maintains with that of origin an exchange of cash-on-delivery parcels, and in such case shall be accompanied by the trade charge money order made out by the service of origin. Where an application is made for redirection to a country which does not maintain with that of origin an exchange of cash-on-delivery parcels, the parcel shall be treated as undeliverable. Redirection of cash-on-delivery parcels.

## MISCELLANEOUS

Application of  
inland parcel  
Regulations.

**65.** The Regulations for the time being applicable to inland parcels shall (so far as the same are applicable and subject always to all other provisions of these Regulations) apply to foreign parcels.

## PART VI

## PROHIBITIONS AND RESTRICTIONS

List of  
prohibitions  
and  
restrictions.  
[172/1959  
56/1960].

**66.** There shall not be posted or conveyed or delivered by post, any postal packet—

- (a) consisting of or containing any indecent or obscene print, painting, photograph, lithograph, engraving, cinematograph film, book, card, or written communication, or any indecent or obscene article, whether similar to the above or not;
- (b) having thereon or on the cover thereof any words, marks or designs which are grossly offensive or of an indecent or obscene character;
- (c) consisting of or containing—
  - (i) opium, morphine, cocaine and other narcotics, provided that such narcotics may be sent for medical or scientific purposes in insured boxes to countries which admit them when so sent;
  - (ii) any explosive substance;
  - (iii) any dangerous substance;
  - (iv) any filth;
  - (v) any noxious or deleterious substance;
  - (vi) any sharp instrument not properly protected;
  - (vii) any living animals, except bees, silk-worms and leeches packed in accordance with the Regulations; or
  - (viii) any article or thing whatsoever which is likely to injure any other postal packet in course of conveyance or any receptacle in which the same is conveyed or an officer of the Post Office or other person who may deal with such packet;

- (d) containing or bearing any fictitious postage stamp or any counterfeit impression of a stamping machine used under the direction or by the permission of the Postmaster General;
- (e) purporting to be prepaid with any stamp or impression of stamping machine which has been previously used to prepay any other postal packet or any other revenue duty or tax;
- (f) containing or consisting of any of the following articles:
  - (i) any article prohibited by the postal, customs or other Laws or Regulations of the country or place in which the packet is posted or to which the packet is addressed or through which it must pass;
  - (ii) articles infringing trade mark or copyright laws;
  - (iii) carbon paper, unless certified on the customs declaration, if one is furnished, in the following terms:

“carbon paper coated with wax and containing no oxidisable, oily or fatty substance”;
  - (iv) liquid celluloid;
  - (v) articles composed wholly or partly of raw celluloid unless completely enclosed in a strong metal case which should in turn be enclosed in a strong wooden box conforming to the following specifications:
    - (A) if the lid or bottom or any of the sides of the box is composed of more than one piece of wood, the pieces shall be joined together by means of tongues and grooves;
    - (B) a lining of suitable material shall be placed between the upper edges of the box and the lid shall be firmly screwed down;
    - (C) a white label bearing the word “Celluloid” in plain black letters shall be affixed to the parcel and to the despatch note, when one is used;

- (D) in the case of a parcel intended to be conveyed by French Packet there shall also be an inner box of cardboard, and a large red label bearing the word "Celluloid" in very distinct black letters shall be affixed to the parcel and despatch note;
- (vi) inflammable films, that is to say, films with a nitrocellulose base unless the films are packed in a tin case enclosed in either a strong wooden box or a vulcanised fibre container and around the tin suitable soft packing material is provided so as to surround it entirely and hold it firmly in position, and the packet conforms with the following specifications:
- (A) a white label bearing the words "*Films—Inflammable*" in plain black letters shall be affixed to the packet;
- (B) if a strong wooden box is used as the outside container, it shall be made from boards not less than three-eighths of an inch in thickness, the sides thereof shall be dove-tailed, and the bottom and the lid shall be firmly screwed to the sides; and if any part of the box is composed of more than one piece of wood, the pieces shall be joined together by means of tongues and grooves and no gap shall appear at any join;
- (C) if a vulcanised fibre container is used it shall be manufactured from the toughest compressed and vulcanised fireboard, at least one-twentieth of an inch in thickness and weighing not less than 3½ ounces per 100 square inches; it shall be provided with three flanges to tuck in after the tin container is inserted; the rivets used shall be at least three-sixteenth of an inch long with five-sixteenth of an inch heads and the container shall be fastened with a suitable gummed strip along the edge of the flap;
- (D) the gross weight of the parcel shall not exceed 6 lb;

- (vii) oiled paper, oilskins and similar oiled goods;
  - (viii) perishable articles or anything liable to become offensive or injurious through decay during the time ordinarily occupied in transmission, unless enclosed in a hermetically sealed tin;
  - (ix) soil;
  - (x) lottery tickets or advertisements relating thereto from abroad;
  - (xi) coin exceeding twenty-five dollars in value, except coins used or designed for ornamental purposes and declared as such; or
  - (xii) gold bullion exceeding twenty-five dollars in value;
- (g) the cover whereof is entirely transparent or has thereon an open panel; but there may be a transparent panel in the cover for the purpose of showing the address of the addressee, subject to the conditions that—
- (i) the transparent panel must be parallel to the longest side, so that the address of the addressee appears in the same direction, and must be placed so as not to interfere with the application of the date stamp;
  - (ii) only the name and address of the addressee must show through the panel, and the contents must be secured or folded so that the address cannot be obscured, wholly or partly, through slipping; and
  - (iii) the address must be legibly indicated in ink or typewriting, the use of copying-ink pencil or lead pencil being prohibited;
- (h) the cover whereof or the part thereof reserved for the address is divided into separate sections for the insertion of successive addresses;
- (i) 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 Trinidad and Tobago Government service;
- (j) having thereon or on the cover thereof any words, marks or designs of a character likely in the opinion

- of the Postmaster General to embarrass the officers of the Post Office in dealing with the packet;
- (k) having anything written, printed, or otherwise impressed upon or attached to any part of that side of a postal packet which contains the address at which the packet is to be delivered 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 General, to embarrass the officers of the Post Office in dealing with the postal packet;
  - (l) having anything written, printed or otherwise impressed across the postage stamp thereon;
  - (m) posted in any place outside Trinidad and Tobago and addressed to a person resident or carrying on business in Trinidad and Tobago by or on behalf of any person also so resident or carrying on business, if the equivalent amount in sterling of the postage paid or payable is less than the amount of postage which would have been payable had the packet been sent as an inland postal packet and if in the opinion of the Postmaster General the packet was so posted with the object of evading payment of inland postage; or
  - (n) consisting of or containing two or more postal packets (of the same or of different descriptions) addressed to different persons who are at different addresses.

## PART VII

## FOREIGN AND COMMONWEALTH PARCEL POST

**67. In this Part—**

“letter packet” means a packet prepaid at the letter rate of postage and containing goods or articles or merchandise whether insured or not, but does not include any packet for delivery in a country which has not given its consent to the admission of the packets of goods or articles liable to customs duty;

“small packet” and “insured box” mean postal packets posted under the conditions and subject to the Regulations applicable respectively to “small packets” and “insured boxes”.

68. Every parcel and insured box posted in any place outside Trinidad and Tobago and intended to be delivered at any place within Trinidad and Tobago and every parcel and insured box posted in Trinidad and Tobago and intended to be delivered at any place outside Trinidad and Tobago shall be accompanied by, or have affixed to it, a declaration of such kind, and stating the contents of the parcel or box in such manner and form and with such other particulars as the Postmaster General may from time to time prescribe.

Declaration by poster.

69. Every letter packet and small packet posted in any place outside Trinidad and Tobago and intended to be delivered at any place within Trinidad and Tobago and every letter packet and small packet posted in Trinidad and Tobago and intended to be delivered at any place outside Trinidad and Tobago shall have affixed to it a green Customs label—

Green labels to be placed on letter packets and small packets.

- (a) of such kind and stating the contents of the packet in such manner and form and with such other particulars as the Postmaster General may from time to time prescribe; or
- (b) containing the words *Douane (peut etre ouvert d'office)* only in which case the packet shall have attached thereto or enclosed therein a declaration of such kind and stating the contents of the packet in such manner and form and with such other particulars as the Postmaster General may from time to time prescribe.

70. No foreign postal packet except a letter packet, small packet, parcel or insured box, having affixed thereto or accompanied by a label or declaration as aforesaid shall contain any goods or articles of merchandise; but nothing herein contained shall be deemed to prohibit or restrict the carrying by post of any printed paper packet, or articles for the blind packet which conforms with the regulations made in respect of such packets.

Restriction on posting articles of merchandise. [117/1971 23/1972].

71. Every letter packet, small packet, insured box and parcel shall either at the port of departure from or of arrival in Trinidad and Tobago, as the case may be, or at such other place as the Comptroller of Customs and Excise shall direct, be produced by the proper Officer appointed in that behalf by the Postmaster General, to the proper Officer of Customs and Excise, and if the Officer of Customs and Excise requires, it shall thereupon be opened by the Officer of the Post Office, who is hereby empow-

Certain postal packets to be produced to the proper Officer of Customs and Excise. [117/1971 23/1972].

ered and authorised to open the same for customs examination; and in any case where the contents of any such postal packet are found not to agree with the declaration or green Customs label which accompanies or is affixed to it, or with any declaration, invoice or other document purporting to relate to the contents of such packet which may either be transmitted therewith or produced by the addressee or his agent or by the person posting it, or if the contents of any of them are found to consist of goods prohibited to be conveyed by post or to be imported or exported, as the case may be, such postal packet and all its contents shall be deemed to be goods dealt with contrary to the customs laws, and shall be sent to the Comptroller of Customs and Excise to be dealt with as directed in the said laws.

Entry by  
Officer of Post  
Office.

72. The Officer aforesaid of the Post Office shall deliver to the proper Officer of Customs and Excise such entries of the contents or such other documents as the Comptroller of Customs and Excise shall require.

Entry to be  
made by  
addressee of *ad  
valorem* goods.  
[13 of 1963].

73. (1) If any postal packet produced to an Officer of Customs and Excise as aforesaid contains, or purports to contain any goods subject to a duty equal to a percentage of the value thereof, such Officer may in writing require the addressee of the parcel, in lieu of an Officer of the Post Office, to make such entry or to sign such other documents as may be required by regulation 72, and to deliver the same to him.

(2) Any reference in this regulation to a duty of custom includes a reference to purchase tax chargeable on an importation.

Effect of failure  
of addressee to  
make entry.  
[13 of 1963].

74. (1) If within fourteen days of such notice the addressee shall not deliver such entry or documents as aforesaid and pay to the Comptroller of Customs and Excise the duties shown by such entry to be due, the goods in respect of which the addressee has failed to make entry or to pay the duties due thereon shall, for the purposes of section 86 of the Customs Ordinance, be deemed to be goods in respect of which the importer has not made perfect entry within ten days after the arrival of the ship in which the same were imported, and the said section shall apply accordingly.

Ch. 32 No. 2.  
(1950 Ed.).

(2) Any reference in this regulation to a duty of custom includes a reference to purchase tax chargeable on an importation.

**75.** (1) If the addressee of a postal packet, not dealt with in the manner directed in section 33 of the Post Office Act, addressed to Trinidad and Tobago refuses to pay any duty payable under the Customs laws in respect of the goods contained in such postal packet, the Postmaster General may retain the postal packet, and may either pay to the Comptroller of Customs and Excise the duty payable and recover the same from the addressee or other person liable to pay the same in the same manner as if such duty were a rate of postage, or, at the expiration of twenty-eight days from the date of the notification of the arrival of such postal packet sent to the addressee, shall either send the postal packet to the Comptroller of Customs and Excise, or return it to the country of origin in accordance with regulation 26 or 52.

Postmaster General's obligations where duty payment refused. [13 of 1963].

(2) Any reference in this regulation to a duty of custom includes a reference to purchase tax chargeable on an importation.

**76.** Any postal packet sent by the Postmaster General to the Comptroller of Customs and Excise under the provisions of regulation 75 together with all goods contained therein shall be treated as goods dealt with contrary to the customs laws.

Disposal of postal packets delivered to the Comptroller.

**77.** The proper officer of the Post Office may receive from the addressee of an incoming postal packet to which these Regulations apply and which is permitted to be delivered the amount of any duty and purchase tax payable in respect of any goods contained therein and any money so received shall be paid over by the Postmaster General—

Duty and purchase tax received payable to Comptroller. [13 of 1963. 1 of 1968].

- (a) in the case of sums received on account of duty, to the Comptroller of Customs and Excise; and
- (b) in the case of sums received on account of purchase tax, to the Comptroller of Customs and Excise.

**78.** In addition to any sum payable in respect of postage, customs duty or any other charge, the sum of forty cents shall be paid on each postal packet received in Trinidad and Tobago from abroad and upon which customs duty is levied.

Additional fee for postal packet received in Trinidad and Tobago. [192/1957 160/1975 51/1980].

## PART VIII

## REGISTRATION

Certain postal packets may be registered.

79. (1) Subject to these Regulations, and to any requirements of the Postal Authorities of the country to which the packet is addressed or through which it must pass, any outgoing postal packet other than a parcel or insured box may be registered.

(2) This regulation shall not apply to any packet addressed to initials or in pencil, but a packet may be addressed in copy ink pencil, unless it is sent in an envelope with a transparent cover.

Registered articles to be securely fastened.

(3) Every packet presented for registration must be enclosed in a strong cover appropriate to its contents, and must be securely fastened with wax, gum or other adhesive matter in such a manner as to render impossible the opening thereof without damage to the cover. A cover which has a transparent panel to show the address may be used, but the panel must form an integral part of the cover.

(4) If in the opinion of any officer of the Post Office to whom a packet is tendered for registration the packing is inadequate or objectionable, registration of the packet shall be refused.

Address.

(5) The address must be clearly written in English but the address may be repeated in another language.

Method of posting, etc.

80. The following rules shall apply to the registration of postal packets:

- (a) the packet must be posted by delivery for registration at a Post Office to an Officer on duty at the Post Office;
- (b) all sums chargeable on the registration of the packet, and all postage chargeable thereon, must be prepaid in the manner prescribed in regulation 5, at the time of posting;
- (c) on delivery of the packet for registration, a certificate of posting, bearing thereon an acknowledgement that the registration fee has been paid, shall be obtained. This certificate must be filled up, and signed by the Officer of the Post Office receiving the packet.

**81.** There shall be charged and paid the sum of seventy cents for the registration of every outgoing postal packet.

Fee for registration of outgoing postal packet.  
[41/1952  
192/1957  
209/1968  
160/1975  
51/1980].

**82.** (1) The sender of a registered postal packet addressed for inland delivery or for delivery to any foreign or Commonwealth country in the Universal Postal Union, may obtain an advice of its delivery on an application being made and on payment of the fees specified in subregulation (2).

Procedure for obtaining advice of delivery of registered postal packet.  
[41/1952  
192/1957  
160/1975  
51/1980].

(2) The fees for advice, which must be paid at the time the application is made and by means of stamps affixed by the sender to a form provided for the purpose are as follows:

- (a) where the application is made at the time of posting, thirty cents for inland postal packets and forty cents for postal packets addressed to any foreign or Commonwealth country in the Universal Postal Union;
- (b) where the application is made after posting, forty cents for each application made in respect of an inland postal packet and fifty cents for each application made in respect of postal packets addressed to any foreign or Commonwealth country in the Universal Postal Union.

(3) No application shall be entertained in respect of a registered postal packet that was posted at least twelve months before the date of the application.

**83.** Subject to these Regulations, every outgoing postal packet marked with the word "registered" or with any other word, phrase or mark indicating intended registration, posted otherwise than in accordance with regulation 80(a) shall be treated as follows:

Irregular posting of a registered article.  
[41/1952  
192/1957  
209/1968  
160/1975].

- (a) a postal packet that is addressed to any place in Trinidad and Tobago shall be subjected to compulsory registration and charged upon delivery with twice the registration fee specified in regulation 81 less any amount prepaid in excess of postage;
- (b) if addressed to any place abroad, the postal packet shall be compulsorily registered, and sent forward but if insufficiently prepaid as regards postage and registration fee it shall be registered and sent forward surcharged with double the deficiency.

Compulsory  
registration.

**84.** Every uninsured outgoing postal packet (other than a parcel or small packet) which contains coin, bank-notes, currency notes, negotiable instruments payable to bearer, platinum, gold or silver, manufactured or not, precious stones, jewels or other precious articles, and which is addressed to a country to which such articles are transmissible by post, shall be registered and, if posted without registration, shall be returned to the sender.

Incoming  
packets.

**85.** Every uninsured incoming postal packet (other than a parcel or small packet) which contains coin, bank-notes, currency notes, negotiable instruments payable to bearer, platinum, gold or silver, manufactured or not, precious stones, jewels or other precious articles, and which is not registered, shall be treated in accordance with regulation 83 as if it were an inland postal packet intended for but posted without registration.

## PART IX

### COMPENSATION AND INSURANCE

Compensation  
for loss.  
[41/1952  
117/1971  
23/1972].

**86.** Subject to these Regulations—

- (a) where any article of pecuniary value enclosed in or forming part of a postal packet is lost or damaged so as entirely to destroy its value, while in the custody of the Postmaster General, the Postmaster General may pay to any person who, in his opinion, establishes a reasonable claim to compensation (having regard to the nature of the article, the case with which it was packed and other circumstances) such sum not exceeding the maximum amount as prescribed by the Convention of the Universal Postal Union;
- (b) where any registered postal packet is lost while in the post, the Postmaster General may pay to the sender of the packet a sum not exceeding the maximum amount as prescribed by the Convention of the Universal Postal Union.

Receipts to be  
signed for  
registered  
articles.  
[41/1952].

**87.** (1) No registered postal packet will be delivered to the addressee unless and until he signs a receipt for it in such a form as the Postmaster General shall require, or if this is not practicable, unless and until the receipt is signed by some responsible person known to be permanently connected with the house or

place to which the packet is addressed, or by some person authorised by the addressee in writing to receive registered postal packets on his behalf. However, there shall not be any obligation on the Postmaster General or on the officer actually making delivery thereof to deliver a registered postal packet to any person whomsoever until the identity of such person has been satisfactorily established.

(2) In the case of a private box holder, forms of receipt shall be placed in his private letter-box, unless instructions to the contrary have been given by him.

**88.** Where any article of pecuniary value enclosed in or forming part of an uninsured parcel is lost or damaged while in the course of conveyance by the post under these Regulations, the Postmaster General may pay to any person or to the postal administration of any foreign country if, in his opinion, such person or administration establishes a reasonable claim to compensation (having regard to the nature of the article, the care with which it was packed and other circumstances) such sum, not exceeding the maximum amount prescribed by Universal Postal Union Convention Parcel Post Agreement, as he may think just.

Compensation  
for loss of  
uninsured  
parcel.  
[41/1952  
117/1971  
23/1972].

**89.** If any article of pecuniary value, enclosed in or forming part of an insured letter or parcel, is lost or damaged whilst in the course of conveyance by the post under these Regulations, the Postmaster General may pay to any person, or to the postal administration of any Commonwealth territory or foreign country, if, in the opinion of the Postmaster General, such person or administration establishes a reasonable claim to compensation (having regard to the nature of the article) and care with which it was packed, and other circumstances such sum as he may think just except that—

Compensation—  
insured packet.  
[150/1959].

- (a) in the case of an outgoing insured letter or parcel where in addition to the postage payable in respect of the letter or parcel a compensation fee of an amount specified in the first column of the Second Schedule (and no more) is paid in respect of the letter or parcel, the sum paid by way of compensation shall not exceed the sum specified in the second column of the said Schedule opposite the said fee;
- (b) in the case of an incoming insured letter or parcel the sum paid by way of compensation shall not in any case exceed two hundred and forty dollars, and in no case shall it exceed the amount of the equivalent

Second  
Schedule.

thereof for which the letter or parcel has been insured by the sender, as fixed from time to time by agreement between the Postmaster General and any Commonwealth country or the foreign country from which the letter is transmitted.

Limit of  
insurance.  
[150/1959].

90. (1) Subject to this regulation, no letter or parcel shall be insured for more than two hundred and forty dollars.

(2) Where the value of the contents of a letter or parcel is less than two hundred and fifty dollars, the contents of the letter or parcel may be insured for the amount set out in the London Post Office Guide in respect of such value.

(3) Where the value of the contents of a letter or parcel exceeds two hundred and fifty dollars, the letter or parcel may be insured for any amount not exceeding two hundred and fifty dollars.

(4) For the purposes of this regulation, "the London Post Office Guide" means the Post Office Guide issued by the British Post Office under the direction of the Postmaster General of the United Kingdom.

General  
provisions as to  
loss or damage.

91. (1) The Postmaster General may give effect to the provisions of these Regulations as to the loss or damage of articles enclosed in or forming part of letters or parcels whether registered or insured or not, out of such aids or supplies as may be from time to time provided and appropriated by Parliament for that purpose, but nothing contained in, or done under, or in pursuance of these Regulations renders him liable, either personally or in his official capacity, to any action or other legal proceeding in respect of, or in consequence of, any such loss or damage, whether the loss or damage is occasioned by or arises from any act or neglect of any officer of the Post Office or any other person.

(2) The decision of the Postmaster General on all questions arising between him and any person claiming payment in respect of the loss or damage of any letter or parcel or any article enclosed in or forming part of a letter or parcel shall be final and conclusive.

Compulsory  
insurance.  
[41/1952  
192/1957  
209/1968  
51/1980].

92. (1) Except as otherwise directed by the Postmaster General, a parcel posted in or addressed to a country or place from or to which insured parcels are transmissible by post, and containing coin, bullion, or any article of jewellery or any article not for the time being transmissible in an uninsured parcel to or from such

country or place, shall not be conveyed by post unless the same is insured.

(2) The following provisions shall apply to any such parcel if posted without insurance:

(a) if the parcel is received at a Post Office in Trinidad and Tobago—

- (i) the parcel shall be registered as if it were a letter, and may be detained for that purpose;
- (ii) the parcel shall be charged with a registration fee of eighty cents, in addition to all other postage payable thereon;
- (iii) no compensation shall be payable in respect of the loss or damage of the parcel or the contents thereof;

(b) if the parcel is posted at a Post Office in Trinidad and Tobago it shall be treated in such manner as the Postmaster General may direct, and no compensation shall be payable in respect of the loss or damage of the parcel or the contents thereof.

93. Letters and parcels will be accepted for insurance at and insured letters and parcels from abroad may be addressed to the following Post Offices only: Insurance offices. [41/1952].

Arima	Gran Couva	Rio Claro
Arouca	Guapo	Rosehill
Belmont	Guayaguayare	Roxborough (Tobago)
Blanchisseuse	La Brea	Sangre Grande
Cedros	Laventille	San Juan
Chaguanas	Manzanilla	Scarborough (Tobago)
Charlotteville (Tobago)	Mayaro	Siparia
Couva	Moriah (Tobago)	Speyside (Tobago)
Cumuto	Moruga	San Fernando
Curepe	Mucurapo	Tabaquite
Carapichaima	Newtown	Tableland
Caroni	Palo Seco	Tacarigua
Diego Martin	Penal	Toco
Erin	Pointe-à-Pierre	Tunapuna
Forest Reserve	Point Fortin	Williamsville
Fyzabad	Port of Spain (G.P.O.)	Woodbrook
	Princes Town	

94. The provisions of regulations 80 and 82 shall apply to insured letters and parcels in like manner as they apply to registered postal packets. Application of regulations 80 and 82.

95. (1) The restrictions contained in regulation 79(2), (3), (4) Application of regulation 79.

and (5) shall apply to insured letters and parcels in like manner as they apply to registered postal packets.

(2) Insured articles may not bear erasures or corrections in the address at the time of posting.

Seals to be identical and distinct.

**96.** All the seals on an insured letter or parcel shall be of the same kind of wax (or lead in the case of parcels) and bear distinct impressions of a single private device. Coins shall not be used for sealing; and the device shall not consist merely of straight, crossed, or curved lines or other marks which could readily be imitated.

Insured amount to be written on packet.

**97.** The amount for which a letter or parcel is insured shall be written by the sender both in words and in figures at the top of the address side of the cover, thus—

“Insured for sixty dollars (\$60)”, and shall not exceed the real value of the letter or parcel or its contents. No alteration or erasure of the inscription is allowed. The amount shall also, in the case of a parcel, be entered on the despatch note, if one is used.

Stamps.

**98.** As few stamps as possible shall be used to prepay the postage and insurance fee. They shall not be folded over the edge of the cover, and when more stamps than one are used, they shall be affixed with spaces between them.

Restricted delivery in certain cases.

**99.** (1) An insured letter received from abroad irregularly addressed to a Post Office other than one of those mentioned in regulation 93, shall be retained and delivered at the nearest Post Office transacting insurance business, on being called for by the addressee.

(2) An insured parcel received from abroad addressed to a Post Office other than one of those mentioned in regulation 93, if endorsed “To be insured as far as the service permits” may be forwarded as uninsured to the Post Office of delivery at the sender’s risk. An insured parcel not bearing this endorsement shall be retained and delivered at the nearest Post Office transacting insurance business, on being called for by the addressee.

Treatment of insured letters irregularly accepted.

**100.** Postal packets posted in Trinidad and Tobago which are found after being insured to be addressed to a country or place to which the insurance system does not extend, or have otherwise been irregularly insured, shall be returned to the senders.

*Insured letters*

**101.** In addition to the restrictions contained elsewhere in these Regulations, the following shall apply to every insured letter and insured letter packet. It shall not without the express permission of the Postmaster General, nor unless posted in accordance with Part VI, contain coin, articles subject to customs duty (except paper money, securities and similar valuable papers) platinum, gold or silver, manufactured or not, precious stones, jewels and other valuables; but an insured packet posted in accordance with Part VI may contain articles subject to customs duty where the importation of the articles in insured letter packets is permitted in the country or place to which the letter packet is addressed.

Conditions of insurance.

**102.** Letters bearing on the outside a declaration of the value of the contents cannot be transmitted by post to places abroad unless they are insured and comply with the provisions of Part VI relating to letter packets.

Compulsory insurance.

*Insured boxes*

**103.** The provisions of these Regulations, so far as the same are applicable, shall, subject to the provisions of Part VI and subject as hereinafter provided, apply to the transmission of insured boxes, as if such boxes were insured letters transmitted under these Regulations.

Application to insured boxes.

**104.** Except by the special permission of the Postmaster General no insured box shall be forwarded or delivered by post which exceeds 2 lb. in weight, 12 inches in length, 8 inches in breadth, and 4 inches in depth.

Maximum weight and dimensions.

**105. (1)** Without the express permission of the Postmaster General insured boxes shall not contain—

Prohibitions in respect of insured boxes.

- (a) a letter or anything in the nature of a letter;
- (b) bank notes, currency notes or other securities payable to bearer;
- (c) securities and articles in the nature of commercial papers; or
- (d) any article or thing not authorised by the customs or other laws or regulations of Trinidad and Tobago or of the place to which the insured box is addressed.

(2) Regulation 101 shall not apply to insured boxes.

Redirection of insured boxes.

**106.** The provisions of regulations 27 to 31 (inclusive) apply to insured boxes, which shall also be subject to the condition that no insured box redirected from a place out of Trinidad and Tobago to a place within Trinidad and Tobago shall be delivered to the addressee except upon payment of all charges to which the insured box has become liable by the law of Trinidad and Tobago or of any Commonwealth country or a foreign country.

## PART X

### “POSTE RESTANTE”

*Poste restante.*

**107.** Subject to the provisions of regulation 109, postal packets of any kind to be called for may be posted at or to any Post Office in any country which has undertaken to provide such facilities subject to the conditions laid down in each case. The words “*Poste Restante*” “To be called for”, “To await arrival”, or similar instructions shall appear in the address.

Packets addressed to certain places to be placed in *Poste restante*.

**108.** Postal packets which are addressed to places in Trinidad and Tobago at which there is no delivery by letter carrier will be regarded as intended for the *Poste Restante* and dealt with accordingly.

To be used by strangers and travellers only.

**109.** The *Poste Restante* in Trinidad and Tobago shall be used solely for the accommodation of strangers and travellers who may use the same for not more than three months except as provided in regulation 108.

Certain packets deemed undeliverable.

**110.** Postal packets addressed to initials or to fictitious names, or to a Christian name without a surname shall not be taken at the *Poste Restante*, but shall be treated as undeliverable postal packets.

Identification of applicants for postal packets.

**111.** Every person applying at a *Poste Restante* if unknown must produce such evidence of his identity as the proper Officer of the Post Office may require.

Time of retention in *Poste Restante*. [41/1952].

**112.** Subject to these Regulations, postal packets shall be retained in the *Poste Restante* as follows:

- (a) if originating in Trinidad and Tobago or abroad, for one calendar month from date of receipt;

- (b) exceptionally, postal packets addressed to ships may be retained for two calendar months;
- (c) at the expiry of the above-mentioned periods, postal packets shall be treated as undeliverable.

113. Within fourteen days after the date of notice of arrival of a foreign incoming parcel served on him, any addressee of the parcel who fails to clear it from the Post Office is liable to pay a demurrage fee of five cents a parcel a day during the period the parcel remains at the Post Office in excess of the fourteen days; but the Postmaster General, in his discretion, may waive collection of this fee.

Demurrage fee on incoming parcels. [192/1957].

PART XI

PRIVATE LETTER BOXES AND BAGS

114. Private letter boxes may be rented at the Post Offices in Port-of-Spain, San Fernando, Princes Town and Scarborough, and at such other Post Offices as the Postmaster General may consider advisable, on the following conditions:

Private letter boxes—offices at which available.

- (a) the rents of all private boxes shall be paid in advance and shall become due either on allotment, or, in the case of existing holders, on the first day of January of each year;
- (b) with effect from 1st January 1972, the annual rent shall be—
 

Large boxes	..	..	..	\$50.00
Medium boxes	..	..	..	\$40.00
Small boxes	..	..	..	\$25.00;
- (c) where private letter boxes are rented on or after 1st April in any year, the rent up to 31st December shall be calculated at the rate of one-tenth of the foregoing rates for each month or part of a month, a broken period of the first month being reckoned as a full month;
- (d) the renter of a private letter box shall in addition to the rent of the box deposit a sum, determined by the Postmaster General, equal in amount to the cost of the key as a guarantee for the safe return of the key upon the discontinuance of the rental;
- (e) a private box may not be rented or, except as

Fees payable. [41/1952 192/1957 24/1972 51/1980].

hereinafter provided, may not be used by more than one person or corporation;

(f) no person may rent a box under an assumed name, or for an improper purpose.

Method of address.

**115.** No letters or other mail matter shall be placed in a private box unless—

- (a) addressed to the person or firm renting the box;
  - (b) addressed to subordinates or employees of the person or firm renting the box; or
  - (c) addressed care of the person or firm renting the box;
- and bearing the number of the box.

Box may not be transferred.

**116.** A box holder may not cede or transfer his box to any other person. In case any box is not used by the renter, the Postmaster General may allot the box to another renter, without refunding any sum to the original box holder.

Mis-sorted or mis-delivered correspondence.

**117.** Any mail matter erroneously delivered, or which through wrong address is sorted into a private letter box, shall be returned immediately to the Post Office with the words "Not for Box No. " written thereon.

Damage to private box by renter.

**118.** Any injury or damage to a private letter box arising through the wilful act of the renter or his agent shall be made good by the Postmaster General at the expense of the renter, who shall on demand repay to the Postmaster General the cost thereof.

Power to refuse or withdraw box.

**119.** The Postmaster General may in his absolute discretion refuse to allot a box to an applicant without assigning any reason for so doing, or may withdraw the privilege of renting a box by giving to the renter a month's notice of his intention to do so.

Discontinuance of private box and return of key.

**120.** On discontinuing the use of a box, the key deposit shall be refunded to the renter as soon as practicable after the receipt of the key by the Postmaster at the office from which the box was rented. The key deposit shall be forfeited if the key is not surrendered within fourteen days after the box is discontinued.

Issue of duplicate key. [24/1972].

**121.** Where during the rental period the key of a private letter box is lost, another shall be issued to the renter on his depositing a sum, determined by the Postmaster General, equal in amount to the cost of replacement. This sum shall be refunded if, but only if,

within one month of the issue of the duplicate key the original key is returned to the Postmaster General.

**122.** Where for any reason any mail matter cannot be sorted into a private box, a notification of arrival shall be placed in the box. Bulky correspondence.

**123.** Delivery into a box shall in all respects be deemed equivalent to personal delivery to the addressee. Delivery into box equivalent to personal delivery.

### *Private Letter Bags*

**124.** No person may be allowed the use of a private letter bag except on the authority of the Postmaster General after the prescribed fees have been paid. Private letter bags.

**125.** The rent payable for a private letter bag shall be fifty dollars for each calendar year or any part thereof save that where a private letter bag is rented on or after 1st April in any year the rent payable for the remainder of that year shall be calculated at the rate of five dollars for each month or any part thereof. Rent payable for private letter bag. [192/1957, 160/1975, 51/1980].

## PART XII

### REPLY COUPONS

**126.** Coupons issued by the International Postal Union for the purpose of prepaying replies, and exchangeable in any country of the Postal Union for a stamp or stamps representing the postage on a single rate letter from that country, shall be sold at the General Post Office, Port-of-Spain, and the Post Offices at San Fernando and Scarborough at the price as prescribed by the Convention of the Universal Postal Union. International reply coupons. [192/1957].

**127.** International Reply Coupons issued in other countries may be exchanged at any Money Order Office in Trinidad and Tobago for a stamp or stamps representing the surface postage payable on a single rate unregistered letter to a foreign country. Exchange for stamps. [41/1952, 192/1957].

**128.** Not more than ten International Reply Coupons will be sold to, or exchanged for, the same person on any one day. Maximum number of coupons sold or exchanged in one day. [24/1972].

## PART XIII

## MONEY ORDER REGULATIONS

Money order  
offices.  
Third  
Schedule.

**129.** Inland and foreign money orders shall be issued and paid at the Post Offices specified in the Third Schedule.

Commission on  
money orders.

**130.** The rates of commission to be charged for the issue of inland and foreign money orders and the other charges leviable under these Regulations, shall be in accordance with the rates set forth in the Fourth Schedule.

Fourth  
Schedule.

Form.

**131.** Every money order and advice issued must be drawn on authorised forms only.

Limit for inland  
money orders.  
[51/1956].

**132.** No single inland money order shall be issued for a sum exceeding two hundred dollars.

Requisition for  
inland money  
orders.

**133.** When applying for money orders the remitter shall fill in, in ink, the printed requisition form, which will be supplied gratuitously at all money order offices, showing, as fully as possible, the name, title or designation, as the case may be, of the payee together with the amount of the money order required, the office at which payable, and the full name and address of the remitter. A money order cannot be made payable to two or more persons, nor to a person indicated only by initials or by a fictitious name.

Issue and  
advice.

**134.** When issued, every money order shall be handed by the Postmaster to the remitter to be transmitted by him to the payee, and an advice sent from the issuing office to the paying office, containing information as to the amount and the name of the payee and of the remitter.

Presenter to  
state remitter's  
name.

**135.** The person presenting a money order for payment must, unless it is presented through a Bank, furnish the remitter's name for comparison with the advice.

*Issue of Foreign Money Orders*

Limit for  
foreign money  
orders.

**136.** (1) The maximum amount for which a single money order may be drawn on Great Britain and Northern Ireland, Eire, India, Barbados, Guyana, Belize, Grenada, St. Lucia, Jamaica, Antigua, Dominica, Montserrat, Nevis, St. Kitts, or Tortola shall be forty pounds; but for a single order drawn on Canada or the

United States of America the maximum shall be one hundred dollars.

(2) The maximum amount in other cases shall be as shown in the London Post Office Guide.

**137.** (1) All money orders shall be expressed in sterling except those drawn upon Canada and the United States of America, which shall be expressed in dollars and cents.

How amounts to be expressed.

(2) No money order may be cashed for an amount including a fractional part of a cent.

**138.** A person applying for a money order payable abroad shall fill in the special requisition form supplied for the purpose. Latin characters only may be used when completing this form, which may be filled in by the remitter himself or by any one on his behalf. The amount of the money order, the office of payment, the name and full address of the payee and the name and full address of the remitter shall be stated clearly.

Requisition for foreign money orders.

**139.** The Postmaster General shall not be responsible for any wrong delivery or payment resulting from, or facilitated by, indistinctness, inaccuracy or incompleteness of name or address or any other defect in any application for a money order.

Postmaster General not responsible for consequences of defects.

**140.** The issuing Postmaster shall hand to the remitter either—

Issue of money order.

- (a) a money order to be forwarded by post to the payee for presentation at the office of payment; or
- (b) a certificate of issue (in cases where arrangements have been made for the payee to receive a money order through the chief office of the country of payment).

**141.** Where a money order is sent from Trinidad and Tobago to any other country through the intermediary of the United Kingdom, an additional amount equal to the commission due to the British Post Office for such an order shall be deducted from the amount of the order before it is readvised from London.

Additional amount to be paid on money orders sent through the United Kingdom. [160/1975].

**142.** The payment of a money order drawn on an office abroad shall be subject to the Regulations of the country of payment. The payee may be required to produce documentary evidence of his identity before payment.

Regulations of country of payment to apply.

Irregular use of money order service.

**143.** Should it appear at any time that money orders are being used by persons for the transmission of large sums of money, or to profit by an advance in the rate of exchange, or in other circumstances causing abuses or acting injuriously to the postal revenue, the Postmaster General on the direction of the President shall be empowered to increase the prescribed rates of commission, or to suspend the issue of such money orders.

Validity of money order payable abroad.

**144.** Orders issued in Trinidad and Tobago for payment abroad shall be valid for twelve months after the month of issue, except orders payable in Zaire, which are valid for eight months only, and in Poland, Brazil, India and Pakistan, the Dutch West Indies, and Uruguay, which are valid for six months only after the month of issue.

#### *Payment of Money Orders (Inland or Foreign)*

Payment at Post Offices.

**145.** No money order shall be paid unless the corresponding advice has been previously received nor unless the advice bears the date stamp of the office at which the order purports to have been issued, nor unless the identity of the person presenting the money order is established to the satisfaction of the paying officer.

Method of payment.

**146.** (1) Subject to these Regulations, the paying officer shall make payment of every order presented (otherwise than through a Bank) when it is properly receipted, provided the name of the remitter, as furnished by the applicant, is in agreement with the advice or appears on the order, unless the paying officer has good reason for believing that the applicant is neither the payee nor his agent.

(2) A money order payable to a limited liability company, corporation or society shall be completed by the insertion of the name of the company, corporation or society in the receipt space, together with the signature of a responsible officer such as the secretary, manager, director, treasurer or accountant, and the description of his official position.

Payment through bank.

**147.** When an order is crossed for payment through a bank, payment shall be made to a duly accredited representative of the bank, provided that the order bears a legible imprint of the bank's stamp.

**148.** Money orders shall be paid subject to the possession by the Postmaster of the paying office of sufficient funds, and the Postmaster General shall not be responsible for any delay in payment owing to insufficient funds being available.

Delay in payment in certain cases.

**149.** If a payee is unable to write, he must sign the receipt by making his mark, which shall be witnessed in writing. The witness should sign his name and write his address in the presence of the paying officer. The paying officer shall not himself act as witness. It shall not be necessary that the witness is personally acquainted with the payee provided there is no reason to doubt the ownership of the money order.

Illiterate payee.

**150.** The rate of conversion for money orders issued in Trinidad and Tobago and payable in Canada and the United States of America shall be in accordance with the currency laws in force in Trinidad and Tobago.

Conversion rates for money orders issued on Canada and the United States of America.

**151.** The rates of conversion for money orders issued in the United States of America and payable in Trinidad and Tobago shall be as follows:

Conversion rates for money orders issued in the United States of America.

When the local rate of exchange is at a discount, the deduction from each complete dollar shall be 2 cents for each two per cent of discount or part thereof.

When the local rate of exchange is at a premium the addition to each complete dollar shall be—

- (a) in respect of the first 5 per cent of the premium, *Nil*;
- (b) in respect of each additional 2 per cent of the premium or part thereof, 2 cents.

**152.** After once paying a money order by whomsoever presented, the Postmaster General shall not be liable to any further claim, nor to pay compensation for the loss or injury arising out of delay in payment of a money order or out of any other irregularity in connection with a money order.

Non-liability of Postmaster General.

**153.** Where the remitter of a money order desires to be advised of the date of payment of the order, he shall apply to the office of issue either at the time of issue of the money order or subsequently, and pay a fee of thirty cents. The issuing Postmaster shall then arrange for an advice of payment to be sent to the remitter.

Advice of payment of money order. [160/1975 51/1980].

**154.** If the payee of a money order desires to receive payment in Trinidad and Tobago at some other office than that upon which

Payment transferred to another office.

the order has been drawn, the transfer may be granted free of charge.

Loss of a money order.

155. In case of the miscarriage or loss of an inland or foreign money order in transmission through the post (except those issued in the United States of America or Canada) a duplicate order shall be issued free of charge upon written application containing the necessary particulars being made to the Postmaster General, Port-of-Spain. Should an order be lost by the remitter or payee, a fee equal to the commission of the amount of an inland money order of the same value (which should be forwarded with the application for a duplicate order) shall be paid by him to the Postmaster General.

Duplicate money orders.

156. Where a duplicate money order is required to replace a missing order issued in the United States of America or Canada, application shall be made by the payee or remitter to the Assistant Postmaster General, Washington, D.C., or Postmaster General, Ottawa, respectively, in conformity with the regulations established in those countries.

Indemnity to be given. [51/1980].

157. Before a duplicate money order issued in the United States of America is paid in Trinidad and Tobago, the payee shall sign an indemnity in the following form:

“I hereby acknowledge the receipt of the sum of . . . . . and “I agree to refund to the Postmaster General of Trinidad, the “amount of the original order of which the particulars are “shown in the Coupon of Duplicate Money Order attached “hereto, should it have been already, or be at any time “hereafter, presented and paid, of which presentation and “payment the production of the said order purporting to be “stamped with the date stamp of a paying office shall be “sufficient evidence.”

25 cents Stamp  
to be affixed  
here if Duplicate  
Money Order exceeds \$25

.....  
Signature

If the sum to be paid exceeds twenty-five dollars he shall also affix a stamp to the value of twenty-five cents to the form of indemnity and cancel the stamp by writing thereon his initials and the date.

**158.** Any remitter who desires to stop payment of an order shall make written application to the Postmaster General, giving full particulars of the order, and shall pay to him a fee of twenty cents. The Postmaster General may refund to the remitter the amount of a money order so applied for, provided such has not already been paid, and in any such case the Postmaster General is free from all liability to the payee.

Procedure for stopping payment of a money order. [51/1980].

**159.** Every inland or foreign money order issued by the Postmaster General shall become void at the expiration of twelve months from the last day of the month of issue.

Void orders.

**160.** Repayment of the amount of an original, a void or a duplicate money order shall not be made to the remitter until an authorisation for the repayment shall first have been obtained from the country where the orders are payable. A fee equal to the amount of the commission chargeable on an inland money order of similar value shall be paid by the remitter in addition to any fee paid under regulation 158 for stopping payment.

Repayment of money order not to be effected until authorised.

**161.** Every money order issued in another country and payable in Trinidad and Tobago which has not been presented for payment within twelve months of the last day of the month of issue shall be void.

Expiration of money orders issued abroad.

## PART XIV

### TELEGRAPH MONEY ORDERS

**162.** The Postmaster General may issue and pay Post Office telegraph money orders for sums not exceeding forty pounds to and from the United Kingdom respectively.

Maximum amount of telegraph money orders.

**163.** The charges for telegraph money orders issued in Trinidad and Tobago shall be as follows:

Fee payable.

- (a) commission at the ordinary rate for money orders issued for payment in the United Kingdom;
- (b) a charge for the telegram of advice at the ordinary rate for telegrams addressed to the United Kingdom; and
- (c) a supplementary fee of twelve cents for each order.

[Subsidiary]

Post Office Regulations

Remitter may send private communication in advice telegram.

**164.** On paying for the additional words required the remitter of a telegraph money order may add to the telegram of advice any short communication, in English, which he may wish to send to the payee, and may also if he so desires prepay the cost of a telegraphic reply to the communication.

Full address to be furnished.

**165.** The remitter of a telegraph money order shall defray all expenses and bear all losses resulting from the address of the telegram of advice or that of the payee being incorrect or insufficient to ensure due payment to the proper person.

*Poste restante.*

**166.** If the remitter intends that a money order shall be called for at a Post Office, the words *Poste Restante* must be written instead of an address after the payee's name. In the absence of these words, it shall be assumed that the order is to be sent out for delivery.

Advice of payment.

**167.** The Postmaster General shall supply the remitter with an advice of payment on payment of a fee of ten cents. If the remitter desires that a request for an advice of payment be communicated to the office of payment in the telegram of advice, he shall also pay the cost of including the words "advise payment".

Issuing Offices for telegraph money orders.

**168.** Telegraph money orders may be sent from the General Post Office, Port-of-Spain, the Post Offices at San Fernando and Scarborough, or from any other Post Office in Trinidad and Tobago through the medium of the General Post Office at Port-of-Spain.

Where payable.

**169.** Telegraph money orders shall be paid at any money order office in Trinidad and Tobago.

General Regulations to apply to United Kingdom telegraph orders.

**170.** The general Regulations relating to foreign money orders shall apply (so far as they are applicable) to telegraph money orders exchanged with the United Kingdom.

Non-liability of Postmaster General.

**171.** The Postmaster General shall not be liable for any loss or damage which may be incurred or sustained by reason or on account of any mistake or default in the transmission or delivery of a telegraph money order.

## PART XV

## POSTAL ORDERS

172. Inland postal orders and British postal orders shall be issued and paid at the Post Offices specified in the Fifth Schedule, and shall be in such form as the Postmaster General shall direct.

Offices transacting postal order business. Fifth Schedule.

173. Inland postal orders shall be issued for amounts of twenty-five, fifty and seventy-five cents, one dollar, one dollar and fifty cents, two dollars, two dollars and fifty cents, and for three, four and five dollars.

Denominations of inland postal orders.

174. The sum of ten cents shall be paid as a commission for each inland postal order issued up to and including the value of five dollars; where the value of the order exceeds five dollars, the sum of twenty cents shall be paid as commission.

Commission payable. [160/1975].

175. The sender of an inland postal order may increase its value by an amount not exceeding twenty-five cents by affixing postage stamps of Trinidad and Tobago to the face of the order. Stamps perforated with initials or marks, or embossed or cut-out impressed stamps shall not be valid for this purpose.

Extension of value by postage stamps.

176. The sender of a British postal order may increase its value by an even number of cents not exceeding twenty-five by affixing Trinidad postage stamps not exceeding two in number to the face of the order in the spaces provided. Stamps perforated with initials or marks or embossed or cut-out impressed stamps shall not be valid.

Extension of value by postage stamps. [51/1980].

177. Inland postal orders are valid for a period of three months from the last day of the month of issue. If after the expiration of that period the order is sent to the Postmaster General, Port-of-Spain, and if after enquiry the Postmaster General shall in his discretion authorise payment, a commission equal to the original poundage shall be charged. The poundage thus paid shall be affixed in postage stamps to the back of the order.

Period of validity (inland).

178. British postal orders are valid for a period of six months from the last day of the month of issue. If after the expiration of that period the order is sent to the Postmaster General, Port-of-Spain, and if after enquiry the proper authority shall authorise payment, a commission equal to the original poundage shall be

(British).

charged. The poundage thus paid shall be affixed in postage stamps to the back of the order.

Postmaster General not liable after postal order once paid.

**179.** The Postmaster General shall not be liable to any further claim in regard to any postal order which has once been paid, to whomsoever it may have been paid.

Payment to the public.

**180.** The name of the payee and the name of the Office of payment must be inserted in the appropriate place, and the order must be properly receipted before any postal order is paid. In the case of a postal order payable to a limited liability company, corporation or society, the name of the company, corporation or society must be stamped or written in the receipt space and below it must appear the signature of some responsible officer such as secretary, manager, director, treasurer or accountant, with a description of his official position.

Presenter to sign personally.

**181.** Any person presenting an inland or British postal order may be required to sign his own name thereto, notwithstanding that the receipt may have been already signed.

Erasure or alteration on postal order a bar to payment.

**182.** The Postmaster General may refuse payment of a postal order on which any erasure or alteration appears, or which has not been stamped and signed by the issuing Postmaster, or which has been cut, defaced or mutilated, and may in his discretion delay payment of an order.

Repayment to sender.

**183.** The sender of a postal order may obtain repayment of the amount (but not the poundage) on presenting the order and the counterfoil at the issuing office. If the order has been crossed for payment through a bank, the sender must first cancel the crossing by writing across the face of the order the words "Please pay cash" and adding his initials.

Postal orders not negotiable. [41 of 1952].

**184.** No person is entitled to receive the amount of any postal order other than the rightful owner thereof, whose identification must be established to the satisfaction of the Paying Officer.

## PART XVI

### GENERAL

Special provisions in case of death of addressee of postal packets.

**185.** Where the Postmaster General is satisfied that the addressee of postal packets is dead he may in his discretion—

- (a) deliver or re-direct such postal packets on the written application of any one or more of the Executors named in the Will of the addressee or of a person appearing to the Postmaster General to be entitled to take out Letters of Administration to the Estate of the addressee;
- (b) deliver or re-direct such postal packets on the written application of any person appearing to the Postmaster General to be conducting the affairs of the deceased addressee of the postal packets; or
- (c) retain such postal packets for such period as he may think fit and on production of Probate of the Will or Letters of Administration to the Estate of the addressee together with the written application of one or more of the executors or administrators, deliver or re-direct the packets in accordance with such request.

### FIRST SCHEDULE

#### PARCEL POSTAGE RATES FOR PARCELS SENT BY SURFACE MAIL TO COMMONWEALTH AND FOREIGN COUNTRIES

Regulation 46.  
[41/1952  
192/1957  
20/1962  
130/1963  
22/1967  
209/1968  
117/1971  
23/1972].

Country	Postage Rates for Parcels not exceeding			
	2 lb.	7 lb.	11 lb.	22 lb.
Anguilla .. .. .	—	—	—	—
Antigua .. .. .	—	—	—	—
Barbados .. .. .	—	—	—	—
Bermuda .. .. .	—	—	—	—
Dominica .. .. .	—	—	—	—
Dutch West Indies .. .. .	—	—	—	—
Grenada .. .. .	—	—	—	—
Guyana .. .. .	\$1.50	\$2.00	\$2.50	\$3.00
Jamaica .. .. .	—	—	—	—
Montserrat .. .. .	—	—	—	—
Nevis .. .. .	—	—	—	—
St. Kitts .. .. .	—	—	—	—
St. Lucia .. .. .	—	—	—	—
St. Vincent .. .. .	—	—	—	—
Tortola .. .. .	—	—	—	—
Canada .. .. .	For each pound or fraction of a pound up to a maximum of 22 lb., 55c. per pound.			

The Postage rates on Parcels to all other countries shall consist of the terminal credits required by the country of destination or, in the case of parcels sent in transit, the C.P.I. credit required by the Transit Country, to which amount shall be added—

For parcels not exceeding 2 lb. . . . .	\$1.08
For parcels exceeding 2 lb. but not 7 lb. . . . .	\$1.36
For parcels exceeding 7 lb. but not 11 lb. . . . .	\$1.74
For parcels exceeding 11 lb. but not 22 lb. . . . .	\$2.48

The final figures to be rounded up to amounts divisible by 5 cents.

Regulation 89.  
[192/1957].

### SECOND SCHEDULE

#### INSURANCE FEES PAYABLE IN ADDITION TO NORMAL POSTAGE AND REGISTRATION

Fee	Limit of Compensation	
	\$	c.
5 cents . . . . .	50	00
10 cents . . . . .	100	00
15 cents . . . . .	150	00
20 cents . . . . .	200	00
25 cents . . . . .	240	00

Regulation  
129.  
[41/1952  
180/1955].

### THIRD SCHEDULE

#### LIST OF POST OFFICES AT WHICH INLAND AND FOREIGN MONEY ORDERS ARE ISSUED AND PAID

Arima	Guaico	Princes Town
Arouca	Guayaguayare	Rio Claro
Belmont	La Brea	Rosehill
Blanchisseuse	Laventille	Roxborough (Tobago)
Carapichaima	Manzanilla	San Fernando
Caroni	Mayaro	Sangre Grande
Cedros	Moriah (Tobago)	San Juan
Chaguanas	Moruga	Scarborough (Tobago)
Couva	Mucurapo	Siparia
Cumuto	Newtown	Speyside (Tobago)
Curepe	Palo Seco	Tabaquite
Diego Martin	Penal	Tableland
Erin	Pointe-a-Pierre	Tacarigua
Forest Reserve	Point Fortin	Toco
Fyzabad	Port-of-Spain	Tunapuna
Gran Couva	(Chief Office)	Williamsville
		Woodbrook

**FOURTH SCHEDULE**Regulation  
130.  
[160/1975].**RATES OF COMMISSION PAYABLE ON INLAND  
MONEY ORDERS**

For any sum not exceeding \$10.00 .. .. 10 cents  
For each additional \$5.00 or part thereof .. 5 cents

A single Money Order shall not be issued for any sum in excess of two hundred dollars.

**RATES OF COMMISSION PAYABLE ON FOREIGN  
MONEY ORDERS**

For any sum not exceeding \$20.00 .. .. 50 cents  
For each additional \$10.00 or part thereof .. 5 cents

A single Money Order shall not be issued for any sum in excess of two hundred and forty dollars.

Regulation  
172.  
[41/1952  
43/1964  
160/1975].

## FIFTH SCHEDULE

LIST OF POST OFFICES AT WHICH INLAND AND  
BRITISH POSTAL ORDERS ARE ISSUED AND PAID

Abyssinia	Gasparillo	Pleasantville
Arima	George Street	Plymouth (Tobago)
Arouca	Gonzales	Point Cumana
Barrackpore	Goodwood (Tobago)	Point Fortin
Belle Garden (Tobago)	Gran Couva	Poole
Belmont	Grand Riviere	Port-of-Spain (G.P.O.)
Bon Accord (Tobago)	Guaico	Princes Town
Bethel (Tobago)	Guapo	Rio Claro
Biche	Guayaguayare	Rousillac
Blanchisseuse	Indian Walk	Roxborough (Tobago)
Brasso	La Brea	San Fernando
California	La Romain	San Juan
Caparo	Laventille	Sans Souci
Carapichaima	Les Coudeaux (Tobago)	Sangre Grande
Carenage	Les Efforts	Santa Flora
Caroni	Longdenville	Scarborough (Tobago)
Cedros	Manzanilla	Siparia
Chacachacare	Marabella	Speyside (Tobago)
Chaguanas	Maraval	St. James
Charlotteville (Tobago)	Matelot	St. Joseph
Claxton Bay	Matura	St. Julien's
Coryal	Mayaro	St. Madeleine
Couva	Moriah (Tobago)	St. Mary's
Cumuto	Moruga	St. Vincent Street
Cunupia	Morvant	Tabaquite
Curepe	Mt. St. George (Tobago)	Tableland
Delaford (Tobago)	Newtown	Tacarigua
Diego Martin	Oropouche	Toco
El Socorro	Palo Seco	Todd's Road
Erin	Park Street	Tortuga
Flanagin Town	Parlatuvier (Tobago)	Tunapuna
Forest Reserve	Pembroke (Tobago)	Whim (Tobago)
Fyzabad	Penal	Williamsville
	Piparo	Woodbrook.

## SIXTH SCHEDULE

## AIR MAIL PACKET RATES

Regulation  
13(2).  
[30/1953  
192/1957  
145/1967  
209/1968  
160/1975].

Country of Destination	Letters per ½ oz.	Postcards	Air Letter Forms Aero- grammes	Printed Papers and small Packets per ½ oz.
	cents	cents	cents	cents
Aden .. .. .	70	35	25	30
Afghanistan .. .. .	70	35	25	30
Alaska .. .. .	35	20	25	15
Algeria .. .. .	50	25	25	20
Antigua .. .. .	20	15	15	10
Argentina .. .. .	45	25	25	20
Aruba .. .. .	30	15	25	15
Australia .. .. .	75	40	25	35
Azores .. .. .	50	25	25	20
Bahamas .. .. .	30	15	25	15
Barbados .. .. .	20	15	15	10
Bermuda .. .. .	30	15	25	15
Bolivia .. .. .	35	20	25	15
Botswana .. .. .	80	40	25	40
Brazil .. .. .	35	20	25	15
Belize .. .. .	30	15	25	15
Brunei .. .. .	75	40	25	35
Burma .. .. .	80	40	25	40
Burundi .. .. .	70	35	25	30
Cambodia .. .. .	80	40	25	40
Cameroon, East .. .. .	70	35	25	30
Cameroon, West .. .. .	75	40	25	35
Canada .. .. .	35	20	25	15
Canary Islands .. .. .	50	25	25	20
Cape Verde Islands .. .. .	60	30	25	25
Central African Republic .. .. .	70	35	25	30
Ceylon .. .. .	80	40	25	40
Chad .. .. .	70	35	25	30
Chile .. .. .	45	25	25	20
China .. .. .	80	40	25	40
Colombia .. .. .	35	20	25	15
Congo (Brazzaville) .. .. .	70	35	25	30
Cook Islands .. .. .	70	35	25	30
Costa Rica .. .. .	35	20	25	15
Cuba .. .. .	50	25	25	20
Curacao .. .. .	30	15	25	15
Cyprus .. .. .	60	30	25	25
Dahomey .. .. .	70	35	15	30
Dominica .. .. .	20	15	25	10
Dominican Republic .. .. .	30	15	25	15
Ecuador .. .. .	35	20	25	15
Egypt .. .. .	60	30	25	25
Eire (Irish Republic) .. .. .	45	25	25	20
El Salvador .. .. .	35	20	25	15
Ethiopia .. .. .	70	35	25	30
Europe .. .. .	50	25	25	20

## SIXTH SCHEDULE—Continued

Country of Destination	Letters per ½ oz.	Postcards	Air Letter Forms Aero- grammes	Printed Papers and small Packets per ½ oz.
	cents	cents	cents	cents
Falkland Islands (By sea from Montevideo) .. .. .	45	25	25	20
Fiji .. .. .	60	30	25	25
Formosa .. .. .	75	40	25	35
French Guiana .. .. .	30	15	25	15
French Polynesia .. .. .	60	30	25	25
French Somali Coast .. .. .	70	35	25	30
French West Indies (Martinique, Guadeloupe) .. .. .	30	15	25	15
Gabon .. .. .	70	35	25	30
Gambia .. .. .	70	35	25	30
Ghana .. .. .	70	35	25	30
Gibraltar .. .. .	50	25	25	20
Gilbert and Ellice Islands .. .. .	75	40	25	35
Great Britain and Northern Ireland .. .. .	45	25	25	20
Grenada .. .. .	20	15	15	10
Guatemala .. .. .	35	20	25	15
Guinea .. .. .	70	35	25	30
Guyana .. .. .	20	15	15	10
Haiti .. .. .	30	15	25	15
Hawaii .. .. .	35	20	25	15
Honduras Republic .. .. .	35	20	25	15
Hong Kong .. .. .	75	40	25	35
India .. .. .	70	35	25	30
Indonesia .. .. .	75	40	25	35
Iran .. .. .	60	30	25	25
Iraq .. .. .	60	30	25	25
Israel .. .. .	60	30	25	25
Ivory Coast .. .. .	70	35	25	30
Jamaica .. .. .	20	15	15	10
Japan .. .. .	70	35	25	30
Jordan .. .. .	60	30	25	25
Kenya .. .. .	70	35	25	30
Korea .. .. .	70	35	25	30
Kuwait .. .. .	60	30	25	25
Laos .. .. .	80	40	25	40
Lebanon .. .. .	60	30	25	25
Lesotho .. .. .	80	40	25	40
Liberia .. .. .	70	35	25	30
Libya .. .. .	50	25	25	20
Macao .. .. .	70	35	25	30
Madeira .. .. .	50	25	25	20
Malagasy Republic .. .. .	80	40	25	40
Malawi .. .. .	80	40	25	40
Malaysia .. .. .	80	40	25	40
Mali .. .. .	75	40	25	35
Malta .. .. .	50	25	25	20
Marian Islands .. .. .	75	40	25	35

## SIXTH SCHEDULE—Continued

Country of Destination	Letters per ½ oz.	Postcards	Air Letter Forms Aero- grammes	Printed Papers and small Packets per ½ oz.
	cents	cents	cents	cents
Marshall Islands .. .. .	75	40	25	35
Mauritania .. .. .	70	35	25	30
Mauritius .. .. .	80	40	25	40
Mexico .. .. .	35	20	25	15
Mongolia .. .. .	70	35	25	30
Montserrat .. .. .	20	15	15	10
Morocco .. .. .	50	25	25	20
Nepal .. .. .	80	40	25	40
New Caledonia .. .. .	75	40	25	35
New Guinea Territory .. .. .	75	40	25	35
New Hebrides .. .. .	75	40	25	35
New Zealand .. .. .	70	35	25	30
Nicaragua .. .. .	35	20	25	15
Niger .. .. .	70	35	25	30
Nigeria .. .. .	70	35	25	30
Pakistan .. .. .	80	40	25	40
Panama (Canal Zone) .. .. .	35	20	25	15
Panama (Republic of) .. .. .	35	20	25	15
Paraguay .. .. .	45	25	25	20
Peru .. .. .	35	20	25	15
Philippines .. .. .	70	35	25	30
Pitcairn Island .. .. .	70	35	25	30
Portuguese East Africa .. .. .	80	40	25	40
Portuguese Timor .. .. .	75	40	25	35
Portuguese West Africa .. .. .	60	30	25	25
Puerto Rico .. .. .	30	15	25	15
Reunion .. .. .	80	40	25	40
Rhodesia .. .. .	80	40	25	40
Rwanda .. .. .	70	35	25	30
St. Helena .. .. .	80	40	25	40
St. Kitts .. .. .	20	15	15	10
St. Lucia .. .. .	20	15	15	10
St. Vincent .. .. .	20	15	15	10
Samoa .. .. .	60	30	25	25
Sarawak .. .. .	80	40	25	40
Saudi Arabia .. .. .	70	35	25	30
Senegal .. .. .	70	35	25	30
Seychelles .. .. .	80	40	25	40
Sierra Leone .. .. .	70	35	25	30
Singapore .. .. .	80	40	25	40
Solomon Islands .. .. .	75	40	25	35
Somali Republic .. .. .	70	35	25	30
South Africa .. .. .	75	40	25	35
South West Africa .. .. .	75	40	25	35
Spanish Guinea .. .. .	70	35	25	30
Spanish West Africa .. .. .	60	30	25	25
Sudan .. .. .	70	35	25	30
Surinam .. .. .	30	15	25	15
Swaziland .. .. .	80	40	25	40

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Post Office

[Subsidiary]

Post Office Regulations

SIXTH SCHEDULE—Continued

Country of Destination	Letters per ½ oz.	Postcards	Air Letter Forms Aero- grammes	Printed Papers and small Packets per ½ oz.
	cents	cents	cents	cents
Syria .. .. .	60	30	25	25
Tanzania .. .. .	80	40	25	40
Thailand .. .. .	80	40	25	40
Tibet .. .. .	80	40	25	40
Togo .. .. .	70	35	25	30
Tonga .. .. .	60	30	25	25
Tortola .. .. .	30	15	25	15
Tunisia .. .. .	50	25	25	20
Uganda .. .. .	80	40	25	40
United Arab Republic .. .. .	60	30	25	25
United States of America .. .. .	35	20	25	15
Upper Volta .. .. .	70	35	25	30
Uruguay .. .. .	45	25	25	20
USSR .. .. .	50	25	25	20
Venezuela .. .. .	30	15	25	15
Viet Nam .. .. .	75	40	25	35
Virgin Islands of U.S.A. .. .. .	30	15	25	15
Wake Island .. .. .	60	30	25	25
Yemen .. .. .	70	35	25	30
Zambia .. .. .	70	35	25	30
Zanzibar .. .. .	80	40	25	40

Regulation 47.  
[30/1953  
\*192/1957].

SEVENTH SCHEDULE

INTERNATIONAL AIR PARCEL SERVICES

Air surcharge, to be added to appropriate surface parcel postage rates

Destination	Air Surcharge
Antigua .. .. .	10 cents per ½ lb.
Barbados .. .. .	5 do.
Bermuda .. .. .	50 do.
Guyana .. .. .	10 do.
Canada .. .. .	70 do.
Aruba and Curacao .. .. .	15 do.
Grenada .. .. .	5 do.
Jamaica .. .. .	30 do.
St. Kitts .. .. .	15 do.
St. Lucia .. .. .	10 do.
Great Britain .. .. .	\$1.30 do.
United States of America .. .. .	65 do.

\*Came into operation on 1st April 1958.

Post Office Regulations

[Subsidiary]

**EIGHTH SCHEDULE**

Regulation 11.  
[117/1971  
23/1972  
160/1975].

**POSTAGE RATES PAYABLE ON INLAND MAIL ITEMS  
(OTHER THAN PARCELS)**

<i>Letters</i>	
For the first oz. or part thereof .. .. .	10 cents
For each additional 2 oz. or part thereof .. .. .	5 cents
<i>Postcards</i> .. .. .	6 cents
<i>Printed Papers</i>	
For the first 2 oz. or part thereof .. .. .	6 cents
For each additional 2 oz. or part thereof .. .. .	3 cents
<i>Small Packets</i>	
For the first 4 oz. .. .. .	10 cents
Over 4 oz. up to 8 oz. .. .. .	20 cents
Over 8 oz. up to 1 lb. .. .. .	35 cents
Over 1 lb. up to 2 lb. .. .. .	60 cents
<i>Articles for the Blind</i> .. .. .	no charge

**NINTH SCHEDULE**

Regulation 13.  
[117/1971  
23/1972  
160/1975].

**POSTAGE RATES PAYABLE ON POSTAL PACKETS  
(OTHER THAN PARCELS) FOR OVERSEAS DELIVERY  
For delivery to Commonwealth countries—**

<i>Letters</i>	
For the first oz. or part thereof .. .. .	15 cents
Over 1 oz. up to 2 oz. .. .. .	28 cents
Over 2 oz. up to 4 oz. .. .. .	35 cents
Over 4 oz. up to 8 oz. .. .. .	90 cents
Over 8 oz. up to 1 lb. .. .. .	\$1.50 cents
Over 1 lb. up to 2 lb. .. .. .	\$2.50 cents
Over 2 lb. up to 4 lb. .. .. .	\$4.00

For delivery to the Foreign countries—

<i>Letters</i>	
For the first oz. or part thereof .. .. .	20 cents
Over 1 oz. up to 2 oz. .. .. .	35 cents
Over 2 oz. up to 4 oz. .. .. .	45 cents
Over 4 oz. up to 8 oz. .. .. .	\$1.05 cents
Over 8 oz. up to 1 lb. .. .. .	\$2.00
Over 1 lb. up to 2 lb. .. .. .	\$3.30 cents
Over 2 lb. up to 4 lb. .. .. .	\$5.30 cents

For delivery to Commonwealth and foreign countries—

<i>Postcards</i> .. .. .	12 cents
<i>Printed matter</i>	
For the first oz. or part thereof .. .. .	10 cents
Over 1 oz. up to 2 oz. .. .. .	12 cents
Over 2 oz. up to 4 oz. .. .. .	15 cents

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Over 4 oz. up to 8 oz.	.. .. .	25 cents
Over 8 oz. up to 1 lb.	.. .. .	45 cents
Over 1 lb. up to 2 lb.	.. .. .	80 cents
Over 2 lb. up to 4 lb.	.. .. .	\$1.30 cents
Each additional 2 lb. or part thereof	.. .. .	65 cents

*Small Packets*

For the first 4 oz. or part thereof . .	.. .. .	20 cents
Over 4 oz. up to 8 oz.	.. .. .	40 cents
Over 8 oz. up to 1 lb.	.. .. .	65 cents
Over 1 lb. up to 2 lb.	.. .. .	\$1.20 cents

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