

GOVERNMENT TELEGRAPHS.

561

Station Oajirokan 7 1/2

TELEGRAM No. 216

Given in at Yakuhama J. I. O. 18 7 1/2 h. 9 2 m 5 0 a.m.

From	To
<u>Robert Page</u>	<u>L. Hiraike</u>
	<u>Oajirokan takei</u>

As i do not feel very well today please excuse me from office



RULES AND REGULATIONS

applicable to

Telegraphic correspondence on the Japanese Government lines.

1 The Government will not be responsible to any extent whatsoever for the due transmission of any Telegram, nor for delay or stoppage by reason of any accident to the lines or instruments, or from any other cause, nor for interruptions to the working of the Telegraphs, nor for error occasioned by indistinct writing.

The Government shall not, under any circumstances, be liable for any sum whatsoever as damages or otherwise, for loss resulting from errors, delays, or any other cause in respect of any message entrusted to it beyond the price, or portion of the price, paid for such message being transmitted over the Government lines, and then only in case the cause occasioning such loss arises in the course of the transmission of the message over the Government lines.

2 All charges to be prepaid by the sender.

3 A message may be written in any of the principal living languages that can be transmitted by the international Morse telegraph-alphabet, or in Latin.

4 All that the sender writes in his message to be transmitted, is counted in reckoning the cost, excepted signs of punctuation. The name of the sending station, the day, hour and minute when the message has been given in for transmission will be telegraphed free of cost and inserted in the receiver's copy.

5 A single message may contain Twenty European words, including addresses, or Twenty Japanese characters, exclusive of addresses. Each ten or fraction of ten words or characters extra will be charged for additional.

6 In ordinary messages, composed of words and numerals, every group of numerals, containing five figures, or a less number, counts as a word; beyond five and up to ten, as two words, and so on in same proportion. Any isolated figure counts as a word.

7 Letters added to figures to form ordinal numbers are each counted as a figure; thus "128th" is counted as five figures, or one word.

8 Initials before surnames are considered as separate letters, and each one is counted as a word.

9 Words of 7 or less syllables count as a single word; if containing more than 7 syllables the overplus counts as an additional word.

10 Words underlined separately count as two words each, however great the number, but a sentence underlined will count as one word extra only.

This rule must be observed in cases of inverted commas and brackets.

11 Messages destined for places beyond the Lines of Telegraph must contain instructions from the sender as to the places from which they are to be posted. Such instructions to be inserted immediately after the Receiver's address, and to be charged for as part of the message. In addition to the rate to the Telegraph Station from which the messages are to be posted, the amount of postage will be charged.

12 A reply to a message can be prepaid by the sender, if the following words are written in the message after the text and immediately before the signature, and paid for: "Reply—words paid" except when a reply of 20 words only is required, in which case the words "reply paid" or "réponse payée" need only be inserted and charged for.

13 The amount for a prepaid reply must not exceed three times the cost of the original message.

14 This reply is considered and transmitted like any other message.

15 A message can be repeated in order to ensure accuracy and is then termed a "Registered message".

16 A "Registered message" is repeated in its full extent, and the sender is

informed of the time of delivery and the person to whom delivered, or in case of non-delivery, the sender will receive information.

17 The words "Registered message" must be written immediately after the address and will be charged for.

18 A "Registered message" is charged double the cost of an ordinary message.

19 If the receiver of a message desires it to be repeated, on account of an error supposed to have been committed by the Government in transmission, he must, in all cases, deposit the price of the message, the repetition of which he applies for. This deposit will, however, be returned to him, in the event of the error having been made by the Government.

20 The sender of a message can request an acknowledgement of receipt or appropriate information in case of non-delivery. This request, which must be inserted immediately after the address and charged for, does not occasion a repetition of the message.

21 An acknowledgement of receipt is charged like an ordinary single message.

22 Private as well as government messages may be written in cipher, such cipher to be either in ordinary figures or Roman letters, but a combination is not admissible. The text of the message may be written entirely or partly in cipher; if partly in cipher, the part ciphered must be placed in parentheses, in order to separate it from the part given in common writing. The ciphers or letters and commas, periods, or other divisional marks in the ciphered part are added together and divided by five, and the quotient will give the number of words; any remainder to be counted as a word. These words added to the number of words in common writing, will give the total number to be paid for.

23 Code and cipher messages are considered and charged for as "Registered messages".

24 Messages can be addressed to several "destinataires" or to different addresses and the same "destinataire" in any town, for a charge of 25 cents per copy for European messages; and 7 sens for each copy of Japanese messages in addition to the ordinary charge for the despatch, and in both cases messengers fees for every copy according to the distance.

25 When an interruption of communication occurs, messages will be forwarded between the stations nearest to the interruption by post.

26 A message may be withdrawn, provided its transmission has not commenced, and the charges will then be returned to the sender; but should the transmission have commenced, the charges are retained.

27 In case the sender wishes to stop the delivery of his message, he must pay for a fresh despatch, addressed to the terminal station and containing the necessary instructions.

28 All complaints respecting irregularity in the transmission or delivery of messages must be made by the sender; and in cases of delay or error, the complaint must invariably be accompanied by the receiver's copy of the message.

29 The sender is responsible for an insufficient address, and can only rectify the same by sending and paying for a new despatch. It is recommendable, therefore, that messages should be fully addressed; the number of the house, and the name of the street, as well as the town, the full style of firms, the profession of the "destinataire", are all essential for the speedy and correct delivery of messages.

30 In case the charges have been reckoned too low by mistake, the sender is bound to pay up the correct amount. On the contrary will be returned to him what may have been charged too much.

Handwritten Japanese characters in the left margin.