

THE BRITISH WEST AFRICA STUDY CIRCLE

The Agents of the General Post Office in Fernando Po,
Lagos, Madeira, Teneriffe, St. Vincent (Cape Verde Isles)
and Freetown during the nineteenth century.

By P. O. BEALE.

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Sources of information.

The archives that relate to these Agents are to be found in the Public Record Office and in the Record Department of the General Post Office. Correspondence relating to Madeira, Teneriffe and St. Vincent is to be found under entries for Portugal and Spain in the Foreign Office and Consular archives, and that for Fernando Po, Lagos, and Freetown principally in the Colonial Office archives. Matters that relate only to postal affairs may be more easily traced through the General Post Office records. Payment of Agents abroad was ultimately a matter for the Treasury, just as the control of the Packet Services came ultimately under the Admiralty, but there seems little need to refer to their records as decisions were passed on to the Departments whose archives are mentioned above and so will appear there.

The Foreign Office was set up as a separate Department of State in March 1782. Correspondence between 1782 and 1878 is classified as FO 63 for Portugal and as FO 72 for Spain. Despatches and letters to Portugal during this period comprise 1177 volumes and those to Spain 1674 volumes. Among these volumes lie the letters to the consuls who acted as Postal Agents. The main listings of these volumes give no more information than the year followed by such a note as 'Domestic matters' or 'To consuls', but the reader can find a one or two line summary of each Despatch or letter by turning to the Registers of Correspondence which list all communications in chronological order. If the reader wants to track down a matter that occurred in a particular year, he can start with the Register for that year, locate the correspondence that appears to be helpful, and then send for the volumes that contain it. Another way of approaching much of the material is through the Consular archives; those for Funchal (Madeira) are under FO 811 and 812, for St. Vincent FO 767, and for the Canary Isles (Teneriffe) FO 772.

The Foreign Office also dealt with consuls in Africa and this correspondence is listed under FO 2 in 49 volumes. Amongst it are some letters to consuls in Lagos, Fernando Po and Old Calabar, together with accounts of some Nigerian Expeditions. Other letters appear under the heading 'Slave Trade'.

Records that relate to the Colonies are also in the Public Record Office and, on the whole, this information is easier to locate. The status of Fernando Po, which began its precarious British connection in 1826, was as an adjunct to Sierra Leone. The Superintendent, as he was called at first, was appointed in 1828 and was subordinate to the Governor in Freetown. His correspondence is CO 82 and extends from 1828 to 1843 in nine volumes, to which are attached two volumes of indexes CO 82.10 and 11. Before 1828 and after 1843 the correspondence is incorporated with that of Sierra Leone.

Archives relating to Sierra Leone are very extensive and go back to 1664. Perhaps the most useful volumes are those which summarise the Governor's correspondence CO 714.144. There are also Registers of correspondence from

1849 and the Government Gazettes and Blue Books. These latter also exist for Lagos whose Registers begin in 1861 as CO 421.1.

There is another class of Colonial Correspondence entitled General and it was there that I found the Commission of Enquiry into the Gambia overprints in the reign of Edward the Seventh. A further class is that of secret Despatches which are listed as CO 694.

At the Records Department of the General Post Office documents relating to postal matters have been preserved and indexed. Post 44. 1, 3 and 12 lists various Instructions sent to Postal Agents, Post Masters and Surveyors abroad. These include Instructions to all the Agents who are the subject of this article. Post 48.30 comprises all the letters sent to Agents abroad between 1849 and 1872. The Establishment Books list the Agents together with their salaries. The Impression Books give strikes of many, but by no means all, of the cancellers sent to Post Offices, sometimes with a brief note attached. The Packet Minutes of 1811 to 1900 are well indexed and contain a mass of Minutes sent to the Postmaster General on the Packet and Postal services.

It can be seen that many of the sources of information for the postal history of former British West Africa have been preserved. The main gap lies in the Post Office Records where correspondence before 1849 and after 1871 has not been bound and made available for study. The Foreign and Colonial records generally give copies of letters from Consuls and Governors but the Post Office records do not. It can be seen then that the facts required by the postal historian lie amid a great mass of other material and both careful planning and time are needed to extract them. The main difficulty for the reader is that it may take an hour or two to have a volume fetched from the stacks. He may have two or three volumes at a time and place his order for the next couple, but he may find that those he has waited for prove of little help. Ordering the first two volumes in advance is useful.

The comments that follow in this article have been necessarily limited by the amount of time I have been able to spend in the archives. They are based on a thorough reading of the Post Office archives, on a good deal of reading in the Colonial archives, and on much less in the Foreign Office archives, but it seems worth setting down such information as I now have, particularly because former writers on West African postal history were apparently unaware of the scope of available records. None of them, for example, refer to the sets of Instructions sent out to the Agents.

Finally, it is necessary to distinguish between the Agents and the Post Masters in West Africa. The Agents were instructed by, and sometimes paid by, the General Post Office in London for that part of their work that involved the handling of the mail to and from vessels under charter to the Post Office. The term Post Master was used for those responsible for handling the mail of Colonial and other Governments. The Gambia, for example, never had an Agent. Gold Coast never had one though the Colonial Secretary asked to be paid as one. At one stage Sierra Leone had both an Agent and a Post Master: in January 1857 it was decided to appoint the same person to both Offices. On the islands the consuls acted as Agents and for some years they received salaries. With the decline of the Packet boats, the development of relatively efficient Colonial postal services,

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and postal treaties with Spain and Portugal, the need for Agents was much reduced and their Offices were all concluded before the end of the century.

Reference can be made to:

1. British National Archives. Sectional list 24.
2. The Records of the Colonial and Dominions Offices. Public Records Office Handbook number 3.
3. The Records of the Foreign Office 1782-1939. Public Records Office Handbook number 13.
4. List of Colonial Office Confidential Print to 1916. Public Records Office Handbook number 8.
5. A Guide to the Post Office Records. Historical Summary 12.

Fernando Po.

The Colonial Office Registers of Correspondence for the island, which open in 1828 and close in 1842, make no mention of postal arrangements. In 1832 the Establishment cost the British Exchequer £19,051.6.3. and the lists are exclusively military and naval. A vessel was usually stationed there and no doubt the Admiralty took care of such mail as there was. Instructions to the Superintendant stated that no encouragement should be given to British settlers, so early civilian mail may well not exist. There is no record of any Forwarding Agent ever having been on the island. Registers of Correspondence for Sierra Leone from 1849 to 1857 again give no information about postal affairs on the island, though in the early 1850s a Consul was appointed to Fernando Po and the Bights of Benin. He had oversight of the growing British interests along what is now the Nigerian coastline.

Contract mail services began to call at the island and the Consul, Mr. F.J. Hutchinson, took the opportunity of a meeting with his colleague at Lagos to make a joint approach to The General Post Office for salaries as Agents. The G. P. O. archives relating to these two Consuls open with identically worded letters to the two men dated 16.11.58 and the day later. Both had asked to be remunerated for the expense of receiving and making up the mail. Until then no arrangements had existed for collecting postage at either place. 'It appears,' wrote the Secretary of The General Post Office, 'that the time has now arrived when it may be desirable to make arrangements for that purpose At whatever amount your salary may be fixed, he will recommend to the Lords of the Treasury that such amount shall be calculated retrospectively from the time when the collection of postage actually occurs'.

In July 1860 the G. P. O. had made up its mind about Mr. Hutchinson's salary which was fixed at £50 per annum and dated from 28.3.59. This must have been the date at which prepayment of postage became possible at Fernando Po. The set of Instructions for the collection of the postage and the general handling of mail is dated 22.2.59. In June 1867 the salary was increased to £75 and continued until 1877 when Mr. Hartley, the Consul, received the final payment.

An entry in Gibbons Stamp Weekly in August 1905 says that the Office at Fernando Po was opened in 1877 and closed in 1880. The first date cannot refer to the British Agency but it may well refer to the opening of a Bureau of Exchange on the island under U.P.U. regulations as Spain joined the Union in that year. 1880 could well be the date of the closure of British postal arrangements on the island for the Consul moved his Office to Old Calabar shortly afterwards. There is a letter in the G.P.O. archives addressed to the Agent dated 26.3.77 so the Office must have been open then. Unfortunately the G.P.O. records have not been preserved after 1872 save for a few odd volumes and the writer cannot fix on the exact date of closure.

The use of British postage stamps on Fernando Po is known but raises several problems. On 26.4.58 the Secretary to the G.P.O. wrote to the Postmaster at Plymouth, which then handled West African mails, 'The Postmaster General has obtained the authority of the Lords Commissioners of the Treasury for the employment of British postage stamps at the several foreign ports or places on the West Coast of Africa to prepay the postage on letters to this country.' The Consul at Fernando Po was told in his Instructions in 1859 'Upon letters for the United Kingdom or intended to be sent through the United Kingdom you will not collect postage' and later in the same Instructions 'Letters posted at Fernando Po and prepaid by means of British postage stamps will be delivered in this country free of charge.' There is a letter to the Consul assuring him that residents in Gaboon may use British stamps, and such mail passed through Fernando Po. A further letter dated 23.7.59 states that stamps must be obliterated. One category of user of British stamps would be Officers and Seamen and there is a letter to the Agent at Freetown, Sierra Leone, telling him that he must accept all letters so stamped. The Consul had a Paid handstamp and a date stamp both of which were sent on 22.2.59, so we may presume that letters handed to the Consul and originating on the island did not usually bear stamps. It seems probable to the writer that British postage stamps cancelled in Fernando Po are ones that had arrived at the Agency from other ports or from British ships not proceeding to Great Britain.

The Paid at Fernando Po handstamp and the date-stamp have both been seen on cover and are illustrated in Robson Lowe's Encyclopaedia. Their use raises no problems and there are plenty of parallels in the other British Agencies around the world. However, Fernando Po had a canceller which read 247 with three bars above and three below. That it was used at Fernando Po, despite the fact that no covers showing it have survived, is proved from the British Post Office lists. The canceller is said by Robson Lowe and others to have had a dot following the number and is so illustrated in the Encyclopaedia. Elmham had a similar numeral and this is said to have had no dot. The writer has seen 247 with dot - and a number have been offered at auctions - but he has not seen 247 without dot. I understand that 247 without dot (presumably Elmham) was not in Brumell's collection. There are other cases of the transfer of numerals from one Office to another and this was so with the Gold Coast numerals 554 and 556 previously used at Etruria and Shelton. It would be most interesting to see the Elmham 247 on cover. Most unfortunately the G.P.O. Impression books do not give examples of either strike.

British covers from Fernando Po are scarce. There were six in the Porter sale and three in the Hinde sale - one of which had come from Porter. The Glasco sale had one cover and four single stamps cancelled 247, all of which are illustrated in the catalogue.

Lagos.

Traders had lived in this area since the fifteenth century and mission stations had been established along the coast, but Britain exercised no claims to it until a punitive raid took place in 1851 to check slave trading. A consul was appointed and in 1852 The British Africa Steam and Navigation Company began a regular mail service. As explained in the section on Fernando Po, the consul, Mr. B. Campbell, collaborated in an approach to the G. P. O. for a salary in respect of postal duties. This was finally agreed to in 1860.

The correspondence of 1859 concerning remuneration refers to the late Mr. Campbell and asks for his accounts to be sent to London so that the salary due to his estate might be determined. A letter of 18.1.60. addressed to J.S. Lodder, notes that a salary will be payable from March 1859 when Mr. Campbell had been appointed as Agent. This is presumably the month when prepayment of postage became possible at Lagos on certain mail. Payments were made to Mr. Campbell's estate, to Mr. Lodder, and a salary of £50 per annum was paid to the new Consul, Mr. G. Brand.

The last entry in the Agents' Letter Books for Lagos is in 1868 and the Establishment Books show no salary paid to an Agent after that year. By then Lagos had acquired Colonial status and the view of the G. P. O. was that Colonies should pay their own Postmasters out of their own revenue.

The Instructions sent to Lagos on 22.2.59 are identical to those sent on the same date to Fernando Po. Postage was only to be collected on mail that did not go to Britain. In August 1862 a lengthier set of Instructions was despatched. Registered mail and a book post had now been introduced and the Instructions are such that they are being reproduced in full as an Appendix to this Study.

A crowned circle handstruck mark, reading Paid at Lagos, and a circular datestamp, were both sent to the Agent on 19.2.59. Both are normally seen in black. The first is known exceptionally in red cancelling a Great Britain 6d lilac and was in the Hinde sale. After 1858 Great Britain stamps could be used in some places in West Africa and this mark was probably struck on a cover arriving from a place such as Bonny. The datestamp, which is always seen with code B, has been seen struck in blue-black on a cover to Genoa. Robson Lowe refers to another handstamp, being a circular Lagos Paid mark struck in black in 1875, but members of the Circle have not seen this and, without further verification, its existence must remain uncertain. The marks are illustrated in the Encyclopaedia.

As would be expected in a Colony, there are no records of Forwarding Agents in Lagos.

Madeira, St. Vincent (Cape De Verde), Teneriffe.

The British connection with Madeira is a very old one and mail from the island is known from the seventeenth century. During the Napoleonic Wars Britain took possession in 1801, withdrew after the Treaty of Amiens in 1802, and then reoccupied the island from 1807 until the end of the war in 1814. Two handstamps are known during this latter occupation, one reading MADEIRA (letters with seriffs 7mm high), the other PORT above BRITISH. Robson Lowe's Encyclopaedia describes five other handstamps used between 1822 and 1853. The dates of two of these can be extended, HS8 to 1856 and HS9 to 1862. Unfortunately there are no strikes of Madeira Handstamps in the G.P.O. Impression books.

The first set of Instructions concerning mail that passed through the West African Islands is that sent from the Post Office to Joseph Peppin, Agent at Rio de Janeiro, dated 1812. Mail from British Packet boats was dealt with by the Consuls on the islands who undertook this part of their work without additional remuneration until the contract signed in 1850 with The Royal Steam and Packet Company led to a considerable expansion of business in 1851. The Packet was to touch at Teneriffe, Madeira, and St. Vincent. A set of Instructions was sent to the Consuls at all the ports of call and runs to eleven pages of foolscap. Arrangements for payment of postage between ports served by the Packets were set out, the rate being 1/- per half ounce. Letters to the United Kingdom, or those passing through it, were to be sent unpaid.

In May 1851 postage at Teneriffe was temporarily suspended, pending a new Convention with Spain, but it was soon restored. However, in 1852 Teneriffe was still not allowed its own mailbag, all letters being sent to the Consul at St. Vincent. A letter to the three Consuls, dated 1853, comments that mail has been sent unpaid to West Africa, 'where no arrangements exist for its payment'. All such mail had to be prepaid.

From 1851 the question of paying the three consuls had been under consideration. In 1853 H.J. Murray of Teneriffe was awarded £100 per annum backdated to 9.1.51, J. Randall of St. Vincent £40, and G. Goddard of Madeira £75. The Consuls were, of course, not only handling mail for the Brazils and West Africa, but also for the Cape and the Far East. Evidently British subjects living abroad had been using British postage stamps in an attempt to prepay postage and a letter to H.J. Murray dated 2.7.53 points out that 'any such letters would be legally chargeable with full postage on delivery.' A letter to Teneriffe dated 20.3.57 states that registered mail cannot be sent from Teneriffe to Great Britain and another dated 23.10.57 records the despatch of dated paid stamps together with red and black ink.

During 1858 discussions were being held with Spain and Portugal which were to lead to the closure of the Agencies. Both countries wanted to take responsibility for the handling of all the mail on their islands. A letter to Teneriffe dated 22.9.58 refers to the Convention with Spain and states that the Post Office at Santa Cruz, Teneriffe, is now constituted an Office of Exchange with the Post Offices of London and Plymouth. A special bag would be made up for the Consul. The Consul raised various points of detail and a further letter of 20.11.58 made it clear that the arrangements were to apply to mail from vessels

of war and private ships as well as to the Packets. The Spanish Post Office was to collect postage on mail to British West Africa.

A very similar letter went to Madeira and St. Vincent on 16.6.59. A new Convention had been made with Portugal under which the mail to and from Great Britain was to be opened and closed by the Portuguese Post Office. As with Teneriffe, sealed bags might be sent by and to the Consul. The Consul was entitled to be present at the opening and closing of the mail to verify the weight of the contents and to take note of the postage.

The work of the three Agents was now almost at an end. Their salaries were discontinued as the holders moved to other posts or retired.

Kenneth Rowe's 'The Forwarding Agents' lists two Agents on Teneriffe who forwarded mail in 1699 and 1713, and three in Madeira who forwarded mail in 1785, 1879-80, and in 1886.

Freetown, Sierra Leone.

Sierra Leone became the principal British Colony in West Africa and for varying periods of time its Governor controlled other British settlements along the Coast. Traders had lived on York and Bunce Islands since the seventeenth century but the first settlement was in 1787 and this was shortlived. In the nineteenth century it became the centre for the prohibition of the slave trade and for the resettlement of 'Liberated Africans'. Both Methodist and Anglican missionaries were active and a sizeable trading community grew up in Freetown.

Mail before 1853 bears no postal marks of origin and it was in July of that year that Joseph E. Dillet was appointed as Agent. Previous to that he had been a writer in the Governor's Office. His salary was fixed at £25, being raised to £50 in 1855. His Instructions were sent from the General Post Office on 30.8.53 and cover thirteen pages of foolscap. The half ounce rate to Great Britain was then 1/- the half ounce and there was no charge for newspapers. Two years later the rate was reduced to 6d and there was a charge of 1d for a newspaper. The Instructions required the collection of postage to those places in West Africa where no postage could be collected. Mr. Dillet was replaced by Mr. A. Pike in March 1857 and he in turn by Mr. F. Campbell in September of that year. A letter dated March 1858 extends the arrangements for registering letters from the Colony to those passing through Great Britain to certain other countries. By the end of 1858 another Agent, Mr. I. Fitzjohn, was in office. A letter to him throws light on one aspect of the Colony's postal system, "There is," it stated, "no privilege of free transmission for any class of letter."

As mentioned in the introduction to this Study, the Sierra Leone Agent soon combined the Offices of Agent and Colonial Postmaster so his position was rather different from that of the Consuls at other ports. In 1865 he tried for a further rise in the Agent's salary but this was refused. During 1871 the entry for Sierra Leone is crossed out in the G. P. O. records and no further correspondence has been filed. In 1880 Mr. Fitzjohn was still in office and there is a file on the length of his service and arrangements for a pension. He had no successor.

In connection with the early postal history of the Colony there is an interesting letter from the Acting Governor quoted in The London Philatelist page 207 Volume 38. It is dated 27.7.55 and is addressed to the Principal Secretary for the Colonies. It states that there are no internal postal arrangements in the Colony, an attempt made in the month of February 1841 having failed for want of correspondents. The rates had started at $\frac{1}{2}$ d the quarter ounce. He gives the date of the introduction of the Agency as 6.2.53, and the date for the optional payment of postage as May 1854; a remittance of £116.16.4d being made in the six months July to December of that year. (This opening date differs from the G. P. O. 's)

The Agent was supplied with a Paid dated handstamp and also a date stamp that read Sierra Leone, both being despatched on March 21st 1854. Robson Lowe's Encyclopaedia records the Paid mark in black for 1854, but the Agent's Instructions were that the mark should be struck in red. Circle members have only seen it in red and the first recorded date is 23.6.55. A duplicate Paid handstamp was sent on 21.5.55 and they may be distinguished by the differing length of the two bars below the date. A further Paid handstamp was sent on 21.3.61, this of diameter $22\frac{1}{2}$ mm enclosed (unlike the first type) by a circle. It has been seen from 1863 in red. Later handstruck marks and cancellers would be supplied to the Colonial Post Office and so lie outside the scope of this Study. The first two handstamps were used for many years after the introduction of stamps, the Paid mark as a red backstamp on letters from the Colony, and the datestamp reading Sierra Leone as a backstamp struck in black on letters arriving in the Colony.

The author wishes to thank Mr. R.B.F. Sanderson, Mr. C. McCaig and Mrs. N.E. Thompson for their help and advice. The Circle still has a few copies of Mr. McCaig's Study of the Sierra Leone postmarks which contains illustrations of the handstamps referred to in this Study. The kind assistance of Mrs. Macnamara in the Post Office Records and of the staff at the Public Records Office is also gratefully acknowledged.

The Instructions sent to the Agents are of such interest that one set of them is being reproduced as an Appendix to this Study. In addition to those referred to under the sections in this article, one other set to a Postmaster survives, that sent to Bathurst, The Gambia, in 1858 on the opening of the Post Office. I wrote a series of articles on The Gambia in Postal History International beginning with Vol. 2 No. 4 1973 and those Instructions are printed as one of the Appendices.

P. O. Beale.

June 1974.

Memorandum for the guidance of the Postmaster at Lagos on exchanging Mails with the United Kingdom and with Intermediate places served by British Mail Packets.

1. Letters posted in the United Kingdom addressed to Lagos, or posted in Lagos addressed to the United Kingdom, whether conveyed by Packet or by Private Ship, are liable to the following rates of postage viz:

For a letter

Not exceeding $\frac{1}{2}$ oz.	6d.
Above $\frac{1}{2}$ oz and not exceeding 1 oz.	1.0
" 1 oz. do.	2 ozs 2.0
" 2 ozs. do.	3 ozs 3.0

and so on in proportion, one shilling additional being chargeable for every additional ounce or fraction of an ounce.

2. As regards the letters posted in the Colony for the United Kingdom, this postage may be collected in advance, or the letters may be sent unpaid, at the option of the Sender, but a portion only of the postage must under no circumstances be received in advance.

Upon Letters from the United Kingdom for the Colony, the prepayment of the postage in the United Kingdom will, for the present be compulsory.

3. Upon each single rated letter, the proportion of postage belonging to the Mother Country and to the Colony, respectively, will be:

- 1st When conveyed by Packet
 - 5d to the Mother Country
 - 1d to the Colony
- 2nd When conveyed by Private Ship
 - 3d to the Mother Country
 - 3d to the Colony.

Upon heavier letters the postage will be divided in the same proportion.

4. Upon letters prepaid in the Colony, the portion of the postage due to the Mother Country must be marked, in the right hand upper corner of the letter, in red ink thus,

	5
A. B.	
London	

5. Upon Letters sent unpaid, the portion of the postage due to the Colony must be marked, in black ink, thus, -

	1
A. B.	
London	

6. Particular care must be taken to mark in plain figures the sums due to the Mother Country, or the Colony, as the case may be, as these figures will be the recognized indication of the letters having been paid or not.

7. A similar course will be adopted by the office of the United Kingdom in respect to paid letters sent to Lagos.

8. Letters posted in the United Kingdom addressed to Lagos, and letters posted at Lagos addressed to the United Kingdom may be registered, if the writers desire it, provided the postage, together with the registration fee, be paid in advance.

The fee upon a registered letter posted in this Country addressed to Lagos is sixpence, and one half of the fee will, in each case, be accounted for to the Colony in the Letter Bill.

In like manner, one half of the fee upon Registered Letters sent from Lagos to the United Kingdom must be accounted for to this Country in the Letter Bill.

The amount of this latter fee must be fixed by the Colonial Government.

9. Letters from Lagos for certain British Colonies and Foreign Countries sent in transit through the United Kingdom may also be registered, and a Table, marked A. is annexed, shewing the fees to be collected upon such letters on the assumption that the fee for the registration as far as the United Kingdom only is fixed by the Colonial Government at sixpence.

In such case, the sum of threepence will, in each case be the share of the fee belonging to the Colony, and that amount should be retained by your Office and the remainder accounted for to this Country.

10. For Registered letters received in a Mail from the United Kingdom a receipt should, in each case, be obtained from the addressee on one of the forms contained in the Book transmitted herewith bearing the words "Registered Letter Delivery Receipts" on the cover. The addresses of the letters must also be entered on the fly-leaf of the Acknowledgment of the Mail by which they are received.

11. A book bearing the words "Registered Letter Book" is also sent herewith for entering, in duplicate, the addresses of Registered Letters sent from your office to the United Kingdom. The second portion of each leaf in this Book is intended to be given as a receipt to the person posting the letter. The addresses of all such letters should be entered on the Letter Bill for the United Kingdom, and they will, in like manner, be entered at this office on the Acknowledgment of the Mail by which they are received from Lagos. The letters themselves should be enclosed at your Office in an orange coloured bag; a bag of this description will be used for the registered letters sent from the United Kingdom, and the same bag can be used for the Return Registered Letters. A stamp bearing the word "Registered" will be sent to you by the next Mail: in the meanwhile, Registered letters posted at your office should have the word "Registered" written upon the face of the letter written in red ink.

12. Upon Newspapers for Lagos, the postage will be collected in this Country and no charge must be levied on delivery at Lagos, and upon those from Lagos to this Country the rate fixed by the Colony must be collected in advance and retained by your Office. No charge will be levied upon them in this Country.

13. Book Packets posted in the United Kingdom addressed to Lagos, or posted in Lagos addressed to the United Kingdom, are liable to the following rates of Postage, viz:

For a Book Packet

Not exceeding 4 ounces		3d
Above 4 ozs and not exceeding 8 ounces		6
" 8	" 1 lb.	1.0
" 1 lb	" 1½ lbs	1.6
" 1½ lbs	" 2 lbs	2.0

and so on in proportion, sixpence additional being chargeable for every additional half pound or fraction of half a pound.

The prepayment of this postage will be compulsory in either direction, and two thirds of the amount will belong to the United Kingdom, and one third to the Colony, both on Book Packets from the United Kingdom for Lagos and on those from Lagos for the United Kingdom, whether conveyed by Packet or by Private Ship. The portion of the postage due to the Mother Country must be marked upon each Packet in the same manner as upon letters.

14. A table, marked B, of the rates of postage to be collected at your office upon letters, newspapers and Books, sent in transit through the United Kingdom to British Colonies or Foreign Countries is forwarded herewith.

The rates laid down in this table to be collected upon Letters include the Colonial postage of 1d. the single letter, which must be retained by the Colony, the same as upon letters to the United Kingdom.

But the rates set forth in the Table to be collected upon newspapers and Books are exclusive of the Colonial Inland rate, which must be levied in addition and retained by your office.

15. The Postage due to the Mother Country and to the Colony, respectively, upon paid and unpaid Letters, sent in transit through the United Kingdom should be marked in the same manner as has previously been directed for letters between the United Kingdom and Lagos.

16. Upon Intermediate Letters, that is Letters addressed to any of the ports at which the West Coast of Africa Contract Mail Packets touch, conveyed direct, without passing through the United Kingdom, a rate of postage of fourpence per single letter, not exceeding half an ounce, increasing for heavier letters according to the scale laid down in paragraph 1. of these Instructions, must be collected and accounted for to the United Kingdom, and upon Intermediate Newspapers, a rate of one penny per Newspaper must be, in like manner, collected and accounted for to the United Kingdom.

The above postage is exclusive of any Colonial rate with which the letters and newspapers may be chargeable, and which rate must, of course, be collected and retained by your office,

17. The same rate of fourpence the half ounce for letters and one penny each for Newspapers must be collected and accounted for upon all letters and newspapers received at Lagos by the British Mail Packets from,

Goree - Fernando Po - Cameroons
Old Calabar and Bonny.

at which places no arrangements have been made for the collection of British Postage at the time of despatch.

Letters brought to Lagos by the British Mail Packets from Madeira, Teneriffe and Liberia, will not be liable to any postage on behalf of this Department, as the Postage chargeable will have been levied on despatch.

18. But Letters addressed to Sierra Leone, Gambia and the Gold Coast may be sent either paid or unpaid, and they will be liable to the same rates of postage as Letters for other Ports served by the British West Coast of Africa Mail Packets.

19. Every Mail despatched from the United Kingdom will be accompanied by a Letter Bill, a specimen of which, marked C, in red ink, is annexed. Upon this Letter Bill, credit will be given to the Colony for its share of the postage upon the Paid Letters and Books, and a claim will be made for the Imperial portion of the postage upon all the unpaid letters which have reached the United Kingdom addressed to Lagos, and which are forwarded in the Mail.

20. On the arrival of a Mail at Lagos, this Letter Bill must be checked and, if the entries upon it are found to agree with the contents of the Mail, an Acknowledgment, similar to the form marked D enclosed, must be forwarded to London by the first opportunity.

21. If the amount of postage marked upon the Letters does not agree with the entries on the Letter Bill, the correct amount, after the letters have been checked by two persons, at least, to ensure accuracy, must be entered in the second column of the Bill; and certified by the Officer by whom the Mail was opened. The acknowledgment should then be made out accordingly.

22. Mails brought to Lagos by the British Mail Packets from other ports on the West Coast of Africa will also be accompanied by Letter Bills, which must be checked.

23. A letter Bill, similar to the form annexed, marked B, must be forwarded with every Mail despatched from Lagos, to the United Kingdom, in which Letter Bill the amounts to the credit of the United Kingdom and Lagos, respectively, should be entered by the Despatching Officer.

24. On the arrival of the Mail in London, an Acknowledgment, specimen of which F is enclosed will be forwarded to Lagos.

25. Letter Bills similar to the Form G annexed must be sent from Lagos with the Mails despatched to other Ports on the West Coast of Africa.

26. Non-commissioned Officers, Captains Stewards, Seamen and Soldiers, while they are employed in Her Majesty's Service are privileged to send and receive letters, at the rate of one penny each, under the following regulations, viz:

1st. The penny must be paid at the time the letter is posted.

2nd. The name of the Soldier, or Seaman, his class or description and the name of the Ship, Regiment, Corps or Detachment, to which he belongs must be specified in the direction of the Letter sent to a Soldier or Seaman, and in the case of Letters sent by Soldiers or Seamen, the Officer in command must sign his name and specify his rank, and the name of the Regiment, Corps, Detachment or Ship which he commands.

3rd. The letter must not exceed half an ounce in weight.

4th The letter must relate solely to the private affairs of the Soldier or Seaman.

27. Soldiers' and Seamens letters are not liable to any additional rate of postage on redirection, and no additional postage is chargeable on the redirection of a letter addressed to a commissioned Officer of the Army or Navy, when he has removed on service, within or from any British Colony.

28. At the expiration of every month an account of the correspondence, between Lagos and the United Kingdom, during such month, showing the sums due to each, and the balance in favour of the Colony, or of the Mother Country, as the case may be, must be prepared at your Office and forwarded to London.

29. Letters missent from this Country in the Mails for Lagos must be returned to London, by the first opportunity, together with any letters that may be redirected to the United Kingdom.

30. Redirected Letters will be liable to two entire rates of postage, one for their conveyance from the United Kingdom to the Colony, and one for their conveyance from the Colony to the United Kingdom, and a claim must be made in the Letter Bill from Lagos for the share due to the Colony, out of this second rate, as well, in the case of Unpaid Letters, as the Colonial rate and the amount claimed by the United Kingdom for the first postage, in the same proportion as if the letters had originated in the Colony. A similar course will be adopted in this Country in regard to letters from Lagos and redirected back to the Colony.

31. Dead Letters must be returned monthly, under a cover addressed to the "Postmaster General, Returned Letter Branch, General Post Office, London" accompanied by a form similar to the specimen annexed to this memorandum on which the number of Letters and the amount of postage to be claimed by the Colony, if any, must be entered.

32. In like manner, Dead and Undelivered Letters originally from Lagos will be returned to the Colony and a claim made against the Colonial Post Office, in the next monthly account for the unpaid Colonial Postage originally charged against the United Kingdom.

General Post Office.
August, 1862.