



POST OFFICE DEPARTMENT,

TOPOGRAPHER'S OFFICE,

Washington, August 26, 1875.

G.L.

Sir: To enable the Topographer of this Department to determine, with as much accuracy as possible, the relative positions of Post Offices, so that they may be correctly delineated on its maps, the Postmaster General requests you to fill up the spaces and answer the questions below, and return the same, certified by your signature and dated, under cover to this Office.

Respectfully, &c.,

W. H. Washburn

Topographer P. O. Dept.

To POSTMASTER AT Grants Lick  
Campbell Co.

Kentucky

The (P. O. Dept.) name of my Office is Grants Lick P. O.

\* Its local name is .....

It is situated in center part of ..... Township, or in ..... quarter of Tract No. ....  
Township, County of Campbell, State of Kentucky

The name of the most prominent river near it is Licking

This Office is 3 miles from said river, on the East side of it, and is 2 miles from said nearest creek, on the West side of it.

The name of the nearest Office on route No. 20101, is Blairville, and its distance is 4 1/4 miles, by the traveled road, in a Northern direction from this my Office.

The name of the nearest Office, on the same route, on the other side, is Gubers and its distance is 4 1/2 miles in a N. East direction from this my Office.

The name of the nearest Office off the route is Carrollville, and its distance by the most direct road is 4 1/4 miles in a Northern direction from this my Office.

This Office is at a distance of 3 1/4 from the Burlon Station of the K. C. Railroad, on the West side of the railroad.

State, under this, the names of all other Offices near your Office, in different directions from it, and their distances from it by the most direct roads.

\* If the town, village, or site of the Post Office be known locally by another name than that of the Post Office, state that other name here, that it may be identified on any published map of the State (or Territory,) if appearing thereon.

† A diagram of the township (or, where the land is not so divided, a sketch map,) showing the precise location of your Office, together with the adjoining Post Offices, towns, or villages, the roads, railroads, and larger streams or creeks, in addition to the above verbal description, will be useful, and is desired.

A correct map of the locality and adjacent country might be furnished by your County Surveyor, but this must be without expense to the Post Office Department; it being, however, for the general interest and advantage of the community to have the Post Offices correctly located on the maps; it may be expected that this will be cheerfully furnished on proper application.

State (on margin of this sheet) whether there is on file at your county seat (court-house), or in the hands of your County Surveyor, a Map of the county.

State also the present Surveyor's name and Post Office address.

(Signature of Postmaster.) Henry Huffman

(Date.) Sept. 8/75

Surveyor  
J. E. Ellis, Newport 1/2

Post Office Department

FOURTH ASSISTANT POSTMASTER GENERAL

Washington Feb 25, 1914



*Second request.*

Sir:

In order that this office may determine, with as much accuracy as possible, the relative positions of Post Offices, so that they may be correctly delineated on its maps, please carefully answer the questions below, and furnish the diagram on the other side, returning the same as soon as possible, verified by your signature and dated.

Respectfully,

*J. J. Hanley*  
Fourth Assistant Postmaster General.

To Postmaster at

*Grants Lick  
Campbell Co*

The (P. O. Dept.) name of my Office is

*Grants Lick*

If the town, village, or site of the Post Office be known by another name than that of the Post Office, state that other name here:

My Office is situated in \_\_\_\_\_ part of \_\_\_\_\_ Township, or in \_\_\_\_\_ quarter of Tract \_\_\_\_\_  
Magisterial District \_\_\_\_\_ Township, County of *Campbell*  
State of *Kentucky*

The name of the most prominent river near it is *Licking River*  
The name of the nearest creek is *Phillips Creek*

My Office is *4* miles from said river, on the *East* side of it, and is *100* yards from said nearest creek, on the *North* side of it.

My Office is on Mail Route No. *29431 head of route*

My Office is a *Special* Office supplied from *RFD No 4 Centre* *7* miles distant.  
The name of the nearest Office on my route is *Clayville*, and its distance is *4 1/4* miles, by the traveled road, in a *North* direction from this, my Office.

The name of the nearest Office, on the same route, on the other side, is *none* and its distance is *none* miles in a *none* direction from this, my Office.

The name of the nearest Office off the route is *Newton*, and its distance by the most direct road is *4* miles in a *west* direction from this, my Office.

My Office is at a distance of \_\_\_\_\_ from the track of the \_\_\_\_\_

*Not on any Railroad* Railroad, on the \_\_\_\_\_ side of the railroad.

My Office is *4* miles, air-line distance, from nearest point of my County boundary.

(Signature of Postmaster) *J. J. Hanley*

(Date) *March 3<sup>rd</sup> 1914*

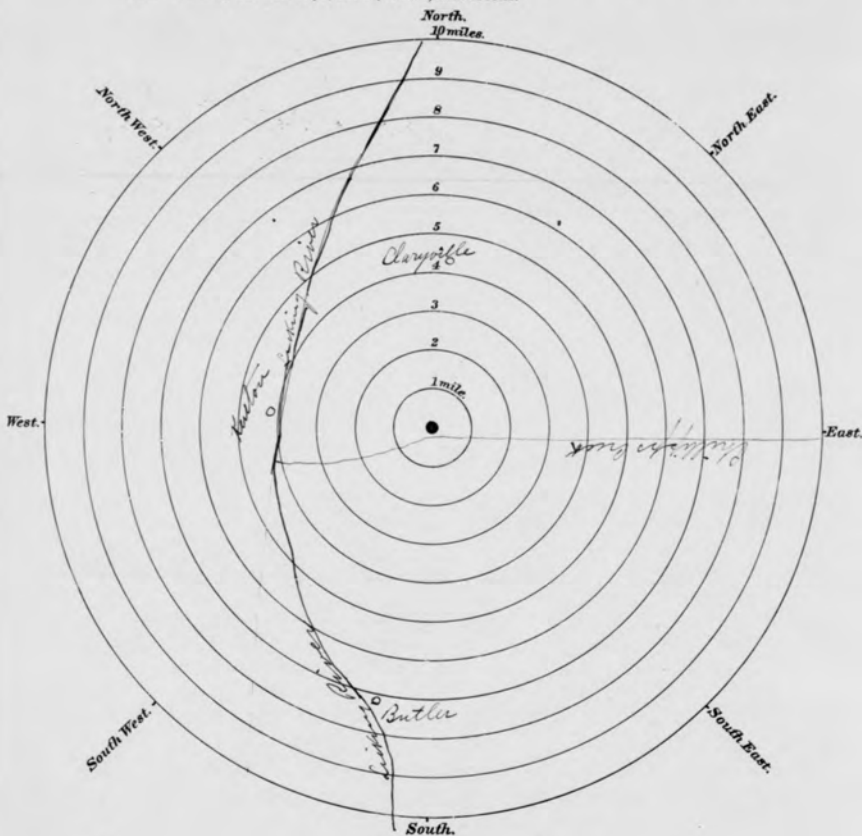
## DIAGRAM, EXPLANATION, AND INSTRUCTIONS.

The dot in the center of the 1-mile circle represents the site of your office.

The surrounding offices should be carefully located by placing dots on or between the mile circles at the exact distance, and in the right direction from your office, and their names plainly written.

If it should be necessary to designate an office which is over 10 miles from your site, place the dot outside of the 10-mile circle, write the name of such office, and state its distance from your site.

Draw distinctly the railways, roads, rivers, and creeks.



Post Office Department  
FOURTH ASSISTANT POSTMASTER GENERAL  
Washington

RETURN TO  
DIVISION OF TOPOGRAPHY

Postmaster,

GRANTS LICK,

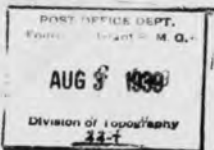
JUL 20 1939

KY.

The following information is required in order that your post office may be shown in its proper location on postal maps. Please complete this form immediately and return it without delay with the map or sketch described on the reverse side. A letter of reply is not necessary.

*S. W. Mardum*  
FOURTH ASSISTANT POSTMASTER GENERAL

1. Street address of post office U.S. 27 County Campbell
2. Township \_\_\_\_\_ (If location is described by section, township, and range, fill in line 3.)
3. \_\_\_\_\_ quarter of section \_\_\_\_\_ Township \_\_\_\_\_ N. or S. \_\_\_\_\_ Range \_\_\_\_\_ E. or W. \_\_\_\_\_
4. Nearest adjoining county Pendleton How far: Shortest air distance? 2 mi By road? 2 1/2 mi
5. Nearest U. S. or State highway On U.S. 27 Direction from P. O. \_\_\_\_\_ Distance \_\_\_\_\_
6. Name of nearest railroad station Butler Name of railroad Louisville, Nashville
7. Distance by road to railroad station 7 Miles Direction from post office South
8. Shortest air distance to nearest tracks 2 1/2 Miles Direction from post office West
9. Nearest streams or bodies of water (state whether river, creek, branch, lake, ocean, etc.):
- | Name                  | Direction from post office | Distance           |
|-----------------------|----------------------------|--------------------|
| <u>Phillips Creek</u> | <u>East</u>                | <u>50 ft.</u>      |
| <u>Licking River</u>  | <u>West</u>                | <u>2 1/2 miles</u> |
10. Post offices nearest to your office (one in each general direction):
- | Name                  | County           | Direction from your office | Distance by road |
|-----------------------|------------------|----------------------------|------------------|
| <u>Alexandria, Ky</u> | <u>Campbell</u>  | <u>North</u>               | <u>8 miles</u>   |
| <u>Mentor, Ky</u>     | <u>" "</u>       | <u>East</u>                | <u>10 "</u>      |
| <u>Butler, Ky</u>     | <u>Pendleton</u> | <u>South</u>               | <u>7 "</u>       |
| <u>Keaton, Ky</u>     | <u>Keaton</u>    | <u>West</u>                | <u>3 "</u>       |
11. How is mail supplied to your office? X X From where? Newport Ky, Alexandria Ky  
(Railroad, star route, rural route, etc.)



4901-9-R1 (Location Paper)

(Signed)

Post office

(OVER)

(Date) July - 31 - 39

*Stephen J. Shumway*  
Postmaster  
Grants Lick, Ky.

5-1074

**IMPORTANT.**—A map or sketch showing the location of your post office must be submitted with the return of this paper. A printed map, such as prepared by the county or city engineer, is preferred, if it can be furnished without expense to the Department. Be sure, however, to mark on it the exact site of the post office, placing a small dot in the proper square or block and on the proper side of the street.

If a separate map cannot be furnished it is necessary to submit a sketch as described below.

These diagrams are furnished simply to make it easier to draw a sketch that will show correct distances from your post office.

#### SQUARE DIAGRAM

Use this diagram if your post office is located in an area described by section, township, and range, and you have filled in line 3 on the other side. Otherwise use the circular diagram.

Place a small dot representing your post office in the proper quarter-section and fill in the blanks for township and range numbers.

Then draw the following features:  
(Note that one-half inch on the paper equals 1 mile on the ground.)

- Adjacent post offices (show with small dots and name).
- Railroads (show by single line with cross marks; name).
- Highways (show by double lines close together and mark U. S. and State numbers; name in margin the post office to which each road leads).
- Rivers, creeks, lakes, etc. (show by wavy lines and name).
- County line (show by dashes).

#### CIRCULAR DIAGRAM

Use this diagram if your post office is NOT located in an area described by section, township, and range.

Let the dot in the center of the circle represent your post office.

Then draw the features a, b, c, d, and e, as described above. (Note the scale of this diagram: One-quarter inch equals 1 mile.)

