

(No. 40.)

POST OFFICE DEPARTMENT,

CONTRACT OFFICE,

WASHINGTON, D. C. *febr. 4<sup>th</sup>*, 187*0*

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, verified by your signature and dated, under cover to this Office.

Respectfully, &c.,

*Wm. C. Foster*  
Second Assistant Postmaster General.

To POSTMASTER AT *Newport (Cch.)*

*Campbell Co*

The (P. O. Dept.) name of my office is *Newport*

Its local name is *Newport*

It is situated in *Campbell* County of *Kentucky* State of *Ohio* Township, *St. Clair*

The name of the most prominent river near it is *Taylor*

The name of the nearest creek is *St. Clair*

This office is *on* ~~miles from~~ said river, on the *South* side of it, and is

*10* ~~miles from~~ said nearest creek, on the *West* side of it.

The name of the nearest office on route No. *9649* is *Cornington*, and its distance is *1* mile, by the traveled road, in a *Westerly* direction from this my office.

The name of the nearest office, on the same route, on the other side, is *End of route* and its distance is *1* miles in a *Westerly* direction from this my office.

The name of the nearest office off the route is *Dale*, and its distance by the most direct road is *4* miles in a *South-east* direction from this my office.

This office is at a distance of *1* from the *no rail road on route* Station of the *no rail road* Railroad, on the *no rail road* 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. *Circumlat, wets, 2 miles. Gayton 2, no*

\* 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.)

*B. L. Winans*

(Date.)

*Feb. 17<sup>th</sup> 1870*

*Please to see maps of the County of Campbell, Ky. extract the name of the County Surveyor, name as*

*with map*

*see Feb 17*

Please give location of your office by street & intersecting streets.

F.M.P.

DIVISION OF EQUIPMENT AND SUPPLIES

Post Office Department  
FOURTH ASSISTANT POSTMASTER GENERAL  
Washington

Aug. 24 '16

Postmaster, Newport,  
Campbell Co.,  
Ky.

In order that the site of your post office may be accurately represented upon the post-route maps, it is requested that you carefully answer the questions below and furnish a sketch, according to instructions on opposite side of paper, which should be returned to this Division as soon as possible.

FOURTH ASSISTANT POSTMASTER GENERAL.

The name of my post office is Newport, Ky.

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 post office is situated on the North East Cor. of 8th St and  
of Washington Ave. Number \_\_\_\_\_ Township, \_\_\_\_\_  
County of Campbell State of Ky.

The name of the nearest river is junction of the Ohio & Dicking Rivers  
distance of \_\_\_\_\_ on the \_\_\_\_\_ side of it.  
N., S., E., or W.

The name of the nearest creek is \_\_\_\_\_, and the post-office building is at a  
distance of \_\_\_\_\_ on the \_\_\_\_\_ side of it.  
N., S., E., or W.

The name of the nearest office on my route is \_\_\_\_\_  
and its distance is \_\_\_\_\_ miles, by the traveled road, in a \_\_\_\_\_ direction from this, my office.  
N., S., E., or W.

The name of the nearest office on my route, on the other side, is \_\_\_\_\_  
and its distance is \_\_\_\_\_ miles, in a \_\_\_\_\_ direction from this, my office.  
N., S., E., or W.

The name of the nearest office not on my route is \_\_\_\_\_  
and its distance is \_\_\_\_\_ miles, by the traveled road, in a \_\_\_\_\_ direction from this, my office.  
N., S., E., or W.

The post-office building is on the \_\_\_\_\_ side of the \_\_\_\_\_ Railroad,  
and at a distance of \_\_\_\_\_ from the track.

The railroad station name is Newport, Ky.

My post office is on the northern boundary from the nearest point of my  
county boundary.

JACOB POLL

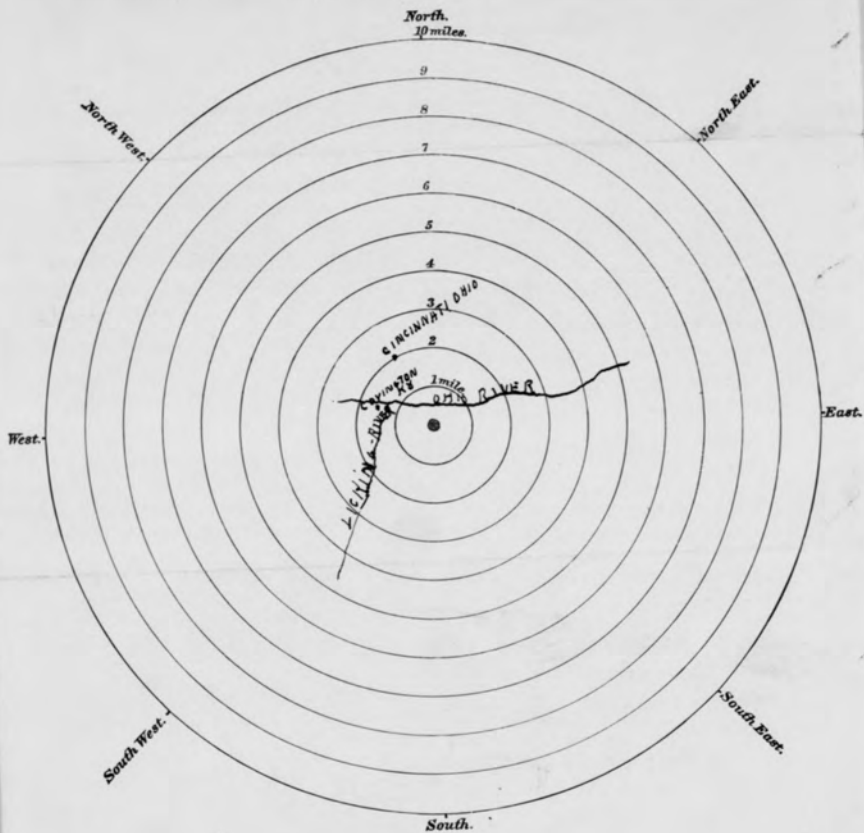
Postmaster: Newport, Ky.

Date: Aug 26-16

DIAGRAM, EXPLANATION, AND INSTRUCTIONS.

The dot in the center of the 1-mile circle represents the site of the post 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 the post office, and their names plainly written.  
Draw distinctly the railways, roads, rivers, and creeks.

5-4225



N.

**Post Office Department**  
**FOURTH ASSISTANT POSTMASTER GENERAL**  
**Washington**

RETURN TO  
 DIVISION OF TOPOGRAPHY

Postmaster,

**NEWPORT,**

**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. M. Anderson*  
 FOURTH ASSISTANT POSTMASTER GENERAL

N. E. Cor. 8th & Washington Ave.  
 Newport, County Campbell, Ky.

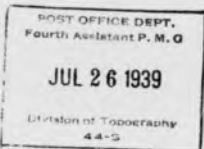
1. Street address of post office \_\_\_\_\_
2. Township \_\_\_\_\_ (If location is described by section, township, and range, fill in line 3.)
3. \_\_\_\_\_ quarter of section \_\_\_\_\_ Township \_\_\_\_\_ N. or S. \_\_\_\_\_ Range \_\_\_\_\_ E. or W. \_\_\_\_\_
4. Nearest adjoining county Kenton How far: Shortest air distance? Adjacent By road? \_\_\_\_\_  
 directly through city \_\_\_\_\_
5. Nearest U. S. or State highway 27 Direction from P. O. \_\_\_\_\_ Distance \_\_\_\_\_
6. Name of nearest railroad station C. & O. Name of railroad Chesapeake & Ohio
7. Distance by road to railroad station \_\_\_\_\_ Direction from post office South
8. Shortest air distance to nearest tracks \_\_\_\_\_ Direction from post office \_\_\_\_\_
9. Nearest streams or bodies of water (state whether river, creek, branch, lake, ocean, etc.):

Name	Direction from post office	Distance
<u>Ohio River</u>	<u>North</u>	<u>Boundary</u>
<u>Licking River</u>	<u>West</u>	<u>"</u>

10. Post offices nearest to your office (one in each general direction):

Name	County	Direction from your office	Distance by road
<u>Cincinnati, Ohio.</u>	<u>Hamilton</u>	<u>North</u>	<u>Adjacent</u>
<u>Covington, Ky.</u>	<u>Kenton</u>	<u>West</u>	<u>Adjacent</u>
<u>Cold Spring, Ky.</u>	<u>Campbell</u>	<u>South</u>	<u>6.1/2 mi</u>
<u>Silver Grove, Ky.</u>	<u>Campbell</u>	<u>East</u>	<u>8 mi</u>

11. How is mail supplied to your office? Railroad and Motor vehicle service from  
 (Railroad, star route, rural route, etc.) From where? Cincinnati, O.



(Date) July 24-39

(Signed) *W. H. Eimer*  
 Postmaster.

Post office NEWPORT, KY.

(OVER)

4901-2-R1 (Location Paper)

8-11574

*Pencil Sketch*

**& Branches**

**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.)

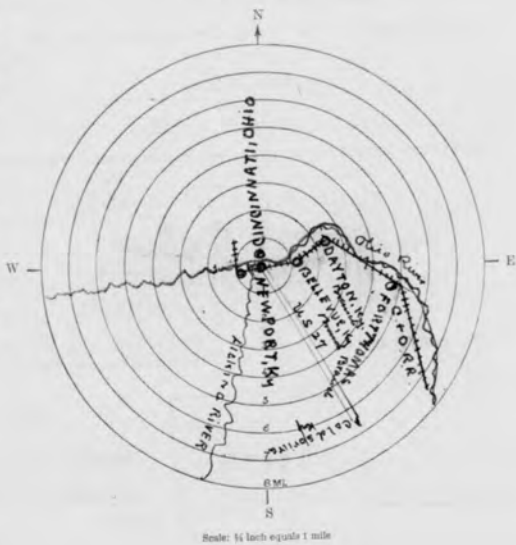
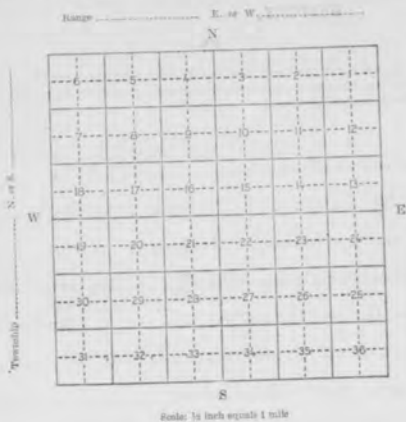
- a. *Adjacent post offices (show with small dots and name).*
- b. *Railroads (show by single line with cross marks; name).*
- c. *Highways (show by double lines close together and mark U. S. and State numbers; name in margin the post office to which each road leads).*
- d. *Rivers, creeks, lakes, etc.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

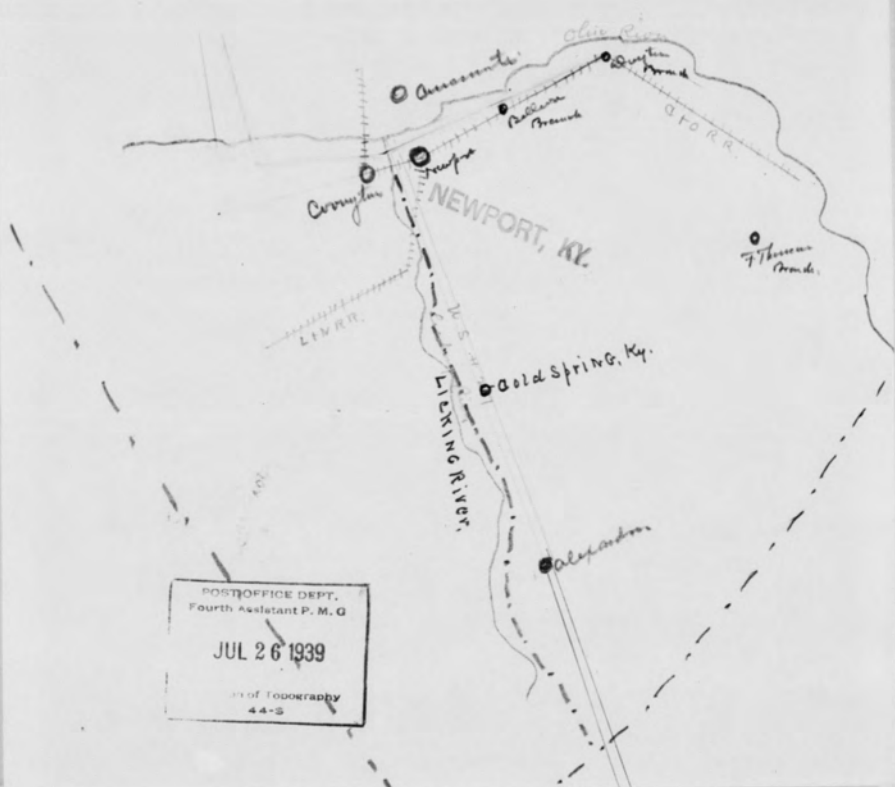
**CIRCULAR DIAGRAM**

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.)





POST OFFICE DEPT.  
 Fourth Assistant P. M. G  
**JUL 26 1939**  
 Bureau of Topography  
 44-5