

POST OFFICE DEPARTMENT
OFFICE OF THE
FOURTH ASSISTANT POSTMASTER GENERAL
WASHINGTON

Dec. 2, 1908.



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.

Very respectfully,

Fourth Assistant Postmaster General.

To POSTMASTER AT Covington,
Kenton Co.,
Ky.

The (P. O. Dept.) name of my Office is Covington
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: None
My Office is situated in North part of _____ Township, or in _____ quarter of Tract No. Covington Township, County of Kenton
State of Ky.

The name of the most prominent river near it is OhioThe name of the nearest creek is BanklickMy Office is 1/3 miles from said river, on the South side of it, and is 5 1/2 miles from said nearest creek, on the South side of it.My Office is on Mail Routes, No. 229, 227, 194, 229, 183 & Star Route 2942 miles distant.

My Office is a Special Office supplied from _____, and its distance is _____ miles, by the traveled road, in a _____ direction from this, my Office.

The name of the nearest Office, on the same route, on the other side, is _____ and its distance is _____ miles in a _____ direction from this, my Office.

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

My Office is at a distance of 1/2 mile from the track of the C. & K. Railroad, on the East side of the railroad.My Office is 1/3 miles, air-line distance, from nearest point of my County boundary.

(Signature of Postmaster)

(Date) Dec 7, 1908

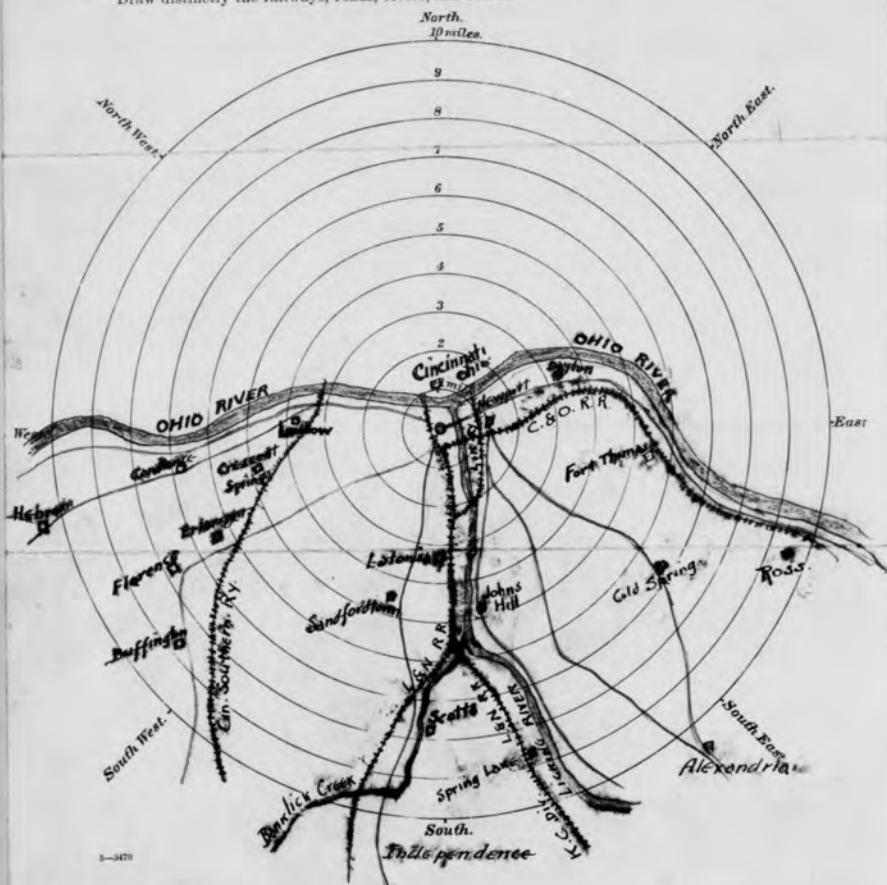
DIAGRAM, EXPLANATION, AND INSTRUCTIONS.

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.



5-3470

Red Lines: Turnpines.

F.M.P.
DIVISION OF TOPOGRAPHY

JUN 9 1916

COVINGTON, KY.
MAY 22 1916
RECEIVED

C

Post Office Department
FOURTH ASSISTANT POSTMASTER GENERAL
Washington

May 20 '16

SIR:

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.

Respectfully,

To Postmaster at Covington,
Kenton Co.,
Ky.

J. J. France
Fourth Assistant Postmaster General.

The name of my post office is Covington, 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 in the NE part of Covington _____ Township,

or in _____ quarter of tract _____ Number _____ Name _____ Township _____

County of Kenton _____ State of Kentucky _____

The name of the nearest river is Ohio on the North, Licking on the East, and the post-office building is at a distance of 1000 ft. South of the Ohio and 1500 ft. West of the Licking.
N, S, E, or W.

The name of the nearest creek is Banklick _____, and the post-office building is at a distance of 3 5/8 miles _____ on the North side of it.
N, S, E, or W.

The name of the nearest office ~~on my route~~ is Cincinnati, Ohio _____ and its distance is 0.25 miles, by the traveled road, in a northern direction from this, my office.
N, S, E, or W.

The name of the nearest office ~~on my route~~, on the other side, is Newport, Kentucky _____ and its distance is 2.07 miles, in an eastern direction from this, my office.
N, S, E, or W.

The name of the nearest office ~~on my route~~ is Erlesanger, Ky. _____ and its distance is 7 1/4 miles, by the traveled road, in a westerly direction from this, my office.
N, S, E, or W.

The post-office building is on the east side of the C. & O. and L. & N. _____ Railroad, and at a distance of 0.57 _____ from the track.
N, S, E, or W.

The railroad station name is Covington, Kentucky _____

My post office is 1500 ft. _____ air-line distance, westerly from the nearest point of my county boundary.
N, S, E, or W.

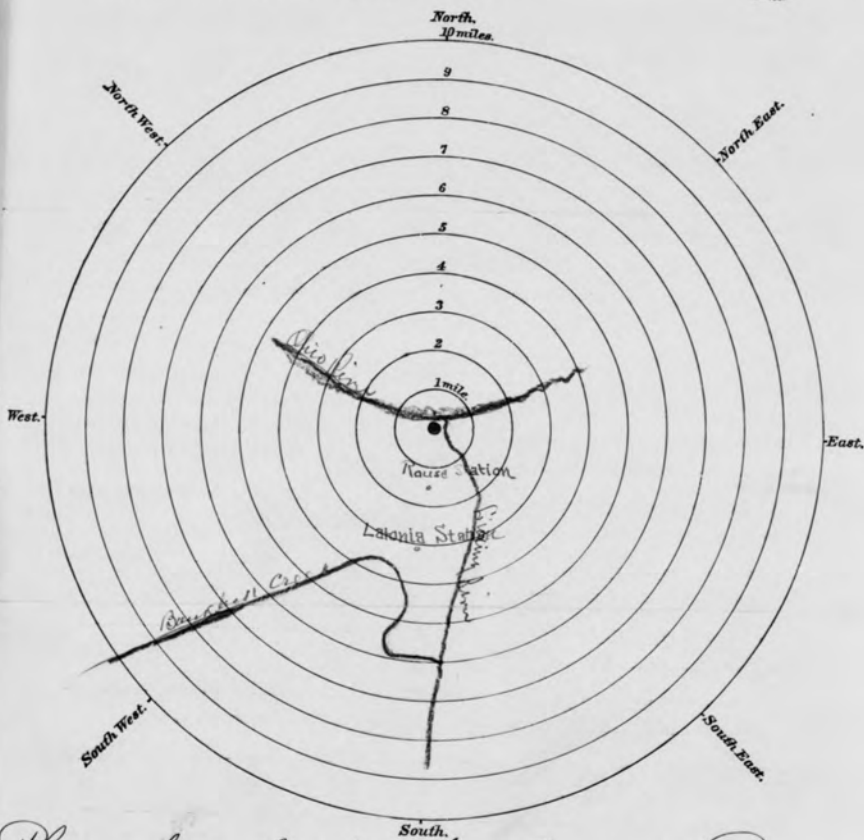
Postmaster: *Jim S. Mace*

Date: June 6, 1916.

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.

S-4225



Please show location of Latonia + Rouse Stations.

Post Office Department
FOURTH ASSISTANT POSTMASTER GENERAL
Washington

RETURN TO
 DIVISION OF TOPOGRAPHY

Postmaster,
COVINGTON,

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.

H. G. Klosterman
 FOURTH ASSISTANT POSTMASTER GENERAL

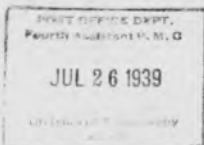
1. Street address of post office 3rd & Scott Streets County Kenton
2. Township _____ (If location is described by section, township, and range, fill in line 3.)
3. _____ quarter of section _____ Township _____ N. or S. _____ Range _____ E. or W. _____
4. Nearest adjoining county _____ How far: Shortest air distance? _____ By road? _____
5. Nearest U. S. or State highway _____ Direction from P. O. _____ Distance _____
6. Name of nearest railroad station _____ Name of railroad _____
7. Distance by road to railroad station _____ Direction from post office _____
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
_____	_____	_____
_____	_____	_____

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>2 Miles</u>
<u>Newport, Kentucky</u>	<u>Campbell</u>	<u>East</u>	<u>2 1/2 Miles</u>
<u>Independence, Ky.</u>	<u>Kenton</u>	<u>South</u>	<u>12 Miles</u>
<u>Constance, Ky.</u>	<u>Boone</u>	<u>West</u>	<u>6 Miles</u>

11. How is mail supplied to your office? Motor Vehicle From where? Cincinnati, Ohio
 (Railroad, star route, rural route, etc.)



(Date) July 25, 1939

Harry G. Klosterman,
 Postmaster

(Signed) *H. G. Klosterman* Postmaster.
 Post office COVINGTON, KENTUCKY Postmaster.

4901-2-111 (Location Paper)

(OVER)

D-11874

City Map

stations & 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.)

- 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.)

