

J.W.

R.

TOPOGRAPHER
AN 3 1899
P. O. DEPT.

Post Office Department,

TOPOGRAPHER'S OFFICE,

Washington, D. C., Dec 19, 1898,

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 carefully to 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, under cover to the Topographer's Office, Post Office Department.

Respectfully, etc.,

A. von Haake
Topographer P. O. Dept.

To POSTMASTER AT Rectortville,
Mason Co. Ky.

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

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: Rectortville

My Office is situated in East part of _____ Township, or in _____ quarter of Tract No. Orangeburg Township, County of Mason State of Kentucky

The name of the most prominent river near it is Ohio

The name of the nearest creek is Leabin

My Office is 3 miles from said river, on the South side of it, and is 2 miles from said nearest creek, on the South side of it.

My Office is on Mail Route No. 28122

My Office is a Special Office supplied from Maysville, 8 miles distant.

The name of the nearest Office on my route is Plumville, and its distance is 2 1/2 miles, by the traveled road, in a N. W. direction from this, my Office.

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

The name of the nearest Office off the route is Orangeburg, and its distance by the most direct road is 3 1/2 miles in a S. W. direction from this, my Office.

My Office is at a distance of 4 miles from the track of the Chesapeake and Ohio Railroad, on the South side of the railroad.

My Office is 3/4 miles, air-line distance, from nearest point of my County boundary.

(Signature of Postmaster) James S. Cooper
(Date) Dec 30th 1898.

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.)

