

Postal Card Society of America.

ALBERT SCHINDLER,
EXCHANGE AND PURCHASING MANAGER,
 131 East 117th St., New York City.

ALBERT SCHINDLER,
 3158 GROVELAND AVENUE,
 CHICAGO.

RULES OF THE PURCHASING DEPARTMENT.

The Superintendent will do his utmost to procure the new issued, unused, postal cards and letter cards of all countries at the lowest prices, either direct from the Postal authorities or in other ways. The Superintendent hopes to secure the kind assistance of all the members.

Every member who desires to take part in this department must remit the Superintendent five dollars, and will receive, after arrival here, the ordered cards in a registered letter. When a member's credit with the Superintendent drops to one dollar he must remit enough to make his original five dollars good, otherwise the Superintendent cannot order any more new cards for him.

If a member is desirous of obtaining foreign cards which are already in use, the Superintendent will endeavor to procure them upon request.

Every month the ordered cards, as well as those distributed among the members, will be published in the Society's organ.

RULES AND REGULATIONS OF THE EXCHANGE DEPARTMENT.

1. An exchange of postal cards and letter cards will be formed among the members of the Society, which will be under the direction of the Superintendent. All disputes shall be referred to the Trustees.

2. The privilege to exchange postal cards and letter cards is open to members only.

3. The forwarding of exchange covers will be, for the present, only between members in the United States. The forwarding to members in other countries is left to the option of the Superintendent. Every member must prepay all expenses in forwarding exchanges.

4. Every member must mark the price of each card plainly in the proper place. Each envelope must not contain more than twenty pieces, and must have a value of not less than one dollar. The name of the owner must be written on the outside of the envelope.

5. Envelopes (or covers) for cards will be furnished by the Superintendent at 5 cents each, and *only these covers will be accepted.*

6. The circulation of each forwarding will be alternate. Every forwarding will be accompanied by a slip showing to whom each member must forward the envelopes. Exchange lots are to be held only two days. Otherwise a fine of five cents a day will be imposed upon the member. Should the delay be extra long the member is subject to suspension from the department unless a good excuse is offered. The Exchange Superintendent must be notified immediately upon the forwarding of an exchange lot to the next on circuit as to the time of such forwarding, as well as to the amount removed by the member. Members should notify the Superintendent of any change in address.

7. Members having no duplicates in the exchange, but wishing to receive covers and purchase for cash, can do so by applying to the Superintendent. Such members are required to remit cash to the Superintendent with the notification, as provided for in Section 6 of these Rules, for the cards removed by them.

8. The member removing a card from a cover must write his name plainly in ink in the space provided, and also the total amount taken therefrom on the back of the sheet and also on the account sheet attached at the end of each package. If a name or amount is missing, it shall be the duty of the next member in turn to notify the previous one and note the error on the sheet, failure to note such an error will make the last party responsible.

9. After the covers have made their rounds, they will be returned to the owner by registered mail or express.

10. The statement of account will be rendered as soon as possible. Eight days are allowed after members receive their statement in which to settle balances due the Exchange department. Balances to the members will be remitted as soon as the accounts can be adjusted. The Superintendent shall deduct 10% from all sales to compensate himself for expenses, any surplus to be set aside for a reserve fund.

11. Members must notify the Superintendent if they desire to have exchanges discontinued.

12. All members belonging to the Exchange must sign these Rules, which shall be kept by the Superintendent.

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I AGREE with the foregoing Rules, and in proof thereof attach my
signature this _____ day of _____ 189