

*Convention for the exchange of Money Orders between the Republic of Liberia and The United States of America.*

April 25, 1903.

June 9, 1903.

The postal administration of the Republic of Liberia and the Post Office Department of the United States of America being desirous of establishing a system of exchange of Postal Money Orders between the two countries, the undersigned, the Postmaster General, for the Republic of Liberia, and the Postmaster General, for the United States of America, duly authorized for that purpose, have agreed upon the following Articles:

Preamble.

## ARTICLE 1.

There shall be a regular exchange of Money Orders between the two countries.

Exchange of money orders.

## ARTICLE 2.

The amounts of Orders in both directions shall be expressed in United States money; and to provide for the fluctuations of the rate of exchange between the two countries, it is agreed that all amounts shall be converted into their proper equivalents by the postal administration of Liberia; that is to say, the sums received by the postal administration of Liberia for Orders drawn on the United States shall be converted at the time of issue into United States money, at the current rate of exchange, and the amounts of Orders drawn in the United States on Liberia shall in like manner be rendered by the postal administration of Liberia into the currency of Liberia at the current rate of exchange on the day of the arrival of the list described in Article 9.

To be expressed in United States money.

## ARTICLE 3.

1. The maximum of each Order is fixed at one hundred dollars (\$100).
2. No Money Order shall include a fractional part of a cent.

Maximum amounts.  
Fractions.

## ARTICLE 4.

The amounts of Money Orders shall be deposited by the remitters and paid to the payees in gold coin, or in other legal money of the same current value. However, in case there should be in circulation in either country a paper currency of legal tender but of less value than gold, the administration of that country shall have the right to receive and employ the same in its relations with the public, taking into account the difference of value.

Payment in legal money, etc.

## ARTICLE 5.

Rates of fees.

1. The postal administration of Liberia shall have power to fix the rates of fees paid by the public on all Money Orders issued in Liberia, and the Post Office Department of the United States shall have the same power in regard to all Money Orders issued in the United States.

Fees payable in advance.

2. Each country shall communicate from time to time to the other its tariff of charges (fees paid by the public), which shall be established under this convention, and these rates shall in all cases be payable in advance by the remitters, and shall not be repayable.

No additional charges.

3. The Money Orders and the receipts given upon such Orders, as well as the receipts that may be delivered to the remitters, shall not be subjected, at the expense of the remitters or payees of the amounts, to any charge or tax whatever in addition to the fees to be received in virtue of Sections 1 and 2 of this article.

## ARTICLE 6.

Fees to be retained.

Each country shall keep the fees paid by the public charged on all Money Orders issued within its jurisdiction.

## ARTICLE 7.

Offices of exchange.

The service of the Postal Money Order System between the two countries shall be performed exclusively by the agency of intermediary offices of exchange. On the part of Liberia the office of exchange shall be Monrovia, and on the part of the United States the office of exchange shall be New York, N. Y.

## ARTICLE 8.

Names and address.

1. No Money Order shall be issued unless the applicant furnish in full the surname, and at least the initial of one given name, both of the remitter and the payee, or the name of the firm or company who are the remitters or payees, together with the address of the remitter and that of the payee.

2. If, however, any applicant for a Money Order shall tender the name of either the remitter or payee at greater length, such particulars shall be received and entered in the list.

## ARTICLE 9.

Lists.  
Post, p. 2163.

1. The particulars of all Money Orders drawn in the United States upon Liberia shall be entered at the Exchange Office, New York, N. Y., in a list similar to the form marked "A" (in the Appendix), in which shall be shown the amount of each Order in United States money, which list, after having received the impression of the New York dating stamp, shall be forwarded to the Exchange Post Office of Monrovia, where it shall be impressed with the date stamp of that office, and where the requisite arrangements for effecting payment of the Orders shall be carried out.

Post, p. 2164.

2. In like manner the particulars of Money Orders drawn in Liberia upon the United States shall be entered at the Exchange Office at Monrovia in a list similar to the form marked "B" (in the Appendix), in which shall be shown the amount of each in the money of both countries, which list, after having received the impression of the dating stamp of that office, shall be forwarded to the Exchange Office at New York, N. Y., where it shall receive the impression of the dating stamp in use in that office, and where the necessary arrangements for effecting payment of the Orders shall be carried out.

3. Each list, as well as the entries in the lists dispatched, shall be numbered consecutively 1, 2, 3, 4, 5, etc., in the order of dispatch, commencing on July 1 of each calendar year, and the receipt of each list shall be acknowledged on either side by means of the first subsequent list forwarded in the opposite direction. (Form "A—reverse" of Appendix.)

To be numbered.

Post, p 2164.

4. Such a list shall be transmitted by each mail dispatched from Monrovia to the port of New York, and vice versa, and of each list dispatched a duplicate shall be sent by the following mail.

Duplicates, etc.

5. Should it happen that on the day when the list is to be dispatched there are no Orders to be certified for payment, the list must nevertheless be sent. But, in that event, the Exchange Office will write across the list the words: "No Money Orders."

6. Should any list, or the duplicate thereof, not be received in due course, the dispatching Exchange Office, on receiving information to that effect, shall transmit without delay a duplicate or triplicate of the list duly certified as such.

## ARTICLE 10.

1. As soon as the list of the dispatching office shall have reached the receiving office of exchange, the latter shall re-issue Money Orders in favor of the payees for the amounts specified in the list, and shall forward them, free of postage, to the addressees or to the offices of destination, in conformity with the regulations in each country for the payment of Money Orders.

Receipt of list from  
dispatching office, etc.

2. When the lists shall show irregularities which the receiving office shall not be able to rectify, that office shall demand an explanation with as little delay as possible. Pending the receipt of the explanation, the reissue of Money Orders of payment, relating to the entries found to be erroneous in the list, should be suspended.

3. One copy of each exchange list ("A" and "B") shall be returned by the receiving office of exchange to the dispatching office, but, before returning such copy, the receiving Exchange Office shall enter therein the names of the respective offices of payment of the Orders enumerated in the list, and, in the lists from the United States, returned by the Exchange Office at Monrovia, the latter office shall also enter the amount of each Order in the money of Liberia according to the conversion made by it.

## ARTICLE 11.

1. The Orders issued by each country on the other shall be subject as regards payment to the regulations which govern the payment of Domestic Money Orders in the country on which they are drawn.

Orders subject to  
regulations governing  
domestic orders.

2. The paid Orders shall remain in the possession of the country of payment.

## ARTICLE 12.

When it is desired that any error in the name of the remitter or payee shall be corrected, or that the amount of a Money Order shall be repaid to the remitter, application must be made by the remitter to the postal administration by which the Order was issued.

Errors.

## ARTICLE 13.

Duplicate Orders shall only be issued by the postal administration of the country in which the original Orders were payable, and in conformity with the regulations established or to be established in that country.

Duplicates.

## ARTICLE 14.

## Repayment.

1. Repayment of Orders to remitters shall not be made until an authorization for such repayment shall first have been obtained by the country of issue from the country where such Orders are payable, and the amounts of the repaid Orders shall be duly credited to the former country in the quarterly account (Article 16).

2. It is the province of each postal administration to determine the manner in which repayment to remitters is to be made.

## ARTICLE 15.

Orders not paid  
within twelve months  
void, etc.

1. Orders which shall not have been paid within twelve calendar months from the month of issue shall become void, and the sums received shall accrue to, and be at the disposal of, the country of origin.

2. The postal administration of Liberia shall, therefore, enter to the credit of the United States, in the quarterly account, all Money Orders entered in the lists received from the United States which remain unpaid at the end of the period specified (Article 16). (See form "F," Appendix.)

Post, p. 2165.

3. On the other hand the Post Office Department of the United States shall, at the close of each month, transmit to the postal administration of Liberia, for entry in the quarterly account, a detailed statement of all Orders included in the lists dispatched from the latter office which, under this article, become void. (See form "G," Appendix.)

Post, p. 2165.

## ARTICLE 16.

Quarterly accounts.  
Post, p. 2165.

1. At the close of each quarter an account shall be prepared (form "D," Appendix) by the postal administration of Liberia, showing in detail the totals of the lists containing the particulars of Orders issued in either country during the quarter, and the balance resulting from such transactions.

2. Two copies of this account shall be transmitted to the Post Office Department of the United States at Washington, and the balance, after proper verification, shall, if due by the Post Office Department of the United States, be paid at London, but if due by the postal administration of Liberia, it shall be paid in New York, and in the money of the country to which the payment is made.

## Payments.

3. Payments may also be made in money, or by sight drafts, or by bills of exchange, payable at sight, on London, on the basis that the pound sterling shall be considered as equivalent to four dollars and eighty-seven cents (\$4.87) of the money of the United States.

## ARTICLE 17.

Remittance of balance.  
Post, pp. 2164, 2165.

1. If, pending the settlement of an account, one of the two postal administrations shall ascertain that it owes the other a balance exceeding one thousand dollars (\$1,000), the indebted administration shall promptly remit the approximate amount of such balance to the credit of the other, but nothing herein contained shall prevent such administration from remitting a less amount than one thousand dollars (\$1,000), at discretion. This account and the letters which accompany such intermediate remittances shall be in accordance with the forms "C" and "D" annexed to this Convention.

2. If payment by the debtor administration be not made within a period of three months from the time such balance accrues, the creditor administration shall have the right to demand and receive interest thereon, at the rate of five per centum per annum.

**ARTICLE 18.**

1. The postal administration in each country shall be authorized to adopt any additional rules (if not repugnant to the foregoing), for greater security against fraud, or for the better working of the system generally.

### Additional rules.

2. All such additional rules, however, must be promptly communicated to the Post Office Department of the other country.

## ARTICLE 19.

Each administration is authorized in extraordinary circumstances that would justify the measure to suspend temporarily the Money Order service in whole or in part, upon condition of giving notice of such suspension immediately to the other country, and, if deemed necessary, by means of the telegraph.

Temporary suspension of service.

## ARTICLE 20.

1. This present Convention shall take effect on the first day of July, 1903, and shall continue in force until twelve months after either of the contracting parties shall have notified to the other its intention to terminate it.

2. The Postmaster General of the United States being by law vested with power to make and complete Conventions of this character, no further ratification is required upon the part of the United States; but such ratification shall be made, upon the part of Liberia, as is required by its laws.

In witness whereof the respective duly authorized representatives have signed the above articles, and have hereunto affixed their seals.

**Signatures.**

Done in duplicate, at the city of Monrovia, this ninth day of June, 1903, and at the city of Washington, U. S. A., this twenty-fifth day of April, 1903.

S. T. PROUT,  
*Postmaster General of Liberia.*

H. C. PAYNE,  
*Postmaster General of the United States.*

## APPENDIX.

(A—Face.)

Form A.

*Postal Money Order Exchange List with the Republic of Liberia.*

*List of Postal Money Orders issued in the United States, payable in Liberia.*

List No .....

Sheet No .....

[illegible]

(A and B—Reverse.)

Stamp of .....  
Exchange Office.

List No .....

INTERNATIONAL MONEY ORDER EXCHANGE OFFICE,

SIR:—I have received the List No .... from your office, dated ..... on the .....  
The examination of the said list has demonstrated the correctness of the totals therein set forth,  
to wit, amounts paid in ..... dollars ..... cents.  
In turn I transmit to you, herewith (in duplicate), my List No .... of International Money Orders  
amounting in the aggregate to ..... dollars ..... cents.  
Please examine, complete and return to me the original of the said list, with your acknowledgment  
of receipt endorsed thereon.

Postmaster of Money Order Exchange Office.

To the Postmaster,  
International Money Order Exchange Office.

All errors or discrepancies to be set forth below.

(A and B.—Reverse.)

Stamp of .....  
Exchange Office.

List No.....

INTERNATIONAL MONEY ORDER EXCHANGE OFFICE,

SIR:—I have examined your list of Money Orders No.... dated the ..... 190.... showing  
a total of ..... dollars and ..... cents.  
The said list has been found correct with the following exceptions, viz.:

Postmaster at .....

To the Postmaster  
of the International Money Order Exchange Office.

Form B.

(B.)

Postal Money Order Exchange List with United States of America.  
List of Postal Money Orders issued in Liberia payable in the United States.

Blanks to be filled by the United States Exchange Office.									Blanks to be filled by the Exchange Office of Liberia.				
Current international number of order.	Number of original order.	Date of original order.	Post Office issuing original order.	Name and address of remitter of order.	Name of Payee.	Address of Payee.		Amount received in U. S. money.	Rate of conversion.	Amount payable in the money of Liberia.	Post Office at which payment is to be made.	Remarks.	
						Post Office.	Dept. or Province.						\$

Form C.

(C.)

POST OFFICE DEPARTMENT,  
OFFICE OF FIRST ASSISTANT POSTMASTER GENERAL,  
MONEY ORDER DIVISION,  
Washington, D. C., ..... 190....

SIR:—This Department has the honor to transmit herewith a Bill of Exchange No.... for .....  
drawn ..... 190.... by ..... of New York, N. Y., to the order of the Postmaster General,  
and by his endorsement made payable to your order by ..... at .....  
Be pleased to cause the receipt of the said Bill of Exchange to be duly acknowledged, its payment  
to be reported and the proceeds to be placed to the credit of this Department. .... on account  
of the exchange of Money Orders between our respective countries during the quarter end .....  
190....  
I have the honor to be, etc.

To the POSTMASTER GENERAL,  
Monrovia, Liberia.

First Assistant Postmaster General.

MONEY-ORDER CONVENTION—LIBERIA.

APRIL 25, 1903.  
JUNE 9, 1903.

(D.)

Form D.

..... Quarter, 190....

GENERAL STATEMENT.

Showing the result of the exchange of Money Orders between the United States and Liberia.

To the credit of Liberia.			To the credit of the United States.		
Money Orders issued in the United States, and payable in Liberia, as per detailed statement (E).....	\$	c	Money Orders issued in Liberia, and payable in the United States, as per detailed statement (E).....	\$	c
Money Orders which have been repaid .....			Money Orders which have been repaid .....		
Void Orders .....			Void Orders .....		
Paid on account by the Post Office Department of Liberia .....			Paid on account by the Post Office Department of the United States .....		
..... 190....			..... 190....		
Total credit of Liberia .....			Total credit of the United States .....		
Balance in favor of the United States .....			Balance in favor of Liberia .....		

The above account is found correct, showing a balance of ..... dollars and ..... cents in favor of the .....

Monrovia, Liberia ..... 190....

Examined and accepted:

Auditor for the Post Office Department of the United States.

WASHINGTON, D. C., .....190....

(E.)

Form E.

..... Quarter of 190....

DETAILED STATEMENT OF LISTS.

Money orders issued in Liberia.	Money orders issued in the United States.

(F.)

Form F.

..... Quarter, 190....

List of Money Orders, Authority for the Repayment of which to the Remitters has been given to the Country of Issue, during the Quarter above mentioned.

Orders issued in Liberia.	Orders issued in the United States.

(G.)

Form G.

..... Quarter, 190....

Money Orders not Paid, and to be Credited to the Issuing Office.

Orders issued in Liberia.	Orders issued in the United States.