

THE CHINA STAMP SOCIETY, INC.

A PDF OF THE

GLOSSARY OF THE PRINCIPAL CHINESE  
EXPRESSIONS OCCURRING IN  
POSTAL DOCUMENTS

COMPILED BY

JAN WILLEM HELENUS FERGUSON

1906

SHANGHAI

STATISTICAL DEPARTMENT OF THE  
INSPECTORATE GENERAL OF CUSTOMS

To go from English to Chinese turn to pages 31 to 43 for an  
Alphabetical Index in English. It will direct you to the  
numbered item (at left) in the Glossary where the  
Romanization and Chinese characters appear.

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*E. Krebs,*

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A

GLOSSARY

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PRINCIPAL CHINESE EXPRESSIONS

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J. W. H. FERGUSON. *lyf*

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SHANGHAI:

STATISTICAL DEPARTMENT

OF THE

INSPECTORATE GENERAL OF CUSTOMS.

1906.

## INTRODUCTION.

So far no attempt has been made to collect the various phrases and technical terms which are constantly met with in the Chinese versions of postal publications and correspondence on postal matters, and it occurred to me that it would be useful to have, in a compact shape, ready for reference, a collection of the principal postal expressions; this would promote uniformity in the terms used at the various ports and at the same time aid postal employés who study Chinese in mastering the postal phraseology.

While at Peking I collected some 500 expressions forming the manuscript which I have the honour to submit to you herewith; afterwards, at Hankow and here at Lungchow, the Index was prepared and the sentences arranged and recopied in alphabetical order. All the expressions are in current use. They were picked out while carefully reading, with a Chinese teacher, through everything that so far has appeared in print concerning postal matters, such as the Chinese version of the "Postal Guide," I.G. Postal Circulars, Postal Secretary's Circulars, despatches on postal matters exchanged between the Inspectorate and the Wai-wu Pu, "Instructions to Postal Clerks," "Native Postal Hong Regulations," "Box Office Regulations," some 75 Proclamations issued by Chinese officials when new Offices were opened inland, etc.

The list as it is presented now does not lay the least claim to be exhaustive: taken as a basis from which to proceed, it can be easily improved upon and enlarged.

I may add that the manuscript was submitted for criticism to the Postmasters at Hankow and Shanghai. Both kindly approved of the plan, and, in fact, it was their encouragement which makes me venture to-day to request you

to be good enough to forward it to the Inspector General. If in its present still limited size it is not deemed of sufficient use to warrant publication, it might possibly be entrusted to someone else better qualified than myself to bring the task to a successful issue.

J. W. H. FERGUSON,

*Third Assistant, A.*

LUNGCHOW, 6th August 1905.

# GLOSSARY.

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|--|--|
| <p>1. An ch'ien tzŭ chia pei so<br/>ch'ü: 接欠資加倍索取.</p> | <p>To demand double the deficiency in postage; to tax.</p>   |
| <p>2. An hsi yu chang: 請悉郵章.</p>                       | <p>Well versed in—thoroughly conversant with—postal regulations.</p>                                 |
| <p>3. An jih têng chi ch'ing tan:<br/>按日登記清單.</p>      | <p>Inland Post Office Journal, [I.—59].</p>  |
| <p>4. An tzŭ: 岸資.</p>                                  | <p>“Steam-zone” postage. (<i>Vide</i> No. 206.)</p>  |
| <p>5. Ch'a shou: 查收.</p>                               | <p>“To examine and receive”. (a phrase often written on Chinese covers after name of addressee).</p> |
| <p>6. Ch'ai hsin: 拆信.</p>                              | <p>To open a letter.</p>   |
| <p>7. Ch'ai tung hên chi: 拆動痕跡.</p>                    | <p>Traces of having been opened and tampered with.</p>   |
| <p>8. Ch'ai fei ma: 差飛馬.</p>                           | <p>To despatch an express courier.</p>   |
| <p>9. Chan pu: 粘補.</p>                                 | <p>To paste a piece of paper—over a wrongly written word in order to rewrite it.</p>                 |
| <p>10. Chan t'ieh hsin p'iao: 粘貼信票.</p>                | <p>To affix postage stamps.</p>  |
| <p>11. Chang mu tan: 賬目單.</p>                          | <p>Accounts.</p>   |
| <p>12. Chang pu: 賬簿.</p>                               | <p>Account book.</p>   |
| <p>13. Chao p'ai: 招牌.</p>                              | <p>A signboard (perpendicular).</p>  |
| <p>14. Ch'ao p'iao: 鈔票.</p>                            | <p>Money Order; Remittance Certificate.</p>  |
| <p>15. Ch'ê tiao kung shih: 撤調供事.</p>                  | <p>To withdraw or transfer Postal Clerks.</p>  |

16. Chêng chieh yang yüan: 整潔洋圓.  
“Clean” dollars—as opposed to “chopped” dollars.
17. Ch'êng hsin ch'ai: 城信差.  
City letter-carrier (who distributes local correspondence).
18. Ch'êng pan yu wu: 承辦郵務.  
To undertake postal business (e.g., to act as Postal Agent).
19. Ch'êng su ch'ing chieh: 呈訴情節.  
To report the circumstances of a case.
20. Chi mi hsin: 機密信.  
A confidential letter.
21. Chi hsin jên: 寄信人.  
Sender of a letter.
22. Chi chien jên chih chü: 寄件人執據.  
Receipt issued to the sender of a registered article.
23. Chi fei: 寄費.  
Postage.
24. Chi fei tan: 寄費單.  
Tariff of Postage.
25. Chi hsin: 寄信.  
To send a letter.
26. Chi hsin ch'ing tan: 寄信清單.  
Letter Bill, [I.—I].
27. Chi-ti wai kuo chih yu chien: 寄遞外國之郵件.  
Outward international mail matter.
28. Chi yu chien ch'ê: 寄郵件者.  
Sender of a postal article.
29. Ch'i fêng: 騎縫.  
To seal partly on one piece of paper and partly on another (e.g., the seal put on the back of an envelope to keep it closed).
30. Ch'i hsin: 啟信.  
To open a letter.
31. Chia kai huô ch'i: 加蓋火漆.  
To seal.
- 31a. Chia chin hsin chien: 加緊信件.  
An express letter.

32. Chiang hsin mien yu p'iao chieh ch'ü: 將信面郵票揭去.  
To detach—to remove—the postage stamps from an envelope.
33. Chiao chi: 交寄.  
To transmit; to send by post.
34. Chiao chi chih shih: 交寄之時.  
At the time of posting.
35. Chiao chi wên hsin: 交寄文信.  
To post—to hand—letters for transmission.
36. Chiao min chü chuan chi: 交民局轉寄.  
To hand to a Native letter hong for further transmission.
37. Chiao tai chü wu: 交代局務.  
To hand over charge of a Post Office.
38. Chiao ko pu ch'ing: 鞫鞫不清.  
Confused; in disorder (as badly kept accounts).
39. Chiao fei: 脚費.  
Fee asked (by letter hong) for transmission of correspondence.
40. Chiao chun fa ma: 較準砵碼.  
Adjusted—standard—weights.
41. Ch'iang ling yü hsien fu na yu tzü: 強令預先付納郵資.  
Prepayment of postage is compulsory.
42. Chieh hsin chih shih: 接信之時.  
At the time of receiving a letter.
43. Chieh shou chü: 接收局.  
The receiving Office; Office of destination.
44. Chieh ti chü wu: 接替局務.  
To take over charge of a Post Office.
45. Chieh liu yu chien: 截留郵件.  
To detain—to intercept—mail matter.

46. Chien: 緘. To close; to seal up (frequently written on the cover of a letter after the characters giving name of sender).
47. Chien chih: 箋紙. Fancy note paper.
48. Chien shou tzū tao: 監守自盜. To steal what one has been told to look after; to embezzle.
49. Chien ch'ü chuan sung yu chien: 揀出轉送郵件. To sort "forward" correspondence—for further transmission.
50. Chien hsin: 薦信. A letter of introduction.
51. Ch'ien tzū: 籤子. A red slip of paper pasted on the cover of a letter or parcel, on which the address is written.
52. Ch'ien tzū: 簽字. To sign; to affix one's signature.
53. Ch'ien ya: 簽押. (Same as No. 52.)
54. Ch'ien mien: 前面. The face of a cover.
55. Ch'ien p'ai kung shih: 遣派供事. To send—to appoint—Postal Clerks.
56. Ch'ien tzū: 欠資. Insufficient postage; "postage due."
57. Ch'ien tzū chao t'ieh: 欠資招帖. Taxed Mail Matter Memo, [I.—67].
58. Ch'ien tzū p'iao: 欠資票. "Postage-due" stamp.
59. Ch'ien tzū yu chien: 欠資郵件. Insufficiently prepaid mail matter.
60. Chih chao ch'uan wu tan: 知照舛誤單. Mistake Label, [I.—72] and [I.—73].
61. Chih yu: 置郵. To establish a postal service.

62. Chin chung: 斤重. Weight.
63. Ch'in shou ch'ai k'ai: 親手拆開. To open personally (as a letter).
64. Ching k'uan: 徑寬. Diameter.
65. Ch'ing suan chang mu: 清算賬目. To settle accounts.
66. Ch'ing ch'a shih chien tan chü: 請查失件單據. Application for Missing Domestic Mail Matter, [I.—86]; a "tracer."
67. Ch'ing chi hui yu chien chih chü: 請寄回郵件執據. Demand to return Mail Matter, [I.—54].
68. Ch'ing ch'é hui yu chien chih chü: 請撤回郵件執據. Application to withdraw Mail Matter, [I.—53].
69. Ch'ing chuan chi yu chien chih chü: 請轉寄郵件執據. Application for Redirection of Correspondence, [I.—82].
70. Ch'ing kou hui p'iao pao tan: 請購滙票報單. Money Order Memo. of Particulars, [I.—16].
71. Ch'ing ling shih yang tan chü: 請領式樣單據. Requisition for forms.
72. Chiu ti t'ou sung: 就地投送. To deliver on the spot; local distribution.
73. Ch'ou hsiang: 酬項. A gratuity.
74. Ch'ou lao: 酬勞. To reward for services performed; a commission (as on sale of stamps).
75. Chu chien fên chi: 逐件分寄. To send—to transmit—separately (*à découvert*).
76. Chu chih: 住址. Address; residence.

77. Chu hua ko kuo yu chü: 駐華各國郵局. Alien Post Offices in China.
78. Chuan chi: 轉寄. To forward on; to re-forward.
79. Chuan chi chü: 轉寄局. The transmitting Office; an intermediary Office.
80. Chuan chi t'achü yuchien: 轉寄他局郵件. Redirected mail matter.
81. Ch'uan chi yün fei: 傳寄運費. Transit charges.
82. Ch'uan tan: 傳單. A circular notice; an "express."
83. Ch'uan ti wên han: 傳遞文函. To transmit—to forward—correspondence.
84. Chuang ch'êng tsung pao: 裝成總包. A closed mail; to make up as a closed mail.
85. Chuang yü han fêng nei: 裝於函封內. To enclose in an envelope.
86. Ch'uang chi yu chêng t'iao li: 創基郵政條例. Fundamental postal regulations.
87. Ch'uang pan yu chêng: 創辦郵政. To inaugurate—to organise—a Post Office.
88. Ch'uang shé: 創設. To establish; to institute.
89. Chui ch'a ch'ih chih yüan yu: 追查遲滯緣由. To investigate the cause of delay.
90. Chung kuo ching nei: 中國境內. Within the boundaries of China (i.e., "domestic").
91. Chung ta yu chien: 重大郵件. Heavy-weight mail matter.
92. Chü nei pan kung: 局內辦公. Business transacted in the Post Office.
93. Ch'ü tzü shên wei: 取資甚微. The postage demanded is trifling.

94. Ch'üan chang yu p'iao: 全張郵票. A sheet of postage stamps.
95. Fa chi chieh shou pao kuo pu: 發寄接收包裹簿. Register of Parcels despatched and received.
96. Fa chi chü: 發寄局. The sending Office; Office of origin.
97. Fa shou yu p'iao: 發售郵票. To sell postage stamps.
98. Fa yin chih chü: 發銀執據. Letter of Advice for Money sent to Inland Office [I.—60].
99. Fa yin hui t'ieh: 發銀回帖. Acknowledgment of Payment (A.P.), [I.—35].
100. Fang chia jih ch'i: 放假日期. Holidays.
101. Fei yu chêng ch'u so: 非郵政處所. A place where no Post Office has yet been established; a locality devoid of postal facilities.
102. Fei han: 飛函. An urgent—important—note.
103. Fei sung: 飛送. To forward by express courier.
104. Fên chü: 分局. A Branch Post Office.
105. Fên hsin jên: 分信人. A letter-sorter.
106. Fên jun: 分潤. Commission (as on sale of stamps).
107. Fên liang ch'ih ts'un: 分量尺寸. Weight and dimensions.
108. Fêng chih wu hsiü chien ku: 封誌務須堅固. The seals must be affixed firmly.
109. Fêng chuang hsin chien nei: 封裝信件內. To enclose in a letter.

110. Fêng chuang yen mi: 封裝嚴密. Securely closed; enclosed in a sealed cover.
111. Fêng chuang yu tai: 封裝郵袋. To seal—to close—a mail bag.
112. Fêng fa yu tai shih k'ò: 封發郵袋時刻. Hours of closing and despatch of mails.
113. Fêng hsin k'ou: 封信口. To seal a letter.
114. Fêng k'ou hsin: 封口信. A closed letter—as opposed to a postcard.
115. Fêng ku tsung pao: 封固總包. A closed mail; a letter hong's "clubbed" package.
116. Fêng mien: 封面. Face side of a cover.
117. Fêng mien chiao shang: 封面角上. A corner of the face of an envelope.
118. Fêng pí hou mien: 封皮後面. Back of a cover.
119. Fêng tao: 封套. An envelope; the cover of a letter.
120. Fu chin tsung chü chih ting chih ch'ü: 附近總局指定之處. "Local" (*i.e.*, places specially designated which come under local postage rates).
121. Fu lu: 附錄. A supplement; an appendix.
122. Fu sung: 附送. To annex, or forward as an enclosure, to a despatch.
123. Fu kung shih: 副供事. Candidate Postal Clerk.
124. Fu ssü shih: 副司事. Assistant Postal Officer.
125. Fu yu chêng ssü: 副郵政司. Deputy Postmaster.
126. Fu ti: 腹地. Interior; inland.
127. Fu ti chieh tzü: 腹地界資. Inland, or "inland-zone," postage.
128. Fu chü ling ch'ü: 赴局領取. To go and fetch at the Post Office.

129. Hai kuan yen fei: 海關  
驗費. Customs fee (a fee of 10 cents  
formerly levied on all postal  
parcels passed through the  
Customs).
130. Han lu tzü fei: 旱路資  
費. Inland postage — on corre-  
spondence forwarded along  
courier lines.
131. Han pan: 旱班. Overland route.
132. Han wên kung shih: 漢  
文供事. Non-linguist Clerk.
133. Hao pu: 號簿. A register.
134. Ho tui: 核對. To compare; to check.
135. Hsia hsien: 下銜. Official titles of addressee—of a  
despatch. (*Vide* No. 307.)
136. Hsiang pan kung shih: 襄  
辦供事. Assistant Postal Clerk.
137. Hsieh chi chih k'uan: 協  
濟之款. Grant in aid of expenditure.
138. Hsieh hsien ché: 寫信者. The writer of a letter.
139. Hsien hsing fu tsu: 先  
行付足. Prepaid in full.
140. Hsien ming yu p'iao: 鮮  
明郵票. New postage stamps—as op-  
posed to old and dirty ones.
141. Hsin shui tan: 薪水單. Inland Post Office Pay Sheet  
[I.—68].
142. Hsin wên chih: 新聞紙. A newspaper.
143. Hsin wên shu: 新聞書. A magazine, a periodical pub-  
lication, or a pamphlet—as  
distinct from a newspaper.
144. Hsin: 信. A letter.
145. Hsin ch'ai: 信差. Letter-carrier.

146. Hsin chü: 信局. Post Office; Native letter hong.
147. Hsin fêng: 信封. An envelope.
148. Hsin fu: 信夫. Letter-carrier.
149. Hsin han: 信函. A letter.
150. Hsin hsi: 信息. News.
151. Hsin hsiang: 信箱. Letter-box.
152. Hsin li: 信力. Fee for transmission of letters (e.g., the postage demanded by letter hong).
153. Hsin mien p'ien lieh hao shu: 信面編列號數. Number on cover (as registration number).
154. Hsin pi' tzu: 信皮子. An envelope.
155. Hsin tai: 信袋. Letter bag.
156. Hsin t'ung: 信筒. A bamboo tube for conveying letters safely; an envelope.
157. Hsün ch'a kung shih: 巡察供事. Inspecting Clerk.
158. Hsün ch'a ssü shih: 巡察司事. District Inspector.
159. Hsün yüan: 巡員. Inspecting Officer.
160. Hu chi hsing shêng ko chü: 互寄行省各局. To interchange between Offices of the I.P.O. (in other words, "domestic" mail matter).
161. Hu chiao yu chien: 互交郵件. Mutual exchange of mail matter.
162. Hu t'ou p'ai: 虎頭牌. Tiger-head boards (wooden notice boards decorated with a tiger's head, used only by Government offices).

163. Hua chien: 花箋. Fancy note paper.
164. Hua ya kai ch'o: 畫押  
蓋戳. To sign and seal; to affix one's  
signature.
165. Hui chi: 匯寄. To remit.
166. Hui fei: 滙費. Commission on issue of Money  
Orders; remittance fee.
167. Hui tui chü: 匯兌局. Money Order Office.
168. Hui tui fei: 匯兌費. (Same as No. 166.)
169. Hui tui yin yüan: 匯兌  
銀圓. To remit money.
170. Hui yin ho tui chü: 匯銀  
核對據. Money Order Advice (M.O.A.).
171. Hui yin p'iao: 匯銀票. Remittance Certificate, Money  
Order, [I.—34]; a bank  
draft.
172. Hui yin shu mu: 滙銀  
數目. The amount remitted.
173. Huo lu yu chien: 火路  
郵件. Mail matter transmitted by  
rail.
174. Huo sé chia mu tan: 貨  
色價目單. A price list.
175. Huo yang lei: 貨樣類. Samples.
176. I fêng hsin: 一封信. A letter.
177. I pao i chang: 一包一張. Singly, in single sheets—as  
opposed to "in bundles."
178. I pao shu chang: 一包  
數張. Sent in packages—as several  
newspapers under one  
wrapper.
179. I ju yu hui chih kuo: 已  
入郵會之國. Country in the Postal Union.
180. I ch'ai: 驛差. Official horse-courier.
181. I chan: 驛站. Distance between two post-  
houses; a stage.

182. I ch'êng: 驛丞.  
A Postmaster of the Government Courier Posts.
183. I ch'uan: 驛傳.  
To forward by Government Courier Post.
184. I kuan: 驛館.  
A post station; the Government Courier Post for transmission of despatches.  
I.P.O. Mail Escort Officer.  
(Same as No. 184.)
185. I li: 驛吏.  
(Same as No. 183.)
186. I shê: 驛舍.  
*Via* such and such a place.
187. I ti: 驛遞.  
Inter-provincial mail matter.
188. Jao ching mou ch'u: 繞經某處.  
A case of *force majeure*.
189. Jao yüeh t'a shêng yu chien: 繞越他省郵件.  
To accept responsibility.
190. Jên li nan shih chih shih: 人力難施之事.  
To acknowledge responsibility to compensate; to indemnify.
191. Jên tsê ch'êng: 任責成.  
Journal; day book.
192. Jên p'ei: 認賠.  
A date-stamp; a dater.
193. Jih chi pu: 日記簿.  
Daily paper; newspaper.
194. Jih ch'í ch'ó chi: 日期戳記.  
Redirected correspondence.
195. Jih pao: 日報.  
To keep no accounts whatever.
196. Kai chi chih yu chien: 改寄之郵件.  
To open a mail bag.
197. Kai pu chi chang: 概不記賬.  
To establish; to institute.
198. K'ai ch'í yutai: 開啟郵袋.  
Cities and towns where Post Offices are established; postal localities.
199. K'ai shê: 開設.
200. K'ai shê yu chü ch'êng chên: 開設郵局城鎮.

201. Kan chieh: 甘結. A security bond; a voluntary agreement.
202. K'an pu mao i kao pai: 刊布貿易告白. Trade advertisements.
203. Kao ti tzü: 稿底子. A rough draft.
204. Ko chü t'ou ti chieh nei: 各局投遞界內. To distribute inside the district (*i.e.*, within local delivery radius).
205. Ko kuò shih shu kung wên yu tai: 各國使署公文郵袋. "Diplomatic valises" (sealed letter bags exchanged between the Legations at Peking and their respective Foreign Offices).
206. K'ou an chieh tzü: 口岸界資. "Steam-zone" postage. (*Vide* No. 4)
207. K'ou liu yu chien: 扣留郵件. To detain—to keep—mail matter.
208. K'ou shui: 扣水. To discount—as dollars of inferior "touch."
209. Ku kuò chih chih: 籬裏之紙. The wrapping paper; the wrapper.
210. Kua hao chih chü: 掛號執據. Post Office receipt for registered article.
211. Kua hao hsin chien ch'ing tan: 掛號信件清單. Registered Letter Bill, [I.—2].
212. Kua hao min chü: 掛號民局. Registered postal hong.
213. Kua hao tsung tan: 掛號總單. Temporary general receipt (given when a number of articles are handed in simultaneously for registration pending issue of separate receipts).

214. Kua hao yu chien: 掛號  
郵件. Registered postal article.
215. Kuan chü kung shih: 管  
局供事. Clerk in charge of a Post  
Office.
216. Kuan li fên chü chih chü:  
管理分局執據. Letter of Appointment for In-  
land Postal Clerks, [I.—65].
217. Kuei chung wu chien: 貴  
重物件. A valuable—rare—article.
218. Kung wên: 公文. A despatch—as opposed to a  
private letter.
219. K'ung pai shih yang: 空  
白式樣. Blank forms.
220. Kung shih: 供事. Postal Clerk.
221. Kuo ch'êng chüan: 裹成  
捲. A roll; rolled up.
222. Kuo nei yu chien: 國內  
郵件. Domestic mail matter.
223. Kuo nei yu tzü: 國內郵  
資. Domestic postage.
224. Kuo wai yu chien: 國外  
郵件. International mail matter.
225. Kuo wai yu tzü: 國外郵  
資. International postage.
226. Lai chü hsien i: 來局  
獻議. To come to the Office to offer  
advice or make suggestions.
227. Lai chü sao jao: 來局  
騷擾. To come to the Office to create  
trouble or to annoy.
228. Lai wang chung kuoching  
nei: 來往中國境內. Between places in China  
“domestic.”
229. Lan so chiu tzü: 婪索  
酒資. To extort wine-money.
230. Li ch'üan yu chien: 立  
券郵件. Mail matter under contract.

231. Li lien k'o k'ao chih kung shih: 歷練可靠之供事. Experienced and reliable Clerk.
232. Liang tuan hsien lou chih ku kuo: 兩端顯露之韜裏. A roll with both ends open (in order to facilitate examination of contents).
233. Lien yüeh chih kuo: 聯約之國. A country in the Postal Union.
234. Ling chien hsien han: 零件信函. Correspondence *à découvert*.
235. Ling chien san chi: 零件散寄. To send separately; *à découvert*.
236. Ling hsing k'ai hsiao tan: 零星開銷單. Statement of petty cash expenditure.
237. Ling huan hsien chü: 領換新據. To take out a new certificate.
238. Ling pao chao tieh: 領包招帖. Notice of Parcel lying at Post Office, [I.—42].
239. Liu chü hou ling chih yü chien: 留局候領之郵件. *Poste restante* correspondence.
240. Lou chi: 露寄. "À découvert;" not enclosed in a cover, or, a cover sent open.
241. Lou fêng chao sung: 露封照送. To forward under flying seal.
242. Lu lu ma ch'ai: 陸路馬差. I.P.O. mounted courier.
243. Lu tan: 路單. Courier Way Bill.
244. Lun ch'uan chi ti shui ch'eng fei: 輪船寄遞水程費. Maritime transit charges.
245. Lun ch'uan tieh lu so t'ung chih ch'u: 輪船鐵路所通之處. Places connected by rail or steamer.

246. Lung t'ou yü yen chih p'iao: 龍頭魚雁之票.  
Postage stamps bearing a dragon, a fish, or a wild goose (*i.e.*, the present I.P.O. issue).
247. Ma fêng: 馬封.  
Large official envelopes—usually sent by the Government Horse-courier Post, hence their name.
248. Man fei: 滿費.  
Full postage.
249. Man fei yu tzü: 滿費郵資.  
(Same as No. 248.)
250. Mao i chí: 貿易契.  
Commercial papers.
251. Mei chieh p'ai ch'ien chih shih ch'ing chê: 每屆派遣執事清摺.  
Quarterly Return of Clerks-in-Charge, [I.—115].
252. Mei shêng pên ching yu chien: 每省本境郵件.  
Mail matter exchanged between Offices within the [same province; provincial mail matter.
253. Miên fei yu chien: 免費郵件.  
Free correspondence—as covers marked “On Postal Service.”
254. Mien na yu fei: 免納郵費.  
To be exempt from paying postage.
255. Min chü: 民局.  
Letter hong; Native posting establishment.
256. Min chü kua hao chih chü: 民局掛號執據.  
Letter Hong License, [I.—58].
257. Min chü tsung pao: 民局總包.  
Native closed mail; a “clubbed” package handed in by a private letter hong.
258. Ming chi: 明寄.  
To send open; *à découvert*.
259. Ming hsin p'ien: 明信片.  
Postcard.
260. Nei ti: 內地.  
Inland; the interior.

261. Nei ti chi fei: 內地寄費. Inland postage.
262. Nei ti fên chū: 內地分局. Inland Branch Post Office.
263. Nei ti fên chū pan kung chieh ch'êng: 內地分局辦公誠程. Instructions for Clerks in charge of Inland Offices.
264. Nei ti shui lu ko lu: 內地水陸各路. Roads and waterways in the interior.
265. Nei ti wu yu chū chih ch'ü: 內地無郵局之處. Place in the interior where no I.P.O. is yet established.
266. Nei tzü: 內資. Domestic postage—as opposed to international postage (外資).
267. Nêng pan hui p'iao chih chü: 能辦匯票之局. Money Order Office.
268. Ni ming hsin: 匿名信. An anonymous letter.
269. Nieh shih pao tan: 捏飾報單. False declaration—as of contents of a parcel.
270. Nien yüeh jih chih ch'ó: 年月日之戳. A date-stamp; a dater.
271. O wai tsung pan: 額外總辦. Deputy Postal Secretary.
272. Ou mei yu chêng shih i: 歐美郵政事宜. Postal affairs of Europe and America.
273. P'ai pien: 牌匾. A signboard (horizontal).
274. P'ai ti: 排遞. To forward from station to station; in stages.
275. Pan kung shih k'ó: 辦公時刻. Office hours.
276. P'ang t'ung ti sung yu chien: 幫同遞送郵件. To assist in forwarding mail matter (as Native honggs assist the I.P.O. in transmitting mail matter to places where no Office exists).

277. Pao fêng: 包封. The wrapper of a parcel.
278. Pao kuo: 包裹. A parcel.
279. Pao kuo chiao chia fei: 包裹交家費. Parcel delivery fee (An extra fee of 10 cents for every parcel delivered at the residence of addressee).
280. Pao kuo ch'ing tan: 包裹清單. Parcel Way Bill, [I.—41].
281. Pao kuo ho chia: 包裹合價. Value of a parcel.
282. Pao kuo hui tan: 包裹回單. Return Parcel Way Bill.
283. Pao kuo hsing shih: 包裹形勢. Description of a parcel.
284. Pao kuo pao shui ch'ing tan: 包裹報稅清單. Customs Declaration, [I.—40].
285. Pao fei: 保費. Insurance fee.
286. Pao hsien tzü fei: 保險資費. (Same as No. 285.)
287. Pao hsien yu chien: 保險郵件. An insured postal article.
288. P'ao ch'ai: 跑差. A courier.
289. P'ei ch'ang: 賠償. To compensate; to indemnify.
290. P'ei ti: 賠抵. (Same as No. 289.)
291. Pi tzü chiao ti: 彼此交遞. To exchange mutually—as mail matter between two Offices.
292. P'í mien: 皮面. Face of an envelope.
293. P'iao tsêng: 票贈. Commission on sale of stamps.
294. Pien hao: 編號. To number; to register.
295. Pien fa ch'uan tan: 徧發傳單. To issue a circular notice or an "express."

296. P'ing an chia hsin: 平安家信.  
*Lit.*, a quiet or peaceful letter on family business (frequently written on the covers of Chinese letters).
297. Pu chiao tsung pao yu tzü ch'ing tan: 補繳總包郵資清單.  
 Declaration of Native Clubbed Mails "Late posted," [I.—120].
298. Pu ch'ü shou hsin jên hui chih: 補取收信人回執.  
 To apply for an Acknowledgment of Receipt after the article has been posted.
299. Pu shui: 補水.  
 To make up the difference in silver. (*Vide* No. 364.)
300. Pu chun ch'é hui: 不准撤回.  
 May not be withdrawn—as a postal article once posted.
301. P'u shang chang kuan chih ch'o: 鋪商掌管之戳.  
 "Chop" of shop's manager.
302. San chi yu chien: 散寄郵件.  
 Correspondence à découvert.
303. San chiao chi tai: 散交寄帶.  
 To hand in separately for transmission.
304. San yeh: 散頁.  
 Separate sheets.
305. Shan chiao ssü chi: 擅交私寄.  
 To hand clandestinely for transmission—as mail matter sent by steamer or railway without having been passed through the I.P.O.; to smuggle.
306. Shan hsing li chü: 擅行離局.  
 To be absent from Office without leave.
307. Shang hsien: 上街.  
 Titles of sender of a despatch. (*Vide* No. 135.)
308. Shang pu tzü: 上簿子.  
 To copy in a register; to bring to account.

309. Shao tai hsin hau: 捎帶  
信函. To carry letters.
310. Shé li: 設立. To establish; to start.
311. Shên pao tsung chū: 申  
報總局. To report to Head Office.
312. Shéng chí: 陞啟. "To be handed up for so and  
so to open" (a phrase fre-  
quently written on Chinese  
envelopes after name of  
addressee).
313. Shou chí: 收啟. "To receive and open" (same  
remark as above).
314. Shou chū: 收據. A receipt.
315. Shou ch'ü hsin kuei chih  
hsin: 收取信櫃之信. "To clear" a letter-box.
316. Shou fa shih k'o p'ai tan:  
收發時刻排單. Inland Courier Way Bill,  
[I.—84].
317. Shou hsin jén: 收信人. Recipient of a letter; ad-  
dressee.
318. Shou hsin jén hui chih:  
收信人回執. Return Receipt (for letters);  
an A.R., [I.—5].
319. Shou pao chih chū: 收  
包執據. Parcel Receipt (issued by Post  
Office).
320. Shou pao hui chih: 收包  
回執. Addressee's Acknowledgment  
of Receipt (for parcels).
321. Shou tan: 收單. A receipt.
322. Shou tao tui chū hui  
t'iao: 收到對據回條. Money Order Paying Office  
Receipt, [I.—34].
323. Shou t'iao: 收條. A receipt.
324. Shou yin chih chū: 收銀  
執據. Acknowledgment of Receipt  
for Money sent to Inland  
Offices, [I.—60].

325. Shou ch'ao ti kao: 手抄底稿. A manuscript.
326. Shou p'iao t'ê tsêng: 售票特贈. Special commission on sale of stamps.
327. Shu chi: 書籍. Books.
328. Shu hsin kuan: 書信館. A Post Office.
329. Shua yin wu: 刷印物. Printed matter.
330. Shuang kua hao: 雙掛號. Double registration (*i.e.*, with A.R.)
331. Shuang ming hsin p'ien: 雙明信片. Reply postcard; postcard with reply attached.
332. Ssü chang jên yüan: 司賬人員. Accountant.
333. Ssü shih: 司事. Postal Officer.
334. Ssü t'ang ch'ai k'ai: 私堂拆開. "To be opened privately;" a confidential communication or note.
335. Sui fa hui p'iao têng chi pu: 隨發匯票登記簿. Register of Money Orders Issued, [I.—31].
- 335a. Sui shou hui p'iao têng chi pu: 隨收滙票登記簿. Register of Money Orders Cashed, [I.—32].
336. Sung hsin: 送信. To send a letter.
337. Sung hsin pu: 送信簿. A chit book.
338. Sung yin chih ti pên: 送印之底本. A manuscript.
339. Ta ch'ing kuo yu chêng: 大清國郵政. Chinese Imperial Postal Service.
340. Tai huo chu shou chia: 代貨主收價. To collect trade charges.
341. Tai pan fên chü: 代辦分局. A Box Office.
342. Tai pan fên chü chih chao: 代辦分局執照. Box Office License, [I.—57].

343. Tai pan fên chū p'ū hu  
chih chao: 代辦分局  
鋪戶執照.  
Inland Box Office Agency Li-  
cense, [I.—91].
344. Tai pan yu chêng p'ū  
shang: 代辦郵政鋪商.  
Inland Postal Agent.
345. Tai yu chêng chū fa shou  
yu p'iao: 代郵政局發  
售郵票.  
To sell stamps for the I.P.O.
346. Tan kua hao: 單掛號.  
Single registration—as op-  
posed to registration with  
A.R.
347. Tan ming hsin p'ien: 單  
明信片.  
A single postcard—as opposed  
to a reply postcard.
348. Tang t'ang ch'ai k'ai: 當  
堂拆開.  
“To be opened in the hall, or  
public office” (an official  
despatch—as opposed to  
a private communication.  
Printed on official despatch  
covers (馬封)).
349. Tang hsin: 塘汛.  
A posting-station—of the  
Courier Posts.
350. Tang pu: 塘堡.  
(Same as No. 349.)
351. Tao tien nien yüeh: 倒  
填年月.  
To put a false date; to ante-  
date.
352. Tê chun kua hao hsin  
wên chih lei: 特准掛  
號新聞紙類.  
Registered at the Post Office  
as a newspaper.
353. Tê chun kua hao lich'üan  
yu chien: 特准掛號  
立券郵件.  
Registered at the I.P.O. for  
transmission in China.
354. Tê hsin hsin ch'ai: 特  
選信差.  
A letter-carrier specially se-  
lected—for delivery of  
registered letters.

355. Têng chi shih chien: 登  
記事件. To record occurrences.
356. Têng lu: 登錄. To enter—as in a register.
357. Têng tsai: 登載. To record; to note down.
358. Têng chi: 等級. A rank, grade, class—as of officials.
359. Ti ya yin: 抵押銀. Money deposited as guarantee.
360. Ti chi yu chien: 遞寄  
郵件. To forward mail matter.
361. Ti t'ang: 提塘. The Courier Posts; also a Postmaster of same.
362. Ti t'ang kuan: 提塘官. Officials who manage the Courier Posts, which forms a sub-department of the Board of War.
363. T'ieh p'iao pu fu: 貼票  
不敷. Insufficient postage.
364. T'ieh wên shui: 貼紋水. "Exchange rates" — when issuing Money Orders (to make up the difference between good and inferior dollars).
365. Tou chiao: 投交. To deliver; to hand over.
366. Tou chiao kuei shang: 投交櫃上. To hand in at the counter.
367. Tou sung: 投送. To deliver, to distribute—as mail matter.
368. Tou ti: 投遞. (Same as No. 367.)
369. Tou ti tzu fei: 投遞資費. Delivery fee.
370. Tou yü hsin hsiang chih nei: 投於信箱之內. To throw into the letter-box; to post.
371. Tsai yu chêng chü shou i shih: 在郵政局手遺失. Lost while in the custody of the L.P.O.

372. Ts'an ch'üeh wu hui yu p'iao: 殘缺污穢郵票. Torn and soiled postage stamps.
373. Tsê ch'êng: 責成. Responsibility.
374. Tsê jên: 責任. (Same as No. 373.)
375. Tsêng fên jun: 贈分潤. To allow—to grant—a commission on sale of stamps.
376. Ts'ê pu: 冊簿. Statistics.
377. Tsu fu man fei chih yu p'iao: 足敷滿費之郵票. Full postage.
378. Ts'un hsin ti pu: 存信底簿. Press-copy book.
379. Ts'un kên: 存根. The counterfoil; butt.
380. Tsung chü so hsia chih yu chieh: 總局所轄之郵界. The postal district controlled by a Head Office.
381. Tsung yu chêng ssü: 總郵政司. Inspector General of Posts.
382. T'u chang: 圖章. A private seal.
383. T'u chung: 途中. On the road; *en route*.
384. T'u mo chih yu p'iao: 塗抹之郵票. Soiled — defaced — postage stamps.
385. T'ui chi nei ti: 推及內地. To extend (postal operations) inland.
386. T'ui hsing: 推行. To extend; to expand.
387. T'ui kuang: 推廣. (Same as No. 386.)
388. T'ui hui yüan chü hui chih: 退回原局回執. A statement accompanying undeliverable correspondence returned to Office of origin.
389. T'ung cha: 通札. To issue circular instructions to.
390. T'ung hsin: 通信. To inform by letter.

391. Tung shu: 通書. A calendar; an almanac.
392. Tung jung t'ing kung: 通融停公. To close the Office by mutual arrangement.
393. Tung hang min chü: 同行民局. Branch of same letter hong established at another place.
394. Tz'ü ti shé chü: 次第設局. To establish Offices gradually, one by one.
395. Wai fu pao kuo: 外附包裹. "Outside a parcel" (a phrase written on the envelope or at the end of a letter indicating that a parcel accompanies it).
396. Wai kuo ti tao chih yu chien: 外國遞到之郵件. Inward international mail matter.
397. Wai kuo yu chü tsung pao: 外國郵局總包. Union Post Office closed mail.
398. Wai pí tzü yang: 外皮字樣. The inscription on an envelope.
399. Wai tzü: 外資. International postage—as opposed to domestic postage (內資).
400. Wai yang ko kuo: 外洋各國. Foreign countries; international.
401. Wan na chi ti chih tzü: 完納寄遞之資. To prepay postage.
402. Wan kuo pao kuo chang ch'êng: 萬國包裹章程. Union Parcel Post Regulations.
403. Wan kuo yu chêng kung hui: 萬國郵政公會. The Universal Postal Union.
404. Wang lai ching nei: 往來境內. "Domestic" (*i.e.*, circulating within China—as mail matter).

405. Wei ching fu tzü yu chien: 未經付資郵件. Unprepaid mail matter.
406. Wei hsiao chih yu p'iao: 未銷之郵票. Uncancelled postage stamps.
407. Wei ju yu hui chih kuo: 未入郵會之國. Country not in the Postal Union.
408. Wei t'ieh yu p'iao chih hsin: 未貼郵票之信. A letter without postage stamps affixed.
409. Wei tsao p'iao: 偽造票. Forged—counterfeit—stamps.
410. Wên pao chü: 文報局. The Despatch Forwarding Office.
411. Wên shu t'ung: 文書筒. Despatch envelope.
412. Wu cho yu chêng kung shu: 無著郵政公署. "Returned Letter Office."
413. Wu fa t'ou ti chih yu chien: 無法投遞之郵件. Undeliverable mail matter.
414. Wu chi: 誤寄. To missend.
415. Wu t'ou: 誤投. To misdeliver.
416. Yang wên kung shih: 洋文供事. Linguist Clerk.
417. Yen t'ung ch'ai k'an: 眼同拆看. To open in the presence of a witness.
418. Yen chêng chih chü: 驗證執據. Verification Certificate, [1.—36].
419. Yin p'iao: 銀票. A Money Order; a bank note.
420. Yin hua: 印花. A seal mark of a stamp or seal; an old name for postage stamps.
421. Ying na yu tzü: 應納郵資. Liable to postage.

422. Yu ch'ai: 郵差. Postal courier.
423. Yu chan: 郵站. A postal-station.
424. Yu ch'ê: 郵車. Mail cart.
425. Yu chêng chang ch'êng: 郵政章程. I.P.O. Postal Guide.
426. Yu chêng chin k'uan: 郵政進款. The postal revenue.
427. Yu chêng ching chieh: 郵政境界. A postal district.
428. Yu chêng ching chieh yü t'u: 郵政境界興圖. Map of postal communications; the I.P.O. Postal Working Map.
429. Yu chêng ch'ü so: 郵政處所. A place where a Post Office is established; a postal locality.
430. Yu chêng fu tsung pan: 郵政副總辦. Assistant Postal Secretary.
431. Yu chêng k'an ting tan shih: 郵政刑定單式. Postal forms.
432. Yu chêng kuan chü: 郵政官局. The official (Imperial) Post Office.
433. Yu chêng kung shu: 郵政公署. A Post Office.
434. Yu chêng kung wu: 郵政公務. Postal business.
435. Yu chêng pang pan: 郵政幫辦. Postal Assistant.
436. Yu chêng shih i: 郵政事宜. Postal affairs.
437. Yu chêng ssü: 郵政司. District Postmaster.

438. Yu chêng tsung chü: 郵政總局. A Head Office; General Post Office.
439. Yu chêng tsung pan: 郵政總辦. Postal Secretary.
440. Yu ch'êng: 郵呈. To report by post.
441. Yu chi tzü fei: 郵寄資費. Postal charges or rates.
442. Yu chien: 郵件. A postal article.
443. Yu chien chi fei ch'ing tan: 郵件寄費清單. Tariff of Postage.
444. Yu chien hsing shih ch'ih ts'un: 郵件形式尺寸. Description of a postal article.
445. Yu chien ts'un chü hou ling: 郵件存局候領. Mail matter lying at the Post Office "to be called for;" "*poste restante*" correspondence.
446. Yu ch'uan: 郵船. A mail steamer.
447. Yu chü chih shih jên yüan: 郵局執事人員. A Post Office employé.
448. Yu chü ching shou: 郵局經手. What passes through the post; mail matter handled or dealt with.
449. Yu chü li chang: 郵局例章. Postal regulations.
450. Yu hui: 郵會. The Postal Union.
451. Yu hui tzü li: 郵會資例. Union Tariff Regulations; tariff of the countries in the Postal Union.
452. Yu i: 郵驛. Government Courier Post-station.
453. Yu lu: 郵路. A postal route.
454. Yu p'iao: 郵票. A postage stamp.

455. Yu p'iao chiao chien: 郵票角尖. Corner of a postage stamp.
456. Yu p'iao ch'ing tan: 郵票清單. Inland Post Office Monthly Stamp Account, [I.—62].
457. Yu p'iao pu fu: 郵票不敷. Insufficient postage.
458. Yu p'iao tan chao: 郵票單照. Requisition for Postage Stamps.
459. Yu tai: 郵袋. A mail bag.
460. Yu ti: 郵遞. To post; to forward by post.
461. Yu tzü: 郵資. Postage.
462. Yu tzü i fu: 郵資已付. Postage prepaid.
463. Yü fu shao hsü yu tzü: 預付少許郵資. Partly prepaid postage.
464. Yü fu yu tzü: 預付郵資. To prepay postage.
465. Yü hsien pao: 逾限包. A "bulky" parcel; a parcel exceeding regulation weight and dimensions.
466. Yü i chih chü: 予以執據. To issue a certificate.
467. Yüan chi yu chien chih jên: 原寄郵件之人. Original sender of a letter.
468. Yüan chi chih yu chü: 原寄之郵局. Post Office of origin.
469. Yüan hsün: 原信. The original letter.
470. Yüan i chi kuan lü li: 員役籍貫履歷. Particulars of native place and service of employé.
471. Yüan i k'uan tai lai jên: 員役款待來人. Behaviour of postal employés towards the public.
472. Yüan i pan shih pao chieh: 員役辦事保結. Employé Security Bond.

473. Yüan i ying shou kwei t'iao: 員役應守規條 Rules to be observed by the staff.
474. Yun fei: 運費. Transit fee; transit charges.
475. Yun fei ts'é: 運費冊. Transit statistics.
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