



# RIGHT! WRITE RIGHT!

Private John Doe (Serial No.)  
Company X, 595th Infantry  
Army Post Office No. -----  
C/O Postmaster  
City, State - (As instructed by  
soldier or War Dept.)

Don't be discouraged by long delays in receiving replies to your letters to men in Uncle Sam's fighting forces. This is a World Wide War. The seas are wide and rough sailing. Regular mail travels in convoys and there are many unpredictable factors that may unavoidably delay the delivery of mail to men overseas. Be patient.

Don't be discouraged by necessary military restrictions. Write often to your servicemen; write long letters, but, remember, your letter may fall into enemy hands. Don't make it valuable reading for them.

The government considers your mail important—every ship that leaves this country carries mail.

The marines receive an assigned unit number and designation which he sends to the postmaster, either at New York or San Francisco, upon safe arrival overseas. The cards are then mailed to designated friends and relatives, who address mail according to the instructions on the cards.

If a soldier is located outside the United States address:

John Doe, Seaman Second Class,  
USS CHARLESTON  
C/O Postmaster  
San Francisco

There are only two post office addresses that should be used for naval forces afloat and overseas. They are: C/o Postmaster, New York or C/o Postmaster, San Francisco, depending on which is nearer the man addressed. Address:

V-Mail Service is available to and from the personnel of our Armed Forces of certain points outside the continental United States. If a message is addressed to or from a point where V-Mail equipment is not in operation, it will be transmitted in its original form by the most expeditious means of transportation.

V-Mail blanks are available at all post offices.

## POSTAGE FEES:

**REGULAR MAIL:** Three cents on letters addressed through an Army Post Office number.

**AIR MAIL:** Six cents per half ounce, outside United States.

**PARCEL POST:** Postage charged only from city of mailing to port of despatch in the United States. (Get exact cost from your local post office).

THE WAR AND NAVY DEPARTMENTS ALWAYS NOTIFY THE NEXT OF KIN IN THE EVENT OF ANY SERIOUS CASUALTIES. IN THE ABSENCE OF ANY SUCH REPORTS, IT IS SAFE TO AS

PS RETURN TO—

**V... MAIL**

HOLD HERE

HOLD HERE

(1) V-Mail Service is available to and from the personnel of our Armed Forces of certain points outside the continental United States. If a message is addressed to or from a point where V-Mail equipment is not in operation, it will be transmitted in its original form by the most expeditious means of transportation.

(2) When messages are transmitted by V-Mail Service, a postmaster photographic negative of the message is made and sent by the most expeditious means of transportation. It is important that the message be written very legibly.

(3) Write the entire message on the other side before the double line. Do not write on the inside of the envelope.

(4) Write the serial number, unit, and ship in any post office letter drop or other letter box or ordinary letter mail.

(5) Fold according to instructions, seal, and drop in any post office letter drop or other letter box or ordinary letter mail.

(6) If it is desired to send more than one letter, the corresponding postmaster's name and address must be placed in the corresponding space.

(7) The original will be destroyed after the corresponding message has been placed.

(8) Address envelopes should be placed in the corresponding space.