

Re-establishment

No. 1011.

(LOCATION PAPER.)

Post Office Department,

OFFICE OF THE FOURTH ASSISTANT POSTMASTER GENERAL,  
DIVISION OF APPOINTMENTS.

WASHINGTON, D. C., FEB 9 1903, 190 .

SIR: Before the Postmaster General decides upon the application for the establishment of a post office at East Richland, County of Belmont, State of Ohio, it will be necessary for you to carefully answer the subjoined questions, get a neighboring postmaster to certify to the correctness of the answers, and return the location paper to the Department, addressed to me.

If the site selected for the proposed office be not on any mail route, only a "Special Office" can be established, to be supplied with mail from some convenient point on the nearest mail route by a special carrier, for which service a sum equal two-thirds the salary of the postmaster will be paid by the Department.

You should inform the contractor, or person performing service for him, of this application, and require him to execute the appended certificate as to the practicability of supplying the proposed office with mail.

Very respectfully,

*J. P. Bristow*

Fourth Assistant Postmaster General.

To Mr. Otto Rottmeier

care of the Postmaster of St. Clairsville, who will please forward to him.

STATEMENT.

The proposed office to be called

East Richland

Notice directions for selecting post office names on next page.

It will be situated in the \_\_\_\_\_ quarter of Section \_\_\_\_\_, Township Richld (North or South),

Range \_\_\_\_\_ (East or West), \_\_\_\_\_, in the County of Belmont, State of Ohio

It will be on or near route No. 1, being the route from St. Clairsville to \_\_\_\_\_, on which the mail is now carried 6 times per week.

Will it be directly on this route?—Ans. Yes

If not, how much would its supply on this route increase the distance necessarily traveled by the carrier in going once over the route? \_\_\_\_\_

If not on any route and a "Special Office" is wanted, from what office to be supplied? \_\_\_\_\_

The name of the nearest office to the proposed one, on one side, is Loydsville its distance is 2 1/2 miles in a West direction from the proposed office.

The name of the nearest office, on the other side, is Pannock its distance is 3 miles in a North direction from the proposed office.

The name of the other nearest office to the proposed one is St. Clairsville its distance by the most direct road is 3 miles in a East direction from the proposed office.

The name of the most prominent river near it is \_\_\_\_\_

The name of the nearest creek is \_\_\_\_\_

The proposed office will be \_\_\_\_\_ miles from said river, on the \_\_\_\_\_ side of it, and will be \_\_\_\_\_ miles from said nearest creek, on the \_\_\_\_\_ side of it.

The name of the nearest railroad is \_\_\_\_\_

If on the line of or near a railroad, on which side will the office be located; how far from the track; and what is, or will be, the name of the station?—Ans. \_\_\_\_\_

Give the population to be supplied by the proposed office.—Ans. 755 190

If it be a village, state the number of inhabitants.—Ans. 75

A diagram, or sketch from a map, showing the position of the proposed new office, with neighboring river or creek, roads, and other post offices, towns, or villages near it, will be useful, and is therefore desired.

ALL WHICH I CERTIFY to be correct and true, according to the best of my knowledge and belief, this 12 day of Feb, 1903

(Sign full name.) William H. Roscoe, Proposed P. M.

I CERTIFY that I have examined the foregoing statement, and that it is correct and true, to the best of my knowledge and belief.

(This must be signed by Postmaster at nearest office.)

William L. George

Postmaster at Loydsville, O.

(OVER.)

\*At a "special office" the postmaster is authorized to employ a carrier to supply the office as often as practicable, for a sum not exceeding two-thirds of the postmaster's compensation.

Application

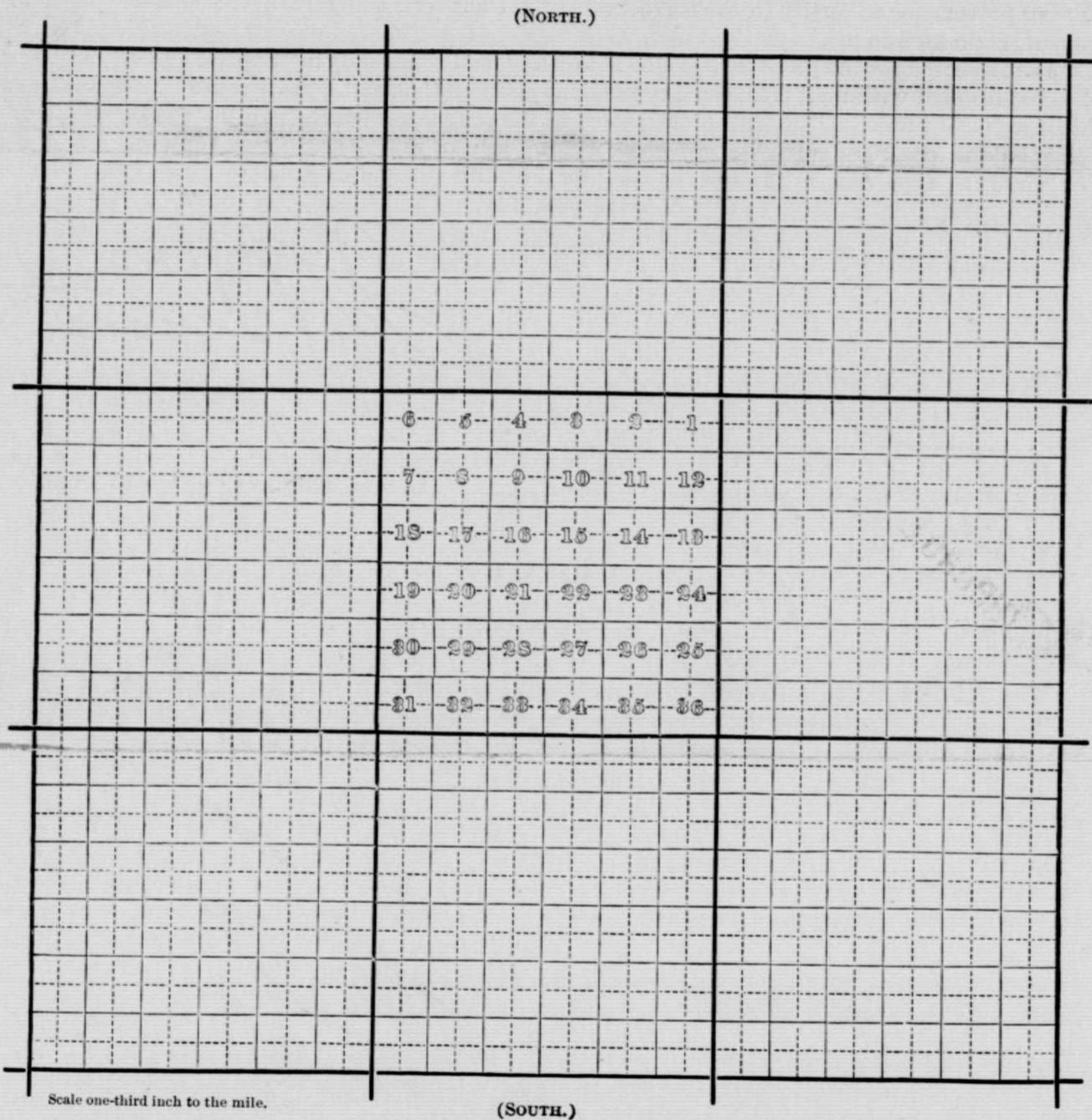
offices should be accompanied by petitions of the citizens interested.

Creek Meadows

Diagram showing the site of the \_\_\_\_\_ Post Office,  
in Township \_\_\_\_\_ (N. or S.), Range \_\_\_\_\_ (E. or W.) of \_\_\_\_\_ Principal  
Meridian, County of \_\_\_\_\_, State \_\_\_\_\_,  
with the adjacent Townships and Post Offices.

TOPOGRAPHIC  
MAY 13 1903  
P. O. DEPT.

It is requested that the exact site of the proposed or existing Post Office, as also the roads to the adjoining offices, and the larger streams or rivers, be marked on this diagram, to be returned as soon as possible to the Post Office Department.



**INSTRUCTIONS RELATIVE TO NAMES OF POST OFFICES.**

Attention is called to the following order issued by the Postmaster General, dated April 9, 1894:

“ORDERED, No. 114.—To remove a cause of annoyance to the Department and injury to the Postal Service in the selection of names for newly established post offices, it is hereby ordered, that from this date only short names or names of one word will be accepted. There may be exceptions when the name selected is historical, or has become local by long usage, but the Department reserves the right in such cases to make the exception or not as it sees proper. Names of post offices will only be changed for reasons satisfactory to the Department.”

The prefix of “East,” “Old,” “New,” “North,” “South,” or “West,” to the name of a post office is objectionable; as also is the addition of “Burg,” “Center,” “City,” “Corners,” “Creek,” “Cross Roads,” “Depot,” “Hill,” “Hotel,” “Hollow,” “Junction,” “Mill,” “Mound,” “Peak,” “Plains,” “Point,” “Port,” “Prairie,” “Rock,” “River,” “Run,” “Ridge,” “Store,” “Station,” “Springs,” “Town,” “Vale,” “Valley,” or “Village,” and all other prefixes or additions, as such prefixes or additions are liable to lead to confusion and delay in transmission of the mails.

Delay may often be avoided by here submitting in order of preference several names as the one first selected may be rejected by the Department.

Please answer soon.

F



Post Office Department,

TOPOGRAPHER'S OFFICE,

Washington, April 9<sup>th</sup>, 1878.

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 to fill up the spaces and answer the questions below, and return the same, verified by your signature and dated, under cover to this Office.

Respectfully, &c.,

*W.W.*

Topographer P. O. Dept.

To POSTMASTER AT

*East Richland Belmont Co., Ohio*

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

*East Richland P.O.*

\* Its local name is

It is situated in the

quarter of Section No. \_\_\_\_\_, in Township

(north or south), Range

(east or west), County

of *Belmont*

, State of *Ohio*

The name of the most prominent river near it is

*Ohio River*

The name of the nearest creek is

*Wheeling creek*

This Office is *13* miles from said river, on the *west* side of it, and is *2* miles from said nearest creek, on the *south* side of it.

The name of the nearest Office on route No. *21275* is *Boydsville O.* and its distance is *2 1/2* miles, by the traveled road, in an *western* direction from this my Office.

The name of the nearest Office, on the same route, on the other side, is *Shelbournsville O.* and its distance is *3* miles in an *Eastern* direction from this my Office.

The name of the nearest Office off the route is *Warmoes Sta*, and its distance by the most direct road is *three* miles in a *Southern* direction from this my Office.

This Office is at a distance of *3* miles from the *Sta* Station of the *B. & O.* Railroad, on the *North* side of the railroad.

State, under this, the names of all other Offices near your Office, in different directions from it, and their distances from it by the most direct roads.

\* 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, that it may be identified on the map of the State (or Territory).

A diagram of the township and sections (or, where the land is not so divided, a sketch map,) showing the precise location of your Office, together with the adjoining Post Offices, towns, or villages, the roads, railroads, and larger streams or creeks, in addition to the above, will be useful, and is desired.—(See diagram blank accompanying this, to be filled up.)

(Signature of Postmaster.)

*E. B. Smith*

(Date.)

*April 25<sup>th</sup> 78*