

Post Office Department
 FOURTH ASSISTANT POSTMASTER GENERAL
 Washington May 31, 1917.

SIR:
 In order that the site of your post office may be accurately represented upon the post-route maps, it is requested that you carefully answer the questions below and furnish a sketch, according to instructions on opposite side of paper, which should be returned to this Division as soon as possible.
 Respectfully,

For change of site 1 mile E.

To Postmaster at Steel
Belmont Co,
Ohio.

Earl Stanley
 Fourth Assistant Postmaster General.

The name of my post office is Steel

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: McClainsville, Ohio

My post office is situated in the S.E. quarter of section No. 7, in Township 6 N.
 Range 3 W. of the principal meridian, County of Belmont
 State of Ohio

The name of the nearest river is Ohio, and the post-office building is at a distance of 3 1/2 miles on the West side of it.

The name of the nearest creek is McMahon, and the post-office building is at a distance of 600 Ft. on the South side of it.

The name of the nearest office on my route is Neff, O. and its distance is 2 miles, by the traveled road, in a West direction from this, my office.

The name of the nearest office on my route, on the other side, is Bellaire O. and its distance is 3 1/2 miles, in a East direction from this, my office.

The name of the nearest office not on my route is Brookside, O. and its distance is 4 miles, by the traveled road, in a North direction from this, my office.

The post-office building is on the North side of the Baltimore & Ohio Railroad, and at a distance of 1500 ft. from the track.

The railroad ~~station~~ name is McClainsville (no station)

My post office is 3 1/2 miles, air-line distance, West from the nearest point of my county boundary.

Postmaster: *E. E. Giffen*
 Date: June 4, 1917.

DIAGRAM, EXPLANATION, AND INSTRUCTIONS.

Indicate upon the diagram the site of the post office by placing a dot in the proper quarter section.

The surrounding offices should be accurately located and the names plainly written.

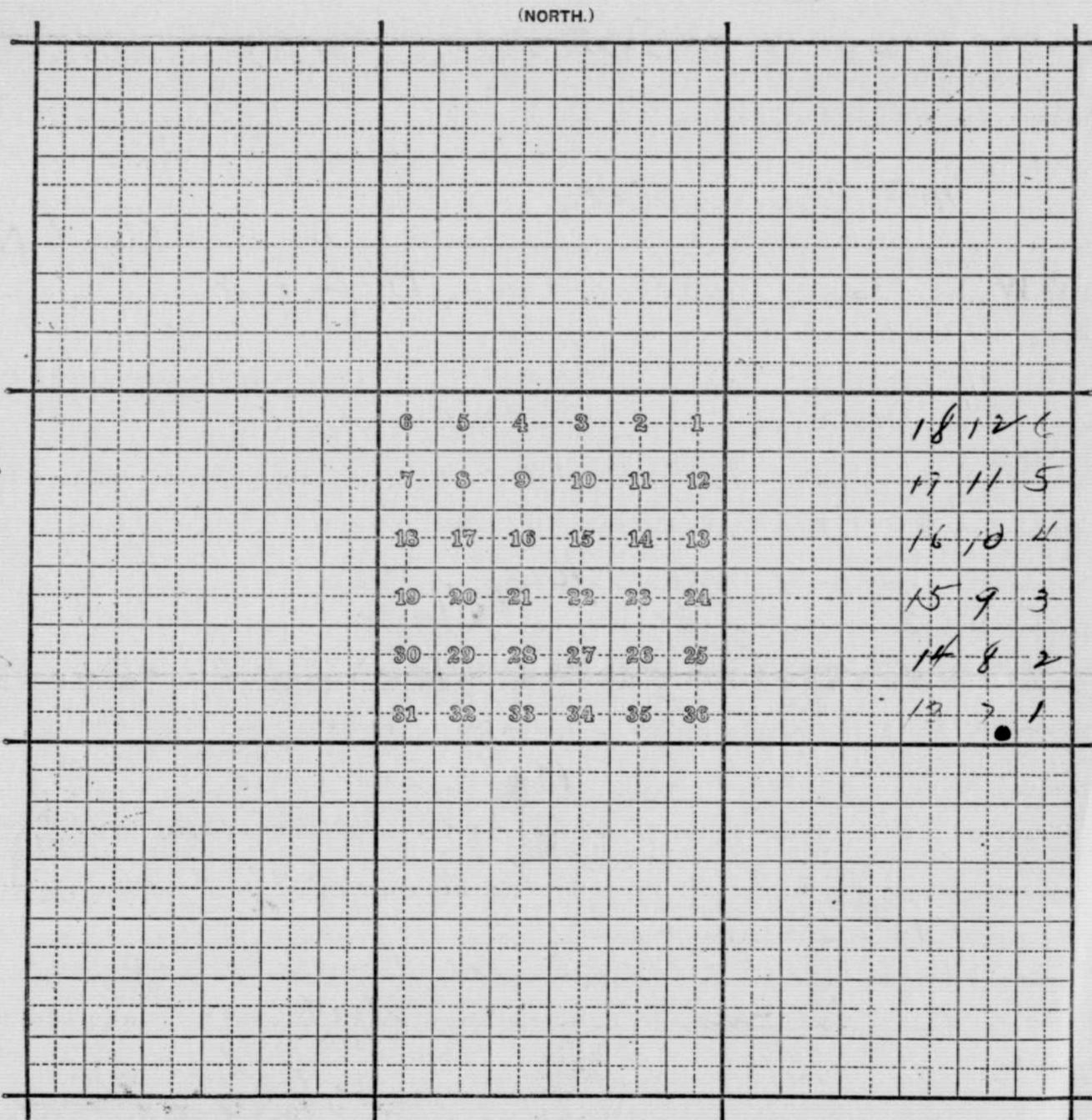
Draw distinctly the railways, roads, rivers, and creeks.

The post office is situated in the SE quarter of section No. 7
 in Township 6 north, Range 3 west, of the _____ principal meridian.
N. or S. E. or W.

In localities not surveyed by the U. S. Land Office, a sketch is requested.

Range 3 west

Twp. 6 north



Scale, one-third inch to mile.

(SOUTH.)

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R.M.

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DIVISION OF TOPOGRAPHY

POST OFFICE DEPARTMENT
OFFICE OF THE
FOURTH ASSISTANT POSTMASTER GENERAL
WASHINGTON AUG 14 1907



Sir:

In order that this office may determine, with as much accuracy as possible, the relative positions of Post Offices, so that they may be correctly delineated on its maps, please carefully answer the questions below, and furnish the diagram on the other side, returning the same as soon as possible, verified by your signature and dated.

Very respectfully,

[Handwritten Signature]

Fourth Assistant Postmaster General.

To POSTMASTER AT Steel,
Belmont Co,
Ohio.

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

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: Railroad Station name is Steff Ohio.

The P. O. is situated in the N.W. quarter of Section No. 12, in Township 5 (north or south), Range 3 (east or west), County of Belmont, State of Ohio

The name of the most prominent river near it is Ohio river at Bellare - 5 miles

The name of the nearest creek is Mc Mahon

This Office is 5 miles from said river, on the west side of it, and is on bank of ~~miles from~~ said nearest creek, on the East side of it.

My Office is on Mail Route No. _____

My Office is a Special Office supplied from _____, _____ miles distant.

The name of the nearest Office on my route is _____, and its distance is _____ miles, by the traveled road, in a _____ direction from this, my Office.

The name of the nearest Office, on the same route, on the other side, is _____ and its distance is _____ miles in a _____ direction from this, my Office.

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

The name of the nearest railroad is Steff Ohio RR

If on the line of or near the railroad, on which side and how far from the track is your Office located? North side, 100 feet from track

(Signature of Postmaster.)

[Handwritten Signature: C. D. Lamb]

(Date.)

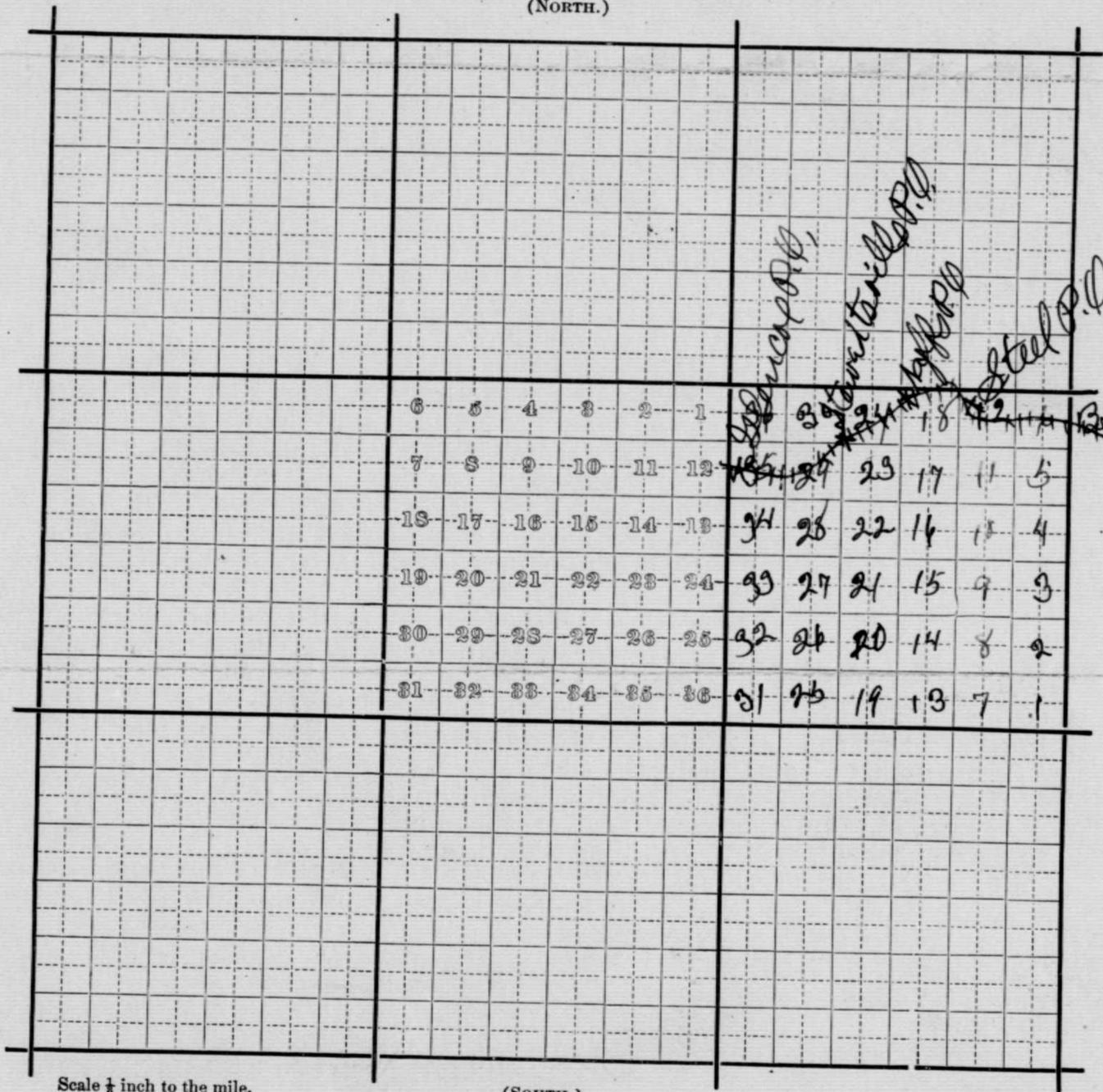
Sept 10 1907

Diagram showing the site of the Steel Post Office
 in Township 5 (N. or S.), Range 3 (E. or W.),
 of Principal Meridian, County of Belmont, State
 of Ohio, with the adjacent Townships and Post Offices.

It is requested that the exact site of your Post Office, as also the roads to the adjoining Offices, and the rivers and creeks, be marked on this diagram, to be returned as soon as possible to the Topographer's Office, Post Office Department. If on, or near a railroad, mark the railroad and adjacent Station accurately.

In localities not surveyed by the U. S. Land Office, a sketch map is requested.

(NORTH.)



Scale $\frac{1}{4}$ inch to the mile.

(SOUTH.)



(No. 1011—NEW SERIES—JANUARY 1, 1884.)

(LOCATION PAPER.)

Post Office Department,

OFFICE OF THE FIRST ASSISTANT P. M. GENERAL,

WASHINGTON, D. C., May 12, 1885.



Sir: Before the Postmaster General decides upon the application for the establishment of a post office at St. Clairsville Junction, 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 should not be on any mail route now under contract, only a "Special Office" can be established there, to be supplied with mail from some convenient point on the nearest mail route by a special carrier, for which service a sum equal to two-thirds of the amount of the salary of the postmaster at such office will be paid.

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

Very respectfully,

MALCOLM HAY,
First Assistant Postmaster General.

To Mr. J. F. Hutchinson

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

STATEMENT.

The proposed office to be called Steel

Select a short name for the proposed office, which, when written, will not resemble the name of any other post office in the United States.

It will be situated in the NW quarter of Section 12, Township 5 (North or South), Range 3 (East or West), in the County of Belmont, State of Ohio

It will be on or near route No. 21001, being the route from Sandusky Newark to Wheeling, on which the mail is now carried 28 times per week.

The contractor's name is Gale & Ohio R.R. Co.

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

If not, how far from, and on which side of it?—Ans. _____

How much will it increase the travel of the mail one way each trip?—Ans. _____

Where will the mail leave the present route to supply the proposed office?—Ans. _____

Where intersect the route again?—Ans. _____

What post office will be left out by this change?—Ans. _____

If not on any route, is a "Special Office" wanted?—Ans. _____ To be supplied from _____

The name of the nearest office to the proposed one, on the same route, is Shields direction from the proposed office.

its distance is 1 1/2 miles in a Westerly direction from the proposed office.

The name of the nearest office on the same route, on the other side, is Bellaire direction from the proposed office.

its distance is 4 1/2 miles in a Easterly direction from the proposed office.

The name of the nearest office to the proposed one, not on this route, is St. Clairsville direction from the proposed office.

distance by the most direct road 6 3/4 miles in a NW direction from the proposed office.

The name of the most prominent river near it is Ohio

The name of the nearest creek is McMahon's

The proposed office will be 5 1/4 miles from said river, on the North side of it, and will be 0 miles from said nearest creek, on the North side of it.

The name of the nearest railroad is B. & O.

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. North side 22 yds St. Clairsville Junction

What will be the distance from the proposed site to the nearest flag station?—Ans. 22 yds

State name of station: St. Clairsville Junction

What will be the distance from the proposed site to the nearest station at which mail trains make regular stops?—Ans. 22 yds

State name of station? St. Clairsville Junction

If the proposed office is located where it can be supplied from a crane or flag station, or located over 80 rods from the station where mail trains make regular stops, will the mail be carried to and from the proposed office without expense to the Department?—Ans. Without

Spinse

If it be a village, state the number of inhabitants.—Ans. 300

Also, the population to be supplied by the proposed office.—Ans. 300

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.

A correct map of the locality might be furnished by the county surveyor, but this must be without expense to the Post Office Department.

ALL WHICH I CERTIFY to be correct and true, according to the best of my knowledge and belief, this 28th day of May, 1885.

(Sign full name.) Joseph H. Hutchison, 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.

William Add

Postmaster at Add

Belmont Co. O.

(OVER.)

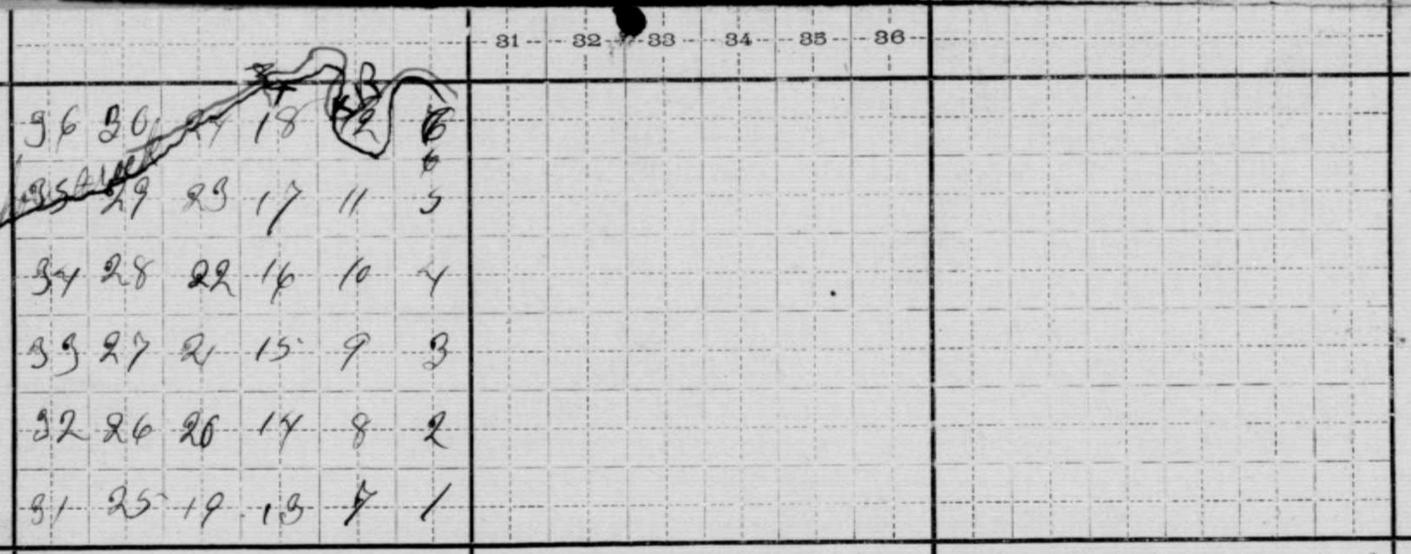
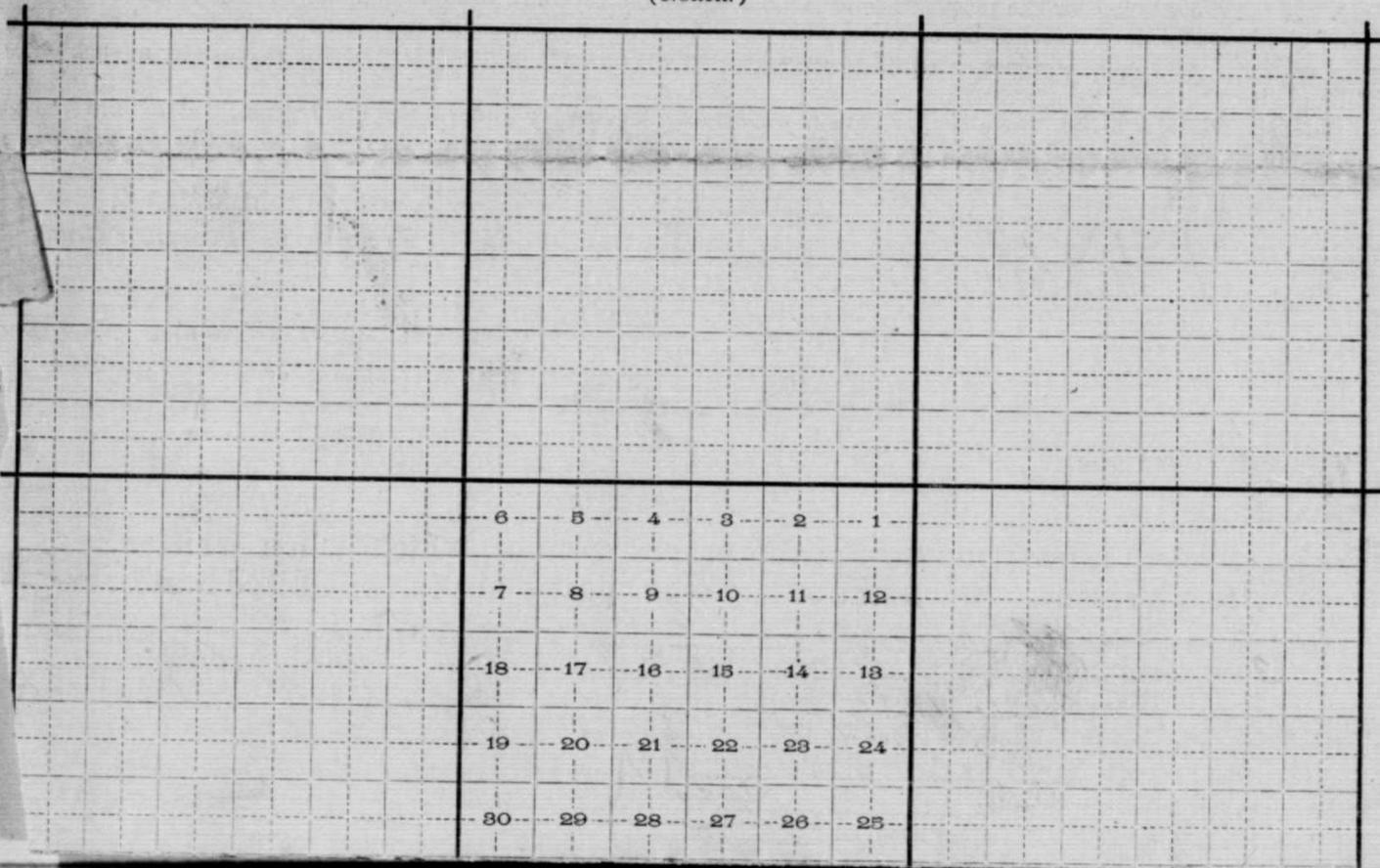
Be careful to answer the inquiries fully and accurately, or the case will not be acted upon.

Diagram showing the site of the Locust Steel Post Office
 in Township 5 (N. or S.), Range 3 (E. or W.) of Principal
 Meridian, County of Belmont, State
 of Ohio, with the adjacent Townships and Post Offices.

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.

Steel Post

(NORTH.)



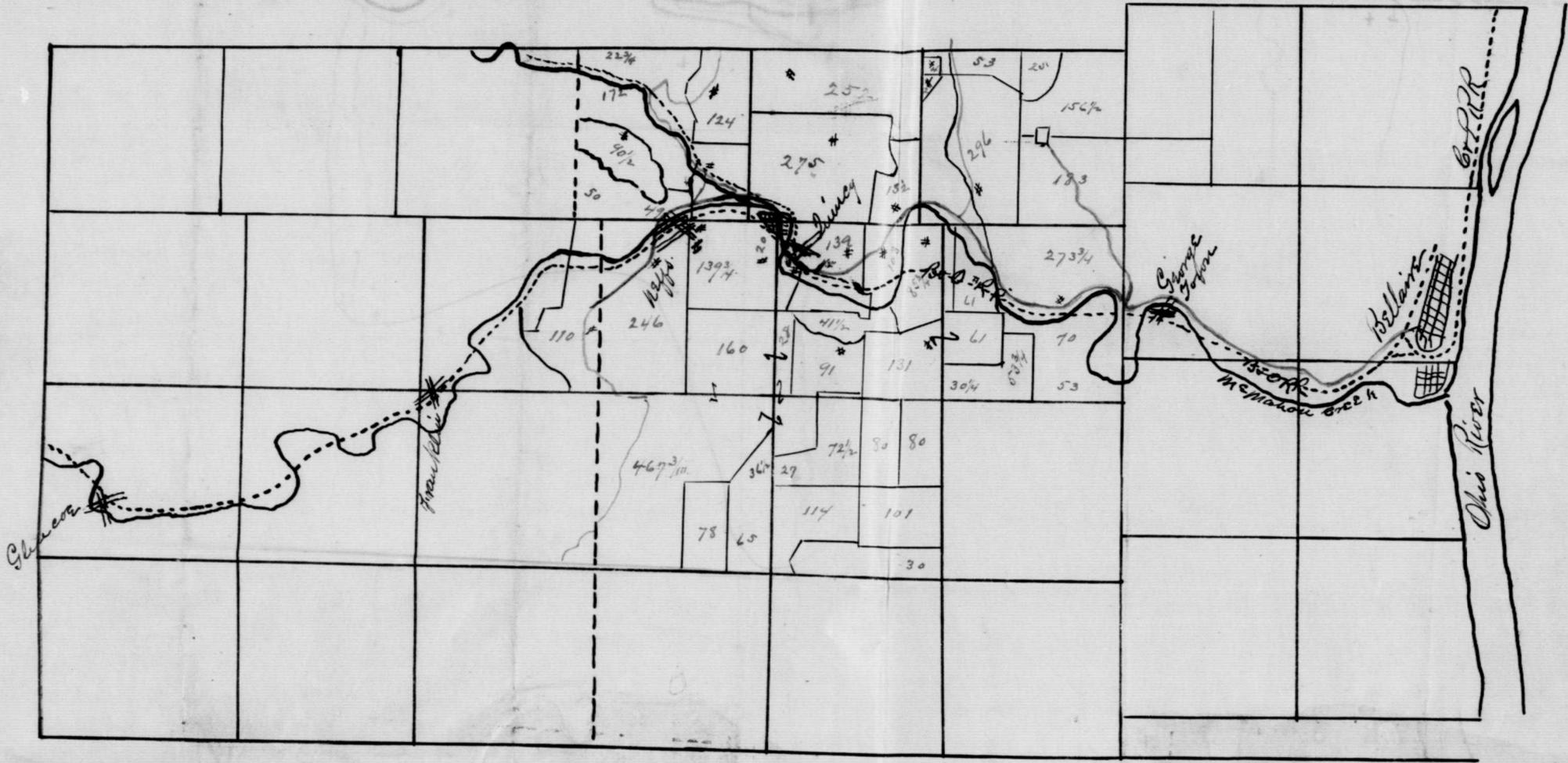
Scale $\frac{1}{2}$ inch to the mile.

(SOUTH.)

A = Location of Shields P.O.

B = Proposed location of Steel P.O.

The dark crooked mark is McMechans Creek
 The red line represents the public road



Shulls PO

