

Post Office Department,

November 1st, 1848

Sir:

Being authorised by an Act of Congress approved 14th August, 1848, to employ an agent in making arrangements for the establishment of Post Offices and for the transmission, receipt and conveyance of letters in California, I hereby appoint you such Agent. The duties with which you are to be charged, will not be confined to any one branch of the Department. They will embrace whatever may appertain to the operations of the Contract, Appointment and Fiscal Bureaus of this Department in California.

A rule having been created by law, and the same being put in operation by the employment of Steamships, extending along the whole coast of California, your first duty will be to proceed to the selection of suitable persons for Postmasters at San Diego, San Pedro, Santa Barbara, San Luis Obispo and Monterey, and at such points on the Pacific at which the United States Steam Mail Packets shall touch as may need such appointments. For San Francisco, a Postmaster has already been appointed, Samuel Yorke At Lee Esq., who will repair by the first opportunity to that place. Of course, you will not take steps for appointing Postmasters at any of the above named places, on finding that such appointment would be inexpedient or unnecessary, by reason of not having a mail supply or for any other cause. On making such selection you will report the same to the Department at Washington for appointment, in the mean time placing the nominee in the performance of the duties of his office by a temporary letter of appointment, signed by yourself, to cease on receiving a commission from the Post Master General, or official information that the appointment has been refused. With your report of the nomination of any Postmaster, you will forward his bond, duly executed by himself and sureties, certified by you to be sufficient and filled with such an amount as you shall deem adequate for the case. You will also cause him to be duly sworn on entering upon his duties. You will furnish him with proper blanks for Post bills, accounts of mails sent, account of mails received, quarterly returns, and whatsoever else may be necessary to enable him properly to discharge his duties of Postmaster and to keep and render full and faithful accounts.

You will also instruct each Postmaster how to perform his duties and especially that he render his accounts for each quarter immediately after the expiration thereof to the Post Master General of the United States at Washington. The collection of the balances arising at each office, is a duty that will demand your utmost care and vigilance.

Before selecting Postmasters for offices not receiving their mail by the Government Packets, you will ascertain by what road, and from what point on the coast the same is to be supplied, and as no route into the interior of California has yet been created by Act of Congress, you will have to make the supply of each office situated in the interior, conditioned upon the expense thereof being defrayed out of the net proceeds of such office. This restriction will necessarily keep the Post route arrangements, which you may create ~~from~~ upon an economical footing. With or without