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Department of Posts, India
Office of the Chief Postmaster General,
West Bengal Circle,
Kolkata-700 012

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To
The Headmaster,
New Barrackpore Colony Boy's High School,
Dist-North 24 Parganas,
Kolkata-7000131

No. MM&PO/Phil/SC/NBCBHS/2021

Dated at Kolkata -7000 12, the 15.02.2021

Subject: Release of a Special Cover on the occasion of 70 years of New Barrackpore Colony Boy's High School on 19.02.2021.

Reference:-Your letter dated 04-02-2021.

I am directed to intimate that the Chief Postmaster General, West Bengal Circle has been pleased to approve the release of a Special Cover with cancellation on 19.02.2021 (Friday) on the occasion of 70 years of New Barrackpore Colony Boy's High School on 19.02.2021.

- a) The designs of the Special Cover and the Special Cancellation as approved by the competent authority are enclosed herewith and it is permitted to print 2000 (Two thousand ONLY) pieces of the Special Cover strictly as per the design and specification approved by the competent authority.
- b) The sale price of the Special Cover should not exceed @Rs 20/- per piece excluding the cost of the postage stamp(either definitive or commemorative postage stamp) to be affixed on the cover and the amount realized from the sale of those covers will be deposited to the Government Account.
- c)The Special Cover should conform strictly to one of these three sizes : i) 11cm x 22 cm, ii) 13cm x 22 cm & iii) 16cm x 24.3 cm and paper should be Maplithos 120 GSM. The back side of the special cover should contain the logo of Department of Posts and the words "Approved by: the Chief Postmaster General, West Bengal Circle, Department of Posts" (also in Hindi version), with Code No: - WB/04/2021.
- d)All the printed Special covers must be handed over to Director(Philately), Kolkata GPO, Kolkata-700001 for cancellation before release. Philatelic Bureau, Kolkata GPO will set up an extension counter at the venue of release of Special Cover on the day of release and all the Special cover(except 500 pieces) will be available there for sale and all the sale proceeds of these Special Covers will be given to the proponent along with the balance of unsold Special Covers.
- e)Necessary action may be taken as per the existing Rules & Procedures of the Department regarding release of any Special Cover vide "The Handbook on Philately" and instructions issued in this regard from time to time. It is also requested to deposit 500 (five hundred) pieces of blank Special Covers to Philatelic Bureau, Kolkata GPO.


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f) The entire expenditure for releasing and holding the function for release of the Special cover is to be borne by you (Respondent), Besides this, a prescribed fee of Rs.25,000/- (Rs. Twenty five thousands only) is to be paid by you to this Department for releasing the Special Cover. All such payments should be made to Barasat H.O.

g) Formal invitation card/letter along with the latest minute to minute programme of the release function to be held on 19.02.2021 and Dais plan may kindly be sent to the undersigned at the earliest.


h) It may kindly be ensured that no sale of the said special cover takes place before its formal release on 19.02.2021.

Enclosure: As stated above.


Asstt. Director of Postal Services (BD & Philately)
Office of the Chief Postmaster General,
West Bengal Circle, Kolkata-700012

Copy forwarded to-

1. The Postmaster General, Kolkata Region, Kolkata-700012 for information and necessary action.
2. The Director (Philately), Department of Posts, Dak Bhavan, Sansad Marg, New Delhi-110001 for kind information .
3. The ADPS(Technology), O/o the CPMG, WB Circle, Kolkata-700012 for kind information and taking necessary action towards uploading the information in the website of the Department.
Encl: One specimen copy of Special Cover and Cancellation Cachet.
4. The Director, Kolkata GPO, Kolkata-700001. Necessary action may kindly be taken to supply 200 special covers to the ADG(Philately), Dak Bhawan, New Delhi for sale at e Post office, vide Directorate letter under F. No.25-01/2015-Phil dated 17-02-2016, circulated through C.O. letter under no.MM&PO/Rlg/SC/2016 dated 22.02.2016 and 26.04.2016. and other bureaus as per C.O. letter no.MM&PO/Phil/Misc/2019 dated 17.10.2019.
5. The ADPS(IV), Kolkata Region, Kolkata-700012 for information and necessary action.
6. The Supdt., Barasat Dn., Kolkata-700124 for information and necessary action w.r. to his letter no./Philately/Barasat Division/2020-21 dated 04.2.2021.


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