

Post Office Telephone Number Register

Complete and distribute as shown on each part. Make subsequent changes by completing and distributing another form.

Post Office™ (Name, county, state, and ZIP Code®)	Hours of Operation (Open to employees)	Finance Number
	Business Hours (Open to public)	
Name of Installation Head	Office Telephone (Include area code)	Home Telephone (Include area code)
Nearest Day Telephone if Official Telephone Is Not Available (Include area code and name in which it is listed)		
Supervisor to Contact in Absence of Postmaster	Home Address	Home Telephone (Include area code)
Employee to Contact in Absence of Supervisor	Home Address	Home Telephone (Include area code)
Name and Address of the Parent Station or the Nearest 24-Hour Postal Station or P&DC		Telephone Number (Include area code)
Name and Office Address of Chief of Police		Office Telephone (Include area code)
		Home Telephone * (Include area code)
Name and Address of County Sheriff		Office Telephone (Include area code)
		Home Telephone * (Include area code)
Comments	Date Completed	

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