Australia Post

IB4 (Ju

# Information Card and Inspection Record

| Office | Please tick appropriate boxes |
|---|---|
| WONGA PARK | [X] Scale Rate [ ] Self Contained [ ] Austral Owned [ ] Leased [ ] Full Time Service [X] Business [ ] Other |
| Location: Corner Dudley and Yarra Roads WONGA PARK ~~3136~~ 3117 | |

| Date Established | File No. | Telephone No. | Savings Bank Ledger Branch |
|---|---|---|---|
| | PV237/26/87 ~~GA1431~~ | 722-1287 | CROYDON |
| **Local Call Allowance** | **Money Order Code** | **Bank Account** | **Hours of Business** |
| 700 | 3-4765-3-3 | N/A | Postal 9-12 : 1-5 9-11 Telephone |

| Full Name of Postmaster | Date of Birth | Appointed |
|---|---|---|
| ~~VAN WEGBERG Patricia Marie~~ | ~~15/8/47~~ | ~~19/12/78~~ |
| TRALONGO Maria Luisa | 22/5/55 | 11/10/82 |
| TRALONGO NICK | | 7/1/83 |

## Records of Inspections and Audits

| Date | Remarks | Init |
|---|---|---|
| 19/12/78 | Transfer | |
| 29/5/79 | Satisfactory | K |
| 5/8/80 | SATISFACTORY | |
| 14/4/82 | ✓ | |
| 11/10/82 | TRANSFER | |
| 17/11/82 | SPECIAL AUDIT. $239.62 ✓ | |
| | CARRIER SPECIAL ITEM. | |
| 29/7/83 | SATISFACTORY | T |

## Particulars of Advances

| Date | 21/11/77 | 16/4/82 | | | | | |
|---|---|---|---|---|---|---|---|
| Postal Stamps | 200 | ✓ 400 | | | | | |
| Postal Orders | | | | | | | |
| Tax Stamps | 200 | ✓ 200 | | | | | |
| State Duty | 10 | ✓ 10 | | | | | |
| Padded Post Bags | | 20 | | | | | |
| Cash Reserve | 60 | ✓ 60 | | | | | |

## Assistance at Australia Post Expense

| Name | Designation | Com'ced | Wkly Hours | Remarks |
|---|---|---|---|---|
| | | | | |

## Authorised Assistance *(Without expense to Australia Post)*

| Name | Date of Birth | Remarks |
|---|---|---|
| ~~Theodoris Van Wegberg~~ | | |
| Nicola Tralongo | A. | |

## Nature and Amount of Allowances Payable

| Date of Variation | 1/7/77 | 1/7/78 | 1/7/79 | 1/7/80 | 1/7/81 | 1/4/82 | 1/7/82 | 1.7.83 | | | | |
|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Total Work Units | 58275 | 69207 | 80570 | 83491 | 79697 | | 83504 | 56955 | | | | |
| Business (Less Rent) | 3699.18 | 4676.59 | 5843.98 | 6328.45 | 7180.62 | | 8241.09 | 5961.99 | | | | |
| Saturday Attendance | 277.10 | 291.20 | 358.83 | 389.76 | 440. | | 507.36 | 365.37 | | | | |
| Accommodation, Light & Heating | 149.50 | 149.50 | 149.50 | 175.50 | 175.50 | 195.00 | 195.00 | 169.00 | | | | |
| Lighting and Heating *(If special allowance payable)* | | | | | | | | | | | | |
| Supplementary | 13 | 13 | 13 | | | | | | | | | |
| Cleaning | | | | | | | | | | | | |
| Phone Service (Extension or Con.) | | | | | | | | | | | | |
| Telegram Delivery | | | | | | | | | | | | |
| Street Mail Delivery | | | | | | | | | | | | |
| Conveyance Mails | | | | | | | | | | | | |
| After Hours Mail Attendance | | | | | | | | | | | | |
| Attendance Railway Station | | | | | | | | | | | | |
| Clearing Posting Boxes | | | | | | | | | | | | |
| Cleaning P.T. Cabinets | 52 | 52 | 52 | 65. | 78 | | 78.00 | 78.00 | 91.00 | | | |
| Leave Loading | | | | | | | | | | | | |
| Total | | | 6417.31 | 6958.71 | 7874.12 | | 9021.45 | 6600.36 | | | | |
| Rent Deduction (if any) | | | | | | | | | | | | |