Radiogram

The American Radio Relay League
RADIOGRAM
Via Amateur Radio

Number	Precedence	HX	Station of Origin	Check	Place of Origin	Time Filed	Date

To:

Telephone Number:

This Radio Message was received at

Amateur Station_____ Phone _____

Name _____

Street Address _____

City, State, Zip _____

_____ _____ _____ _____ _____

_____ _____ _____ _____ _____

_____ _____ _____ _____ _____

_____ _____ _____ _____ _____

_____ _____ _____ _____ _____

From REC'D	Date	Time	To SENT	Date	Time

The American Radio Relay League, Inc. is the National Membership Society of licensed radio amateurs and the publisher of *QST* Magazine. One of its functions is promotion of public service communication among Amateur Operators. To that end, The League has organized the National Traffic System for daily nationwide message handling .

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Preamble
Number
This is a reference. Each person has their own numbering system.
Precedence
This is a code letter that tells how critical the message is.

EMERGENCY Handle before any other messages.

PRIORITY Urgent, handle only emergency messages faster.

WELFARE Handle after emergency or priority.

ROUTINE Day to day urgency. Handle as soon as possible.
Handling Instructions
HXA (Followed by a number) Collect landline delivery authorized a given number of miles. If no number, authorization is unlimited.

HXB (Followed by a number) Cancel message if not delivered within the given time of filing. Service message back to the originating station.

HXC Report date and time of delivery to originating station.

HXD Report to originating station the identity of the station which received the message, plus date and time.

HXE Delivering station to get reply from addressee and originate a message back.

HXF (Followed b y a number) Hold delivery until the date indicated.

HXG Deliver by mail or landline. Toll call not required.
Station of Origin
This is the station that wrote the message.
Check
A count of the actual words in a message. See Checking Your Message.
Place of Origin
This is the actual place where the message started from.
Time Filed
This is the time that a message was written.
Date
This is the day the message was written
ADDRESS
The more complete the address on the message the easier and faster it can get to the addressee. Be as complete as possible. A telephone number is a must.
TEXT
The text is what the sender wants to tell the addressee. Texts should be limited to 25 words or less non-commercial in nature.
SIGNATURE
The signature identifies the person sending the message.