



RADIOGRAM

VIA AMATEUR RADIO



NUMBER	PRECEDENCE	H X	STATION OF ORIGIN	CHECK	PLACE OF ORIGIN	TIME FILED	UTC	DATE	UTC
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TO:

TELEPHONE NUMBER (____) _____

_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

SIGN _____

REC'D	FROM	DATE	TIME	SENT	TO	DATE	TIME
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Precedences - Abbreviate by using first letter

Handling Instructions

(E) = EMERGENCY

Any message having life and death urgency to any person or group of persons, which is transmitted by Amateur Radio in the absence of regular commercial facilities. This includes official messages of welfare agencies during emergencies requesting supplies, materials of instructions vital to relief of stricken populace in emergency areas. When in doubt, do not use it.

(P) = PRIORITY

This classification is for a) important message having specific time limit b) official messages not covered in the emergency category c) press dispatches and emergency related traffic not of the utmost urgency d) notice of death or injury in disaster area, personal or official.

(W) = WELFARE

This classification refers to either an inquiry as to the health and welfare of an individual in the disaster area or an advisory from the disaster area that indicates all is well. Welfare traffic is handled only after all emergency and priority traffic is cleared. The Red Cross equivalent to an incoming Welfare message is DWI (Disaster Welfare Inquiry).

(R) = ROUTINE

Most traffic in normal times will bear this designation. In disaster situations, traffic labeled Routine, should be handled last, or not at all when circuits are busy with higher precedence traffic.

HXA (Followed by number.) Collect landline delivery authorized by addressee within _____ miles. (If no number, authorization is unlimited.)

HXB (Followed by number.) Cancel message if not delivered within _____ hours of filing time; service originating station.

HXC Report date and time of delivery (TOD) to origination station.

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

HXE Delivering station get reply from addressee, originate message back.

HXF (Followed by number.) Hold delivery until _____ (date).

HXG Delivery by mail or landline toll call not required. If toll or other expenses involved, cancel message and service originating station.

The prosigns "BREAK", or <BT> on CW, at the start and end of the text are not counted.

Examples of word groups:

<u>ONE GROUP</u>	<u>TWO GROUPS</u>	<u>THREE GROUPS</u>
X	X 73	THANKS X 73
145R67	555 5678	301 555 3456
34TH	34 TH	55 DASH 56XA
34TH/CMD	34TH CMD	34 TH CMD
SIXTY	ARL SIXTY	ARL SIXTY SEVEN
FIFTEEN	FIFTY SIXTH	THREE ZERO SIX
7035R7KHZ	7035R7 KHZ	7035 DECIMAL 7

NOTE: 7035R7 means 7035.7, but the period symbol is not permitted. The letter "R" is used as a substitute for DECIMAL POINT. The number group is written as 7035R7, or 7035 DECIMAL 7. If "DECIMAL" is used it is a separate group, making three total in this example.

1.3.5 EXERCISE MESSAGE TEXTS

EXERCISE messages: It is customary to indicate within the text of such messages the words "TEST MESSAGE", or "EXERCISE". Together, the "TEST" precedence and "TEST MESSAGE" in the text alert those receiving the message to the exercise nature of the content. It is suggested that use of the word "EXERCISE" as the first and last groups of the text help make this clear to any listener even if the entire message is not copied, thus preventing undue alarm. See the above section 1.1.2 Message Precedences, Prec.. EXERCISE messages..

1.4 SIGNATURE PART

1.4.1 SIGNATURE

The signature of the message is the name of the person for whom the message is created (not necessarily the station of origin), and any other information that person wishes to include (such as address, telephone number, title, etc.). The Place-of-Origin given in the Preamble is the location of this individual.

Words like love and regards, often associated with signatures in formal letters, are put in the text in amateur messages.

Amateur call signs, titles, QCWA or OOTC numbers, etc., in the signature follow the name on the same line.

Addresses for the signing party are optionally included (upon request) on subsequent lines, exactly as done in the address section, but are included only if important to the originator, message purpose, or replying.

1.12 ARRL NUMBERED RADIOGRAMS

The letters ARL are inserted in the preamble in the check and in the text before spelled out numbers representing the texts below.
Group One -- For Possible "Relief Emergency" Use

- ONE Everyone safe here. Please don't worry.
- TWO Coming home as soon as possible.
- THREE Am in _____ hospital. Receiving excellent care.
- FOUR Only slight property damage here. Do not be concerned about disaster reports.
- FIVE Am moving to new location. Send no further mail or communication. Will inform you of new address when relocated.
- SIX Will contact you as soon as possible.
- SEVEN Please reply by Amateur Radio, through the amateur delivering this message. This is a free public service.
- EIGHT Need additional _____ mobile or portable equipment for immediate emergency use.
- NINE Additional _____ radio operators needed to assist with emergency at this location.
- TEN Please contact _____. Advise to standby and provide further emergency information, instructions, or assistance.
- ELEVEN Establish Amateur Radio emergency communications with _____ on _____ MHz.
- TWELVE Anxious to hear from you. No word in some time. Please contact me as soon as possible.
- THIRTEEN Medical emergency situation exists here.
- FOURTEEN Situation here becoming critical. Losses and damage from _____ increasing.
- FIFTEEN Please advise your condition and what help is needed.
- SIXTEEN Property damage very severe in this area.
- SEVENTEEN REACT communications services also available. Establish REACT communication with _____ on channel _____. Please contact me as soon as possible.
- EIGHTEEN Request health and welfare report on _____. (State name, address and telephone number.)
- TWENTY Temporarily stranded. Will need some assistance. Please contact me at _____.
- TWENTY ONE Search and Rescue assistance is needed by local authorities here. Advise availability.
- TWENTY TWO Need accurate information on the extent and type of conditions now existing at your location. Please furnish this information and reply without delay.

- TWENTY THREE Report at once the accessibility and best way to reach your location.
 - TWENTY FOUR Evacuation of residents from this area urgently needed. Advise plans for help.
 - TWENTY FIVE Furnish as soon as possible the weather conditions at your location.
 - TWENTY SIX Help and care for evacuation of sick and injured from this location needed at once.
- Emergency/priority messages originating from official sources must carry the signature of the originating official.

Group Two -- Routine Messages

- FORTY SIX Greetings on your birthday and best wishes for many more to come.
- * FIFTY Greetings by Amateur Radio.
- FIFTY ONE Greetings by Amateur Radio. This message is sent as a free public service by ham radio operators here at _____. Am having a wonderful time.
- FIFTY TWO Really enjoyed being with you. Looking forward to getting together again.
- FIFTY THREE Received your _____. It's appreciated; many thanks.
- FIFTY FOUR Many thanks for your good wishes.
- FIFTY FIVE Good news is always welcome. Very delighted to hear about yours.
- FIFTY SIX Congratulations on your _____, a most worthy and deserved achievement.
- FIFTY SEVEN Wish we could be together.
- FIFTY EIGHT Have a wonderful time. Let us know when you return.
- FIFTY NINE Congratulations on the new arrival. Hope mother and child are well.
- * SIXTY Wishing you the best of everything on _____.
- SIXTY ONE Wishing you a very Merry Christmas and a Happy New Year.
- * SIXTY TWO Greetings and best wishes to you for a pleasant _____ holiday season.
- SIXTY THREE Victory or defeat, our best wishes are with you.
- SIXTY FOUR Arrived safely at _____.
- SIXTY FIVE Arriving _____ on _____. Please arrange to meet me there.
- SIXTY SIX DX QSLs are on hand for you at the _____ QSL Bureau. Send _____ self addressed envelopes.
- SIXTY SEVEN Your message number _____ undeliverable because of _____. Please advise.
- SIXTY EIGHT Sorry to hear you are ill. Best wishes for a speedy recovery.
- SIXTY NINE Welcome to the _____. We are glad to have you with us and hope you will enjoy the fun and fellowship of the organization.

* can be used for all holidays

ARRL NUMBERS SHOULD BE SPELLED OUT AT ALL TIMES.

From ARRL FSD-3 (2/94)

** Forty Seven - Report time & date of delivery.*