

# POSTAL BULLETIN

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## Government Fiscal Year Closing Instructions for the Postal Service

### Headquarters Closing Instructions

The Postal Fiscal Year 1997 (FY97) ends September 12, 1997. Accounting Period (AP) 13, FY97, will contain all activity in Budget Authorization (B/A) and finance number detail. AP 14, FY97 is a bookkeeping control period to accommodate the September 30, 1997, Government Fiscal Year (GFY) reporting requirements. Revenue and expense accruals will be generated mechanically at the national level for this period. No other revenue and expense activity will be recorded in AP 14, FY97. FY98 begins on September 13, 1997, and ends on September 11, 1998.

#### I. Trial Balance and Related Reports

The Minneapolis Information Service Center (ISC) will render the National Consolidated Trial Balance Report to Headquarters according to the following schedule:

AP	Ending Date	Reporting Date
12-97	08/15/97	08/21/97
13-97	09/12/97	09/24/97
14-97	09/30/97	10/06/97
15-97	09/30/97	10/09/97
01-98	10/10/97	10/16/97

The Minneapolis ISC will provide related financial reports within the normal time frame after trial balance reporting.

#### II. Capital and Expense Commitment Activities

All organizations must limit their expenditures to essential spending. All vice presidents must review all discretionary spending for nonpersonnel expense items. Automation and mechanization equipment expense contracts and remote barcoding sorting (RBCS) keying and maintenance contracts are considered nondiscretionary spending.

**Capital.** Purchasing will not accept any requisitions after August 22 unless work is currently under way on advance requirements or the buying manager grants an exception. Capital commitments, particularly Postal Support Equipment, should also be limited to essential needs.

**Expenses.** Year-end requirements for expense commitment activities follow. For FY97, a minimum of \$5,000 may be accrued per contract sequence number. For miscellaneous (non-commitment) expenses, a minimum of \$5,000 may be accrued per individual purchase or service.

Purchasing and Materials will process all requisitions for the issuance of contracts against FY97 funds according to the following priority:

- Priority 1 — Capital commitment requisitions.
- Priority 2 — Expense commitment requisitions.
- Priority 3 — Expense non-commitment requisitions.

For requisitions received before September 12, Purchasing and Materials will make every attempt to issue the required contract in time for the San Mateo Accounting Service Center (ASC) processing against the FY97 budget. Contracts for requisitions requiring issuance of a solicitation or negotiations with vendors received between now and September 12 may not be issued in time for processing against FY97 funds. Requisitions received after September 12 will be processed for FY98.

All commitment documents with award dates prior to and including September 12 must be forwarded to reach the San Mateo ASC no later than September 15. Advise the San Mateo ASC of all goods and services received through September 12 by sending appropriate receiving reports or certified invoices to the San Mateo ASC no later than September 15. Budget coordinators must expedite processing of receiving reports and certified invoices to the San Mateo ASC. These documents are used to charge costs to the proper fiscal year.

If it is impossible to furnish a certified invoice in time to reach the San Mateo ASC before September 15, then complete Form 8163, *Request for Fiscal Year 1997 Expense Accrual*, found on page 11. Documentation must support these forms that are prepared for booking accruals (e.g., letters from vendors who have yet to bill for goods or services already delivered). Budget coordinators have received special instructions for processing these documents.

When you submit the actual certified invoice, include the statement "Accrued to FY97" on the face of the document.

Documents received at the ASC pertaining to September 13 and subsequent activity will be recorded in FY98.

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## Government Fiscal Year Closing Instructions for the Postal Service

*Continued from front page.*

### A. USPS/GSA Purchasing Credit Card Program

Corporate Accounting at Headquarters will make arrangements with Rocky Mountain Bank to ensure that expense and capital purchases incurred through September 12 have been billed.

*Capital, Expense, and Inventory Purchases.* Rocky Mountain Bank will forward the August 18 VISA billing tape to the San Mateo ASC for processing in AP 13, FY97. Rocky Mountain Bank will forward a special September 12 VISA accrual tape to the San Mateo ASC for processing in AP 13, FY97, charged service-wide and reinstated (reversed) in AP 01, FY98. The September 18 VISA billing tape will be processed and paid against applicable finance numbers in AP 01, FY98. The normal VISA Credit Card Payment Report will be sent to approving officials after the billing tape is processed. Expenses for purchases made with the VISA card but not included on the September 12 accrual tape will also be paid against FY98 funds.

**Note:** All charges not on the August 18 billing will be charged to B/A Holder offices in FY98. No accruals will be accepted for any type of VISA card purchases. The September 18 billing will be the first of 12 tapes processed to B/A Holder offices in FY98. There will not be a tape processed in AP 10, FY98.

For purchases, credit card approving officials may manually reallocate their actual expense — within nonpersonnel categories and capital budget — to account for their credit card purchases, if they observe all guidelines on the use of the credit card.

### B. Imprest Fund

Imprest fund cashiers should submit SF 1129, *Reimbursement Voucher*, for expenses incurred through September 12 to reach the San Mateo ASC by September 15. Cashiers entering SF 1129s on-line must cut off by close of business (COB) September 12 for FY97 expenses. *Do not use a Form 8163 for September 12 and prior expenses received after the cutoff.*

### C. Nonpostal Training

For completed nonpostal training, offices should submit an original Form 1782, *Training Request and Authorization*, with supporting documentation (e.g., invoice, canceled check) to reach the San Mateo ASC by September 15 for payment in FY97. The ASC will not accept Form 1782 without supporting documentation. Do not use Form 8163 to accrue these expenses.

### D. Government Printing Office

On September 12, the Government Printing Office (GPO) will deliver to the San Mateo ASC a magnetic tape of outstanding printing requisitions. The San Mateo ASC will establish accruals for those items not yet billed to the Postal Service that have a contractual deliver-by date of September 12 or earlier. Also on September 12, GPO will furnish a magnetic tape of outstanding printing requisitions that have been paid by GPO but not yet billed to the Postal Service. The San Mateo ASC will also establish accruals for these items. Headquarters Printing will coordinate this accrual information with GPO and the San Mateo ASC. A minimum of \$5,000 will be accrued for each GPO printing requisition.

**Note:** Headquarters Printing Purchasing will also coordinate non-GPO printing accruals. Printing purchases against basic pricing agreements (BPAs) will not be accrued.

### E. FEDSTRIP

Headquarters offices authorized to make FEDSTRIP purchases should anticipate their needs through *September 12* and issue FEDSTRIP requisitions *no later than August 31*.

**Exception:** The material distribution centers (MDCs) may place FEDSTRIP orders through September 12. However, the St. Louis ASC must be advised no later than COB *September 12* of all orders placed after August 31.

### F. Utilities — Headquarters Field Revenue Offices Only

To estimate September 1–12 utility accrual, multiply .40 times the total utility bill for August 1997. Complete Form 8163 and submit to the San Mateo ASC.

#### Example:

AUGUST BILL = \$12,500  
.40 X \$12,500 = \$5,000

The amount to be included on Form 8163 as the accrual for the first 12 days of September is \$5,000. Attach a copy of the August bill as documentation. A minimum of \$5,000 should be accrued per individual purchase or service.

### G. Utilities — Non-revenue Offices Only

By September 15, all applicable offices must submit utility bills to the San Mateo ASC. To estimate September 1–12 utility accrual, multiply .40 times the utility bill for August. Complete Form 8163 and forward to San Mateo ASC. Attach a copy of the August bill as documentation.

**H. Travel/Relocation**

All Headquarters offices must promptly submit travel and/or relocation vouchers through the proper administrative channels to the San Mateo ASC on the following schedules:

1. Vouchers for all travel and/or relocation performed through September 12 must be received by the San Mateo ASC by September 15. Do not use Form 8163 to accrue these expenses. All other travel vouchers should be entered through remote entry sites by September 19.

**Note:** The traveler may need to request a hotel bill, car rental bill, etc., as of September 12 and submit a travel voucher for all expenses incurred as of September 12.

2. Corporate Accounting at Headquarters will arrange with travel agencies to accrue expenses incurred for transportation costs under the American Express Government Travel Account (GTA).
3. Costs incurred from relocation management firms services (e.g., transportation of household goods and home sale expenses) through September 12 will be accrued by Corporate Accounting at Headquarters.

**I. Government Bills of Lading (GBL)**

GBL invoices dated through September 12 must be transmitted to the San Mateo ASC by September 18. National Traffic Service (NTS) should resume transmission on September 22.

**J. Liquidation of Accruals**

Accruals must be liquidated as soon as possible. Offices submitting accruals must monitor their payments against those accruals to ensure that the accruals are properly liquidated. All FY97 accruals processed by the San Mateo ASC that remain unliquidated at the end of AP 06, FY98, will be reversed automatically as a prior year credit. Subsequent payments will be charged to the appropriate budget finance number as a FY98 expense.

**K. Incentive Awards**

Forms 1727, *Award Recommendation/Authorization*, and Vice President, SPOT, and Informal Awards forms for EAS employees, submitted in time to reach the Minneapolis ASC by September 9, will be recorded in AP 13, FY97. Such forms received after this date will be recorded in AP 01, FY98.

**L. Back Pay Awards**

All offices are requested to expedite the processing of back pay awards and forward the completed documentation to the Minneapolis ASC as soon as possible. Documents submitted for payment on or before September 12 must be received at the Minneapolis ASC by August 19 to ensure processing in AP 13, FY97.

**Field Closing Instructions**

These Postal Fiscal Year (FY) closing instructions and reporting dates published supplement the procedures followed during the normal accounting periods and/or quarterly reports. Address questions about these instructions to the local post office or district office for clarification or technical assistance.

**I. Activities Affecting the Accounting Service Center (ASC)****A. Statement of Account Activities (Including CAPS)**

The Accountbook for FY97 continues through COB September 12. Postmasters of CAG A–G offices and installation heads of processing and distribution centers (P&DCs), air mail centers (AMCs), remote encoding centers (RECs), bulk mail centers (BMCs), the Philatelic Fulfillment Center, the Stamp Depository, and the Stamped Envelope Unit, submit a statement of account that includes financial transactions from August 16 through September 12. Identify this statement as AP 13 and submit it on Form 1555, *Statement of Account (CAGs A–L)* (August 1996 edition). Offices and installations that use the Standard Field Accounting System (SFAS) will transmit the computerized Statement of Account

(SOA) and mail a hard copy of the SOA to the ASC as usual. *The deadline for data entry of SOAs for all CAGs H–L offices not on SFAS is extended to Monday (noon, central daylight time), September 22, of AP 01, FY98.* Normal quarterly processing deadline will resume in Quarter I, FY98.

Postmasters of CAG H–L offices must submit a Statement of Account for Quarter IV, covering May 24 through September 12, 1997. CAG H and L offices submit Form 1555. All offices must submit the statements of account to their district for on-line entry no later than Monday, September 15. The normal accounting period support detail items listed below must accompany them.

Account identifier code (AIC) support documents required:

501	Form 17, <i>Stamp Requisition</i>
502	Form 17, <i>Stamp Requisition (Bird Stamps)</i>
510	Form 3238, <i>Stamps and Stamped Paper Destruction Certificate</i>
511	Form 3238, <i>Stamps and Stamped Paper Destruction Certificate (Bird Stamps)</i>

- 519 Form 2130, *Claim for Loss — Postage Stock — CFL — Natural Disaster*
- 520 Form 2130, *Claim for Loss — Bird Stock — CFL — Natural Disaster*
- 633 Form 2130, *Claim for Loss — Cash*

Identify the required support documents with the AIC and finance numbers. The totals expressed in the support documents must agree with the amounts in the respective AIC and be arranged in the same order as listed on the statement of account.

1. **Less-Than-Bulk Stamp Requisitions.** Eliminate in-transit stamp shipments between the stamp distribution office/stamp distribution network (SDO/SDN) and the associate offices. Post offices should carefully estimate their requirements and requisition in sufficient time to permit shipments by the SDO or the SDN no later than Friday, September 5. They should count in stamp stock promptly upon receipt and enter it in the Accountbook. In case of an emergency shipment, the district must ensure that the applicable office makes the proper entries in its Accountbook.
2. **Bank Reconciliations.** All banking post offices must reconcile their bank statements as of September 12 to balances reflected on statements of account in AIC 802, Cash in Bank (see Handbook F-1, *Post Office Accounting Procedures*, section 352).
3. **Stamp Stock Inventories.** Verify stamp stock records by September 12 (see Handbook F-1, 428.4).
4. **Local Procurement of Supplies.** Offices must anticipate their AP needs and procure early in the AP. They must pay promptly all approved bills for goods and services authorized for payment.
5. **Accounts Payable and Reporting System (APARS).** APARS will remain open for FY97 processing through Friday, September 19. It is important for district accounting offices to enter all bills for FY97 by COB Friday, September 19.

**Note:** Do not process payments applicable to FY98 during the week of September 15 because they will be erroneously charged to FY97.

6. **Accruals—Goods and Services Received But Not Invoiced.** The procedures for recording accruals have changed. Accruals will no longer be recorded to AIC 064 (Prior Year) on the Statement of Account. Accruals will now be reported using Form 8163 if amount(s) is \$5,000 or greater. A separate Form 8163 must be prepared for each transaction. For example: An expense has accrued for \$5,000 and \$3,000 for ABC Vendor. The applicable office (e.g., purchasing office, etc.) must complete Form 8163 for the \$5,000 expense only. The \$3,000 expense will not be accrued

for FY97 because the amount is less than \$5,000. This expense must be paid in FY98. Please note that accruals will not be established without proper documentation to support Form 8163 (e.g., letters from vendors who have yet to bill for goods/services delivered). This is not applicable to purchases with IMPAC VISA card.

If expense is less than \$5,000, the expense will be recorded in FY98.

By completing Form 8163, the San Mateo ASC will record the expense to the applicable finance number for FY97. During AP 1, FY98, the San Mateo ASC will credit the office for the amount shown on Form 8163. This credit will offset the expense when invoice is paid in FY98.

When the district accounting office enters the invoice in APARS, enter September 12, 1997, in the effective date field (**EFF DATE** on TXNs P20/928). By doing this, the San Mateo ASC will know that this payment relates to a prior year accrual. If this is not done, the accrued amount will not be liquidated. Unliquidated (credit) balances will be reversed by the San Mateo ASC in AP 07, FY98, and charged to the appropriate budgetary finance number.

The following procedures must be performed when recording accruals for \$5,000 or greater:

1. During AP 13, FY97, the applicable office prepares Form 8163 for all items to be accrued over \$5,000. Please note that a separate form must be completed for each transaction that is \$5,000 or greater. This form must be submitted to the address listed in Number 3 below by *September 15*.
2. For non-committed or non-contractual expenses, the following fields on Form 8163 do not have to be completed:
  - a. sequence number.
  - b. contract/task order number.
3. The applicable office forwards the original Form 8163 to the following address and maintains a copy locally:
 

SAN MATEO ASC  
ATTN MISC DISBURSEMENTS  
2700 CAMPUS DR  
SAN MATEO CA 94497-9424
4. When the invoice is received in FY98 for processing, the applicable office should annotate "Accrued to FY97" on the face of the document. Attach a copy of Form 8163 to the invoice and submit to the district accounting office for payment.
5. The district accounting office will enter the invoice in APARS.

The district accounting office must enter September 12, 1997, as the effective date in the effective date field (**EFF DATE** on TXNs P20/928) in APARS. *If the bill is not paid by AP 6, FY98, and September 12, 1997 is not entered in the*

effective date field, the San Mateo ASC will reverse the credit that was made in AP 1, FY98. This is necessary for tracking the accruals recorded on Form 8163 for FY97.

**Note:** Do not process bills applicable to FY98 during the week of September 15. All payments entered to APARS through September 19 will be charged to FY97.

## B. Miscellaneous Activities

1. **All Vehicle Maintenance Facilities (VMFs) Using USPS-Owned Vehicles.** All offices conducting their final vehicle sale for FY97 must submit a copy of SF Form 97, The United States Government Certificate of Release of a Motor Vehicle, in time to reach the San Mateo ASC before COB Friday, September 12. Transmit microcomputer data by COB September 15, at 5 p.m. eastern daylight time (EDT).
2. **Official Mail Accounting System (OMAS) Transactions.** All OMAS transactions dated September 12 or earlier must be input to the Minneapolis ASC via the Distributed Data Entry/Distributed Reporting System (DDE/DR) no later than September 15. This includes original transactions as well as corrections of all suspended transactions. The Postal Service Financial Report (PSFR) for AP 13, FY97, will include transactions dated through September 12. Transactions dated after September 12 should be handled in the normal manner and will be included in AP 01, FY98.
3. **Special Reminders**
  - a. Districts should ensure that all their CAG A–J offices mail Form 835, *Quarterly Report of Originating Registered and COD Transactions*, to the district for keying via the on-line system no later than September 19, for completion of data entry by September 25.
  - b. Submit Forms 2130, *Claim for Loss*. Claims are adjudicated before using AIC 633. The date of the entry to the Claim for Loss AIC (519, 520, 633) in the Accountbook must be in AP 13 or Postal Quarter (PQ) IV.
  - c. Fund Cost Transfers. All managers of administrative services must ensure that Form 7370, *Request for Non-Cost Funds Transfer*, is input in the Journal Voucher Transfer (JVT) System by COB Friday, September 12. If these forms cannot be entered in the JVT System by this date, they must be mailed to reach the Minneapolis ASC, General Accounting Section, by Tuesday, September 16.

## II. Miscellaneous Activities Affecting the St. Louis ISC

### A. Project Authorization Control System (PACS) Documents

All capital and expense commitment documents, Forms 4211, *Facility and Fixed Mechanization Project Contract*, must be received by September 12 at the St. Louis ISC for AP 13, FY97, processing. Commitment documents received after September 12 will be recorded in AP 01, FY98.

By September 5, the St. Louis ASC must receive all capital and expense payment documents, Forms 4211-A, *Facility and Fixed Mechanization Project Contract Payment Authorization*, and Forms 4211-B, *Invoice and Payment Authorization*, approved by contracting officers for AP 13 processing. Checks will be dated September 12.

By September 5, the St. Louis ASC must receive all appropriate Forms 1233, *Project Financial Change/Completion Report*, pertaining to AP 13 and prior.

During AP 13, a special year-end capital investment review is required whereby field-funded capital contracts and modifications must be approved by the area finance manager or the senior budget and financial analyst before the contract award.

### B. Vehicle Hire

By September 15, all postal installations having vehicle hire for AP 13, ending September 12, must submit their payment certification reports to their servicing VMF for input into the Vehicle Management Accounting System (VMAS) for transmission by September 23.

No later than September 12, submit all prior period Forms 8049 to the St. Louis ISC. Submit Forms 1804-C, *Postmaster's Certification of SDM Equipment Maintenance*, to the St. Louis ISC by September 15.

### C. FEDSTRIP Procurement

All offices should anticipate their needs through September 12 and submit FEDSTRIP requisitions no later than August 31. Do not submit requisitions from September 1 through September 12 except for emergency items.

### D. Uniform Allowances

The district must process and transmit all invoices to the St. Louis ASC by COB September 9.

### E. Money Orders

Postmasters must submit money order vouchers to the St. Louis ASC in accordance with Handbook F-1, *Post Office Accounting Procedures*, 744. Post offices on the Money Order Voucher Electronic Transmission (MOVET) system send in vouchers only on an exceptional basis when the electronic transmission fails.

## F. Passport Activity

Postmasters must submit Form 5660, *Summary of Passport Applications Accepted*, to the St. Louis ASC on a normal Quarter IV schedule for AP 13, FY97, and PQ I, FY98.

## III. Miscellaneous Activities Affecting the San Mateo ASC

### A. All Offices Using USPS-Owned Vehicles

The San Mateo ASC will make arrangements to accrue expenses incurred for commercial oil company credit card purchases.

Certified invoices for bulk fuel, oil purchases, and motor vehicle parts other than BPAs with delivery dates of September 12 or prior must reach the San Mateo ASC by September 15.

All Forms 4541, *Order-Invoice for Vehicle Repair (Commercial Work Order)*, and invoices for vehicle washing for work that was completed through September 12 must be submitted to the appropriate support VMF by September 15 for entry into VMAS and subsequent transmission to the San Mateo ASC for payment processing.

No accrual Form 8163 entries are to be submitted for activity relating to bulk fuel, oil purchases, and motor vehicle parts.

### B. Mail Transport Equipment Centers

The Mail Transport Equipment Centers (MTECs)/Forest Park and Edgewater have been closed. All Inventory Materials will be written off in AP 13.

### C. Payment or Submission of Bills

It is important for the year-end closing of accounts that all postal installations promptly certify and submit to the San Mateo ASC those bills and receiving reports for goods and services received through September 12 that the San Mateo ASC must pay. Submit these bills in time to ensure receipt at the San Mateo ASC no later than September 15. In order for the ASC to account for the remaining FY97 procurement items properly, please note:

- 1. Expense Items.** If goods or services were received before September 13 on contracts, or purchase or delivery orders, the receiving reports and certified invoices must reach the San Mateo ASC by September 15.

Evidence of receipt (receiving reports and certified invoices) on expense items are the documents used by the San Mateo ASC to charge cost to the proper fiscal year.

If offices have evidence of receipt of goods or services, but fail to notify the ASC, these costs will be charged to their FY98 budget.

If invoices for goods and services were received for BPAs, certify the BPA cover memorandum, attach appropriate invoices, and mail in time for receipt at the San Mateo ASC by September 15.

**Note:** It may be necessary to change the BPA September cover sheet cutoff to September 12 to submit the cover sheet to the San Mateo ASC in time. If invoices for non-metered fuel delivered before September 13 were received, submit certified invoices in time for receipt at the San Mateo ASC by September 15. There will be no accruals for BPAs or non-metered fuel.

- 2. Capital Equipment Items.** During AP 13, a special year-end capital investment close-out is required. Before the contract award, field-funded capital contracts and modifications must be approved by the area finance manager or the senior budget and financial analyst.

All capital commitment documents dated or awarded on or before September 12 must be received at the San Mateo ASC by September 15 to ensure processing in AP 13, FY97. For capital goods received before September 12, submit the appropriate receiving reports to the San Mateo ASC.

- 3. Establishing Expense Accruals.** A minimum of \$5,000 may be accrued per contract sequence number. For non-contractual miscellaneous expenses, the minimum of \$5,000 may be accrued per individual purchase or service. If it is impossible to submit a receiving report or certified invoice in time to be received at the San Mateo ASC by September 15, use Form 8163, *Request for Fiscal Year 1997 Capital and Expense Accrual*, on page 11 and mail it to the San Mateo ASC. Form 8163 must be accompanied by supporting documentation (e.g., letters from vendors indicating the dollar amount of services rendered through September 12, 1997).

**Note:** When you submit the actual invoice in FY98, include the statement "Accrued to FY1997" on the face of the document.

Facilities must review their service contracts and submit to the San Mateo ASC Form 8163 for any unbilled goods and services received September 12 and prior that states the amount to be accrued for FY97. Only if no certified invoice or receiving report was previously submitted, use Form 8163 appearing on page 11. For each contract, submit one Form 8163, signed by an appropriate individual. The San Mateo ASC must receive this notification by September 15.

**Note:** Do not submit Form 8163 if a certified invoice or receiving report was already submitted.

#### 4. USPS/GSA Purchasing Credit Card Program.

Corporate Accounting at Headquarters will make arrangements with Rocky Mountain Bank to ensure that expense and capital purchases incurred through September 12 have been billed.

*Capital, Expense, and Inventory Purchases.* Rocky Mountain Bank will forward the August 18 VISA billing tape to the San Mateo ASC for processing in AP 13, FY97. Rocky Mountain Bank will forward a special September 12 VISA accrual tape to the San Mateo ASC for processing in AP 13, FY97, charged to service-wide and reinstated (reversed) in AP 1, FY98. The September 18 VISA billing tape will be processed and paid against applicable finance numbers in AP 1, FY98. The normal VISA Credit Card Payment Report will be sent to approving officials after the billing tape is processed. Expenses for purchases made with the VISA card but not included on the September 12 accrual tape will also be paid against FY98 funds.

**Note:** All charges not on the August 18 billing will be charged to B/A Holder offices in FY98. No accruals will be accepted for any type of VISA card purchases. The September 18 billing will be the first of 12 tapes processed to B/A Holder offices in FY98. There will not be a tape processed in AP 10, FY98.

For purchases, credit card approving officials may manually reallocate their actual expense — within nonpersonnel categories and capital budget — to account for their credit card purchases, if they observe all guidelines on the use of the credit card.

#### D. Claims

All offices are requested to expedite the processing of tort claims and to forward completed tort claims that are within the San Mateo ASC's authority as rapidly as possible. Process all claims on hand and submit them by the COB September 12 to reach the San Mateo ASC by September 15. These expenses will not be accrued; therefore, do not use Form 8163.

#### E. Travel and Relocation

All travel and relocation vouchers must be entered remotely or sent to the San Mateo ASC on or before the scheduled due dates furnished below. Employees traveling at the beginning of the accounting period who do not anticipate further travel before the close of the accounting period must prepare a voucher through September 12.

1. The San Mateo ASC must receive vouchers for all relocation through September 12 no later than September 15. Remote on-line field users must also input all travel vouchers in the APARS by September 19. This includes the Remote Travel Pilots' activities. APARS will remain opened through September 19 for FY97 processing.

**Note:** It may be necessary for the traveler to request a hotel bill or car rental bill as of September 12 and submit a travel voucher for all expenses incurred as of September 12. Do not use Form 8163 to accrue for these expenses.

2. Area and District Finance Managers will arrange with travel agencies to accrue expenses incurred for transportation costs under the American Express GTA.
3. Employees must submit vouchers involving relocation expenses incident to a permanent change of duty station, if the expense is incurred on or before September 12, to arrive at the San Mateo ASC no later than September 15. These expenses will not be accrued; therefore, do not use Form 8163.
4. Costs incurred from relocation management firms services (e.g., transportation of household goods and home sale expenses) through September 12 must be submitted to Corporate Accounting and will be accrued by Corporate Accounting (Accounts Payable) at Headquarters.

#### F. Liquidation of Accruals

Accruals must be liquidated as soon as possible. Offices submitting accruals must monitor their accruals and payments against those accruals to ensure that the accruals are properly liquidated. All FY97 accruals processed by the San Mateo ASC that are not liquidated at the end of AP 6, FY98, will be reversed automatically as a prior year credit. Subsequent payments will be charged to the appropriate budget finance number as a FY98 expense.

#### G. Imprest Fund

Imprest Fund cashiers must submit SF Form 1129, *Reimbursement Voucher*, for expenses incurred through September 12, to reach the San Mateo ASC by September 15. Do not use Form 8163 to accrue for these expenses. Cashiers entering SF Form 1129 on-line must use September 19 as a cutoff for FY97 expenses.

#### H. Nonpostal Training

For training completed by September 12, offices must submit an original Form 1782, *Training Request and Authorization*, with supporting documentation (e.g., invoice, canceled check) to reach the San Mateo ASC by September 15. The San Mateo ASC will not accept Forms 1782 without supporting documentation. Do not use Form 8163 to accrue these expenses.



### **I. Government Printing Office (GPO) Expense and Government Printing Office Expense Accruals**

The San Mateo ASC will receive GPO fiscal year-end billing magnetic tape by September 15. They will furnish an extract report to the funding offices for receipt verification and payment information. Due to time constraints, the procurement office must not return the GPO billing extract report to the ASC. There will be no opportunity to make adjustments to the extract report. However, significant errors on this report must be identified and reported to the San Mateo ASC.

The GPO will provide magnetic tapes of outstanding printing requisitions from which accruals will be established for those items with a contractual delivery date of September 12 and prior. Headquarters Printing Purchasing will coordinate the accrual information between GPO and the San Mateo ASC. *Only printing requisitions greater than \$5,000 will be accrued.*

### **J. American Express Government Travel Account**

Corporate Accounting at Headquarters will make arrangements with the area office travel coordinators and travel agencies to accrue expenses incurred for transportation costs under the GTA program.

### **K. FTS2000**

Corporate Accounting at Headquarters will arrange with the Raleigh Network Operations to accrue telecommunications expenses incurred for FTS2000.

### **L. Utilities — Revenue Offices Only**

To estimate September 1–12 utility accrual, multiply .40 times the total utility bill for August 1997. Complete Form 8163 and submit to the San Mateo ASC.

#### **Example:**

AUGUST BILL = \$12,500  
.40 X \$12,500 = \$5,000

The amount to be included on Form 8163 as the accrual for the first 12 days of September is \$5,000. Attach a copy of the August bill as documentation. A minimum of \$5,000 should be accrued per individual purchase or service.

### **L. Utilities — Non-revenue Offices Only**

Submit all certified bills to the San Mateo ASC by September 15. Remote on-line field users must input all utility bills for non-revenue offices by September 19. To estimate September 1–12 utility accrual, multiply .40 times the utility bill for August. Complete Form 8163 and forward to San Mateo ASC. Attach a copy of the August bill as documentation.

### **N. Systems Purchasing Contracts**

The San Mateo ASC will arrange with the vendors involved to ensure that expense purchases incurred through September 12 have been billed. Do not use Form 8163 to accrue for these expenses.

**Exception:** The San Mateo ASC will coordinate the Information Builders Incorporated (IBI) accrual with the contract administrator.

### **O. Non-Metered Fuel**

Submit all certified bills to the San Mateo ASC by September 15. Do not use Form 8163 to accrue these expenses.

### **P. Government Bills of Lading (GBL)**

GBL invoices dated through September 12 **must** be transmitted to the San Mateo ASC by September 18. There should be no transmission on September 19. National Traffic Service (NTS) should resume transmission on September 22.

## **IV. Miscellaneous Activities Affecting The Minneapolis ASC**

### **A. Incentive Awards**

Forms 1727, *Award Recommendation/Authorization*, and Vice President, SPOT, and Informal Awards forms for EAS employees, submitted in time to reach the Minneapolis ASC by September 9 are recorded in AP 13, FY97. Such forms received after this date will be recorded in AP 1, FY98.

### **B. Back Pay Awards**

All offices are requested to expedite the processing of back pay awards and forward the completed documentation to the Minneapolis ASC as soon as possible. Documents submitted for payment on or before September 12 must be received at the Minneapolis ASC by August 29 to ensure processing in AP 13, FY97.

### **C. Carrier Drive-Out Payments**

Submit all requests for reimbursements of expenses for carrier drive-out agreements, Forms 1839, *Payment Record for Carrier Drive Out Agreements*, and Form 1164-A, *Claim for Reimbursement for Postal Supervisors*, through normal approved channels prior to forwarding to the designated DDE/DR site for processing. To ensure that carrier drive-out payments incurred at the end of the FY are expensed in AP 13, FY97, submit all Forms 1839 to the servicing DDE/DR site (district) for input into the Employee Business Expense Processing System by Wednesday, September 10.

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**Request for Fiscal Year 1997 Expense Accrual**

Office Name

The following information is for processing fiscal year end accruals. These goods and/or services *have been received* during the period ending September 12, 1997, and a *certified invoice or receiving report has not been submitted for payment*. All required vendor documentation to substantiate the accrual is attached. Vendor documentation may include a letter from the vendor indicating unbilled charges, copy of a previous bill where the monthly billing amount is consistent or signature by a vendor representative in the vendor concurrence block.

Vendor Information	
Vendor Name	Contract/Task Order Number <i>(if applicable)</i>

**Complete the Information Below**

Field Accrual *(Check if payment of accrual will be processed by District office not SMASC.)*

Sequence Number <i>(If applicable)</i>			
Amount <i>(Per sequence, if applicable)</i>			
Budgetary Finance Number			
Account Number			

**Direct Questions Regarding This Accrual to the Following Postal Contact:**

Name	Telephone Number <i>(Include Area Code)</i>
------	---

Authorization	
Authorizing Postal Official's Name	Title
Office Name	Telephone Number <i>(Include Area Code)</i>
Authorizing Postal Official's Signature	Date
Vendor Concurrence Signature	Date

Send To:

MANAGER  
ACCOUNTING SERVICE CENTER  
2700 CAMPUS DR  
SAN MATEO CA 94497-9401

ASC USE ONLY		
Vendor Number	Input By	Batch Number

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# Administrative Services

## Ordering Procedures for Postmarking Ring Dies and Die Hubs

The prices below were effective September 1, 1996. This article supersedes the article in *Postal Bulletin* 21926 (8-15-96) and updates information in Publication 247, *Supply and Equipment Catalog*, pertaining to ordering ring dies and die hubs.

Special cancellation die hubs are nonpostal cancellations. Post offices may not order a special die hub on behalf of a sponsor before contacting and receiving authorization from Headquarters Business Mail Acceptance (BMA). After authorization has been granted, BMA will supply PS Form 3617, *Order for Special Canceling Machine Die Hubs* (May 1978). Additional set-up fees will be incurred for these dies.

Special cancellation die hubs may be ordered only if the request meets the description outlined in *Domestic Mail Manual* G900.2.1.

### Ordering Procedures

- A. Form Number, Title, and Edition: PS Form 4636, *Postmarking Dies and Engraved Station Die Hubs Requisition* (February 1996).
- B. Use a separate form for each vendor from whom you are ordering. Ensure that the exact engraving is specified in the appropriate field. Customers may call the vendors for help in selecting the correct ring die; however, they should have the machine model and serial number available prior to making the call. Or you can contact your local Maintenance Department for assistance in determining the correct part number.
- C. Complete **all** information blocks in the lower portion of the form.
- D. Method of Payment: If paying by USPS Credit Card, include the Expiration Date and Card Number. If paying by check or money order, make payable to the appropriate vendor for the total amount, and attach to the PS Form 4636.
- E. Submit the completed forms directly to the vendors at the address listed in this article.
- F. Delivery of the ring dies and die hubs will be made about 60 days from the date the vendor receives the order. Shipping charges are included in the prices of the parts, which will be shipped via USPS First-Class Mail.
- G. Questions or problems may be addressed to the Topeka Material Distribution Center, Customer Service Department, at 1-800-332-0317, Option 3. The Minneapolis PMSC no longer handles these calls.

PS Form 4636 (February 1996, NSN 7530-02-000-9293, no Quick Pick Number) may be ordered from TMDC on PS Form 7380 or via TTOE, or may be copied from PUB 247.

Year dates may also be ordered from the TMDC using PS Form 7380 or TTOE.

To order type sets (months, days, etc.), your maintenance department must submit a request to TMDC using PS Form 4984, *Repair Parts Requisition*, and using its FEDSTRIP AAC.

**Vendor: Hanley Postal Supply, Inc.**

### Address

HANLEY POSTAL SUPPLY INC  
 ATTN DIANE WILER  
 PO BOX 10006  
 ERIE PA 16514-0006  
 PHONE: 814-898-2720  
 FAX: 814-898-2825

### Pricing

Part No.	Description	Unit Price
O7413	Die Hub	\$93.00
no number	Artwork for item number O7413	\$450.00
256478-1	Ring Die (lead)	\$29.00
256478-2	Ring Die (trail)	\$29.00

**Vendor: International PTT Company**

### Address

INTERNATIONAL PTT COMPANY  
 ATTN JIM JIRANEK  
 1400 ALPINE RD  
 WELLSVILLE PA 17365-9779  
 PHONE: 717-248-9665  
 FAX: 717-248-4241

### Pricing

Part No.	Description	Unit Price
O76	Ring Die	\$64.62
O77D	Die Hub (1st day)	\$243.50
O225	Die Hub (canc bars)	\$267.76
O225A	Die Hub (USPS msg)	\$236.06
133G	Ring Die	\$63.66
1207G	Die Hub (canc bars)	\$95.61
1535G	Die Hub (upside down)	\$230.66
1536G	Die Hub (rightside up)	\$230.34
681AG	Type Slug (APO)	\$17.91
HD100	Ring Die	\$64.72

Part No.	Description	Unit Price
HD102	Die Hub (upside down)	\$205.32
HD101X	Die Hub (canc bars)	\$159.32
HD105	Type Slug (APO)	\$25.33
8013133	Ring Die	\$66.04
8013220	Die Hub (canc bars)	\$238.18
8012978	Die Hub (USPS msg)	\$297.01

**Vendor: Pitney Bowes, Inc.**

#### Address

PITNEY BOWES INC  
 ATTN CINDY KULIS  
 WALTER H WHEELER JR DR  
 LOCATION 1103  
 STAMFORD CT 06926-0700  
 PHONE: 203-356-5244  
 FAX: 203-356-5540

#### Pricing

Part No.	Description	Unit Price
O76F	Ring Die (APO)	\$23.75
O76S	Ring Die (1st day)	\$87.00
O77	Die Hub (canc bars)	\$85.25
O77A	Die Hub (USPS msg)	\$58.23
O217	Ring Die (round face)	\$107.55
O217G	Ring Die (square face)	\$85.98
O218	Die Hub (canc bars)	\$69.20
O218A	Die Hub (USPS msg)	\$158.00
O218E	Die Hub (USPS msg)	\$64.52
O218H	Die Hub (canc bars)	\$69.90
O7410	Ring Die (postage meters)	\$12.55
O7411	No longer authorized	

#### Ring Die and Die Hub Information Sheet

**Die Hub:** a fixed part in a postage meter or canceling machine usually containing space for a ring die; usually has engraved canceling stripes or USPS message.

**Ring Die:** a circular part that slips into a die hub and contains individualized information such as city, state, and ZIP Code or "USPS" and spaces to place date type.

**Lead & Trail:** parts with individualized engraved information for specific locations on canceling machines.

**USPS Message:** an engraved mail related message such as "ALWAYS USE ZIP CODE," or "RETURN TO SENDER."

Make	Model	Part Name	Description of Engraving	Part Number	Cost
Chamberlain	3601/3602 & M36	Die Hub	USPS message or pictorials (artwork must be provided)	O7413	\$93.00
Pitney Bowes	3601/3602 & M36	Die Hub	USPS message or pictorials (artwork must be provided)	O7413	\$93.00
Chamberlain MRC	3601/3602	Ring Die	city, state, and ZIP Code	256478-1	\$29.00
Pitney Bowes	Adv Facer Canc	Ring Die (lead)	city, state, and ZIP Code	256478-1	\$29.00
Pitney Bowes	Adv Facer Canc	Ring Die (trail)	city, state, and ZIP Code	256478-2	\$29.00
Pitney Bowes	Adv Facer Canc	Die Hub	USPS message or pictorials (artwork must be provided)	O7413	\$93.00
Chamberlain	Adv Facer Canc	Die Hub	USPS message or pictorials (artwork must be provided)	O7413	\$93.00
Pitney Bowes	5300 series	Ring Die	city, state, and 'USPS'	O7410	\$12.55
Pitney Bowes	D	Die Hub	USPS message	77A	\$58.23
Pitney Bowes	D	Die Hub	engraved first day	O77D	\$243.50
Pitney Bowes	D	Ring Die	engraved solid to use for first day issues	O76S	\$87.00
Pitney Bowes	D & K	Die Hub	canceling bars	O77	\$85.25
Pitney Bowes	D & K	Ring Die	city, state, and ZIP Code	O76	\$64.62
Pitney Bowes	D & K	Ring Die	APO number	O76F	\$23.75
Pitney Bowes	K	Die Hub	USPS message	O225A	\$236.06
Pitney Bowes	K	Die Hub	canceling bars	O225	\$267.76
Pitney Bowes	G New Style	Die Hub	USPS message	O218E	\$64.52
Pitney Bowes	G New Style	Die Hub	canceling bars	O218H	\$69.90
Pitney Bowes	G New Style	Ring Die	city, state, and ZIP Code. Square face-slides on die hub	O217G	\$85.98
Pitney Bowes	G Old Style	Die Hub	canceling bars	O218	\$69.20
Pitney Bowes	G Old Style	Die Hub	USPS message	O218A	\$158.00

Make	Model	Part Name	Description of Engraving	Part Number	Cost
Pitney Bowes	G Old Style	Ring Die	city, state, and ZIP Code. Round face-screws onto die hub	O217	\$107.55
Pitney Bowes	M36 & MK-II	Ring Die (lead)	city, state, and ZIP Code	256478-1	\$29.00
Pitney Bowes	M36 & MK-II	Ring Die (trail)	city, state, and ZIP Code	256478-2	\$29.00
Chamberlain	Sm Canc & MK-II	Die Hub	USPS message or pictorials (artwork must be provided)	O7413	\$93.00
Pitney Bowes	Sm Canc & MK-II	Die Hub	USPS message or pictorials (artwork must be provided)	O7413	\$93.00
Chamberlain MRC	Small Canceler	Ring Die (lead)	city, state, and ZIP Code	256478-1	\$29.00
IPS	D New Model	Die Hub	USPS message	8012978	\$297.01
IPS	D New Model	Die Hub	canceling bars	8013220	\$238.18
IPS	D New Model	Ring Die	city, state, and ZIP Code	8013133	\$66.04
IPS	M & Flyer	Die Hub	canceling bars	1207G	\$95.61
IPS	M & Flyer	Die Hub	engraved upside down with USPS message	1535G	\$230.66
IPS	M & Flyer	Die Hub	engraved right side up with hand index, return to sender & message	1536G	\$230.34
IPS	M & Flyer	Ring Die	city, state, and ZIP Code	133G	\$63.66
IPS	M & Flyer	Type Slug	APO number	681AG	\$17.91
IPS	HD2	Die Hub	canceling bars	HD101X	\$159.32
IPS	HD2	Die Hub	engraved upside down with USPS message	HD102	\$205.32
IPS	HD2	Ring Die	city, state, and ZIP Code	HD100	\$64.72
IPS	HD2	Type Slug	APO number	HD105	\$25.33

—Purchasing and Materials, 8-28-97

## Ordering Procedures for Rubber Stamps and Steel Hand Canceling Stamps

Effective immediately, this article supersedes the article published in *Postal Bulletin* 21943 (4-10-97) and modifies PSINs and pricing through February 28, 1999. Further, it updates information in Publication 247, *Supply and Equipment Catalog* (April 1996), as relates to ordering rubber and steel hand canceling stamps.

### Ordering Procedures

- A. Form Number, Title, and Edition: PS Form 1567, *Requisition for Rubber and Steel Hand Canceling Stamps* (February 1996) (see pages 17–18 of this *Postal Bulletin*).
- B. Use a separate PS Form 1567 for each vendor.  
**Note:** If using an impression on PS Form 1567, **be very careful to use the correct PSIN.** Vendors have been instructed to use the impression rather than the PSIN if the two do not match.
- C. Complete all Requester Information (Items 4 through 10).
- D. Method of Payment:
  - Place a check mark in the appropriate box.
  - If paying by USPS credit card, include the expiration date and number.

- If paying by check or money order, make payable to the appropriate vendor.
- E. Send the completed forms to vendors at the addresses shown below.
- F. Expect delivery of requested stamps in approximately 30 days (note the exception for Hanley Postal Supply).  
**Note:** Delivery charges are included in the cost of the stamps.

PS Form 1567 (February 1996, NSN 7530-01-000-9360, Quick Pick Number 132) may be ordered from TMDC on PS Form 7380 or via TTOE, or may be copied from PUB 247.

Offices with questions or problems should contact the Topeka Material Distribution Center, Customer Service Department, at 800-332-0317, Option 3. The Minneapolis PMSC no longer handles these calls.

**Note:** Any PSIN shown as an R series, for example R53, *Returned to Sender* (hand index), in Publication 247, *Supply and Equipment Catalog*, can be obtained only from the Topeka Material Distribution Centers (TMDC). To order year dates, submit a request on PS Form 7380, *MDC Supply Requisition*, to TMDC, or order through TTOE.

**Vendor: Winters Stamp Manufacturing Co.****Address**

WINTERS STAMP MANUFACTURING CO  
ATTN MARY ZOBEL OR JANE WILLIAMS  
PO BOX 003  
ELIZABETH NJ 07207-7003  
PHONE: 908-352-3725  
FAX: 908-352-3324

**Pricing**

PSIN	Description	Unit Price
500	Large hand index rubber stamp. Permits 4 lines of lettering outside the hand. Additional lines may be added, space permitting. Size approximately 2 1/2" x 2 1/4". Used primarily to return flats and packages.	\$2.90
502	Rubber line stamp. Completely assembled with handle (specify with or without border). Width not to exceed 3". Cost for each additional line over five:	\$4.90 \$.80

**Vendor: Hanley Postal Supply Co.****Address**

HANLEY POSTAL SUPPLY CO  
ATTN DIANE WILER  
PO BOX 10006  
ERIE PA 16514-0006  
PHONE: 814-898-2720  
FAX: 814-898-2825

**Pricing**

PSIN	Description	Unit Price
716	Steel parcel post roller canceler. Available only to post offices where 450 or more stamped parcels are mailed during a 10-day period. Contains post office name, 2-letter state abbreviation, and complete or 3-digit ZIP Code. Handle furnished.	\$54.00
718H	Steel postmarker, roller type, automatic indexing. Rotary date contains month, day, AM, and PM. Available for postmarking large flats and other nonmachinable preferential mail. May contain name of station or branch. Complete or 3-digit ZIP Code must be shown. Handle furnished.	\$93.00

These items are shown in the Publication 247, *Supply and Equipment Catalog* (April 1996), pages 131–132. Delivery of the two items above will be made 60 days after the order is received by Hanley Postal Supply Co.

**Vendor: The Baumgarten Co. of Washington****Address**

THE BAUMGARTEN CO OF WASHINGTON  
ATTN JAMES BATURIN  
325 WASHINGTON BLVD  
LAUREL MD 20707-4617  
PHONE: 301-317-3933

PSIN	Description	Unit Price
550	Printing face only with killer bars. Has four slots for month, day, AM, or PM, and year. (Order handle PSIN O550H from the MDC.)	\$3.25
550M	Printing face only without killer bars. Same as item 550, but without killer bars. (Order handle PSIN O550H from the MDC.)	\$3.45
552	Rubber receiving or dating stamp, completely assembled with handle. NOT a canceling stamp! (Does not include type.)	\$5.70
570	Rubber all-purpose dating stamp; for use at mailing counters and windows, in finance, registry, or other sections, and in the office of the postmaster. (Order handle PSIN O570R from the MDC.)	\$3.10
577B	Rubber dating and time stamp; with provisions for indicating month, date, year, AM and PM, and 12 hours in divisions of 15 minutes. Completely assembled with handle (includes box of type and tweezers).	\$11.80
579	Facsimile signature completely assembled with handle.	\$5.53
579A	Title line below facsimile signature for Item 579.	\$1.05
579B	Boxwood cut or die for making facsimile of signature stamp, Item 579.	\$1.90
602	Rubber dating stamp. Completely assembled with handle.	\$13.52
602A	Rubber face only for Item 602.	\$3.60
603	Rubber stamp. Completely assembled with handle.	\$15.30
603B	Rubber face only for Item 603.	\$3.60
603C	Date bands only for Item 603.	\$3.30
762	Rubber stamp. Completely assembled with handle.	\$7.40

These stamps are pictured in the Publication 247, *Supply and Equipment Catalog* (April 1996), pages 132–135.

—Purchasing and Materials, 8-28-97





### Requisition for Rubber and Steel Hand Canceling Stamps

*(See instructions on reverse)*

1. Date	2. Request Number	3. Signature of Authorizing Official	
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**Requestor Information**

4. Name	5. Telephone Number (    )
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6. Deliver To *(Name and office)*: \_\_\_\_\_

7. Address \_\_\_\_\_

8. City	9. State	10. ZIP + 4
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11. Method of Payment *(Check one)*

- USPS Credit Card *(Include number and expiration date)*
                         
  Check
                         
  Money Order

Credit Card No.: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ Name of Credit Card Holder: \_\_\_\_\_

12. Item Number	13. Quantity	12. Item Number	13. Quantity
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Impression or Description	Impression or Description
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12. Item Number	13. Quantity	12. Item Number	13. Quantity
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Impression or Description	Impression or Description
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**Ordering Procedure**

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This procedure applies only to the following Postal Service Item Numbers (PSIN): 500, 502, 550, 550M, 552, 570, 577B, 579, 579A, 579B, 602, 602A, 603, 603B, 603C, 716, 718H, and 762. All other PSINs should be ordered from your supporting material distribution center (MDC). Refer to Publication 247, *USPS Materiel Management Equipment & Supply Catalog*, for item descriptions.

**Step 1.** Complete a single PS Form 1567, *Requisition for Rubber and Steel Hand Canceling Stamps*. A separate Form 1567 is required for each vendor from whom items are being ordered.

**Step 2.** Each vendor requires payment by one of three methods: (1) USPS Credit Card; (2) Imprest Fund Account Check; or (3) No Fee Money Order.

**Step 3.** Submit your completed Form 1567 and attachments to the appropriate vendor.

**Delivery:** Approximately 30 days

**Questions:** Call the Rubber Stamp Hotline ... 1-800-880-4636

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**Completion Instructions**

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**General Information**

1. Enter the date.
2. Enter the last two digits of the current fiscal year and the next local sequential number (95-01, 95-02, etc.).
3. Obtain the signature of the authorizing official.

**Requestor Information**

4. Enter your name.
5. Enter your telephone number.
6. Enter the facility name and name of recipient.
7. Enter the complete address of the receiving office.
8. Enter the city of the receiving office.
9. Enter the 2-digit state abbreviation of the receiving office.
10. Enter the ZIP + 4 of the receiving office.

**11. Method of Payment**

Place a checkmark next to your method of payment. If payment is made by credit card include the credit card number, its expiration date, and the legibly printed name of the credit card holder.

**12. Item No. and 13. Quantity**

Enter the Postal Service Item Number (PSIN) of the desired stamp and the required quantity. Provide a legible impression or concise description of the required stamp.

## New Area Code for Topeka MDC

The area code for the Topeka Material Distribution Center (MDC) has changed to 785. If you are experiencing problems calling for faxing using this new area code, contact your local telephone company to have them program the new area code into their system. Offices using special phone sys-

tems will also need to have the area code programmed into their system. In the meantime, calls using the old 913 area code will still connect.

—Purchasing and Materials, 8-28-97

## New Release of F3 Fill Forms

An updated batch of F3 Fill forms has been released. These forms are used with F3 Fill for Windows (version 1.54E). This release includes both new and revised forms. All obsolete forms have been removed from this batch.

F3 Fill is the corporate standard for the automation of internal postal forms. The software enables USPS employees and contractors to complete automated postal forms on their computers. These intelligent forms perform functions such as calculating, routing, generating pop-up lists, and providing help screens.

The Postal Service has a corporate license for F3 Fill software. This includes a right to copy and distribute to all USPS employees and contractors for USPS business purposes.

Postal employees and contractors may obtain copies of the forms and/or F3 Fill software from the following sources:

- Intranet (USPS Blue Web Server): <http://fcsc.usps.gov/lanpub/F3Fill.htm>.
- General Technology Inc.: 800-989-5484 (request F3 Fill forms for **August 1997**).
- Field employees: Contact your local IS manager.
- HQ employees: Call the Help Desk: 202-268-5588.
- **F3 Software only:** Customer Support, Field Computing Service Center: 800-877-7435 (option 5,

option 0). Order forms from General Technology Inc. (see above).

The above sources also have the following related documents:

- FORMLIST.DOC: List of current automated forms, including file date and size.
- FORMCHG.DOC: Summary of form changes, including official updates, revisions, new forms, obsolete forms, outdated forms, and software tips.
- INSTALLW.DOC: Software installation instructions for standalone users of F3 Fill for Windows.
- FORMINST.DOC: Instructions for updating form files.

To request that a form be automated or to request enhancements to an existing automated form:

- Send an email to **F3 FILL FORM REQUEST**.
- Leave a voice message with your form request on 202-268-4096.

The following forms are available in the **August 1997** production batch. This current list of production forms can be found in the FORMLIST.DOC file dated 7-23-97. Before using these forms, please review FORMCHG.DOC (dated 7-18-97) for a summary of form changes and software tips.

## Available Forms (August 1997)

Form Number	Form Name	BFF Date	BFF Size
<b>BUCKSLIP</b>	Routing Slip	4/17/96	10632
<b>PS 144</b>	Prior Federal Civilian and Military Service Statement	6/25/97	262049
<b>PS 150</b>	Postmaster Workload Information	7/22/96	54889
<b>PS 337</b>	Clearance Record for Separated Employee	1/17/97	46875
<b>PS 571</b>	Discrepancy of \$100 or More in Financial Responsibility	6/24/97	42376
<b>PS 800B</b>	Money Order Post Audit Request	4/24/96	17396
<b>PS 928</b>	Materiel Inventory Change	3/2/94	20285
<b>PS 969</b>	Materiel Recycling and Disposal	7/19/96	64934
<b>PS 990</b>	Vacancy Announcement	6/14/94	5978
<b>PS 991</b>	Application for Promotion or Assignment	4/11/97	71720
<b>PS 991M</b>	Application for Management Associate Position	3/7/94	128185
<b>PS 991REQ</b>	Requirements Page of PS991	6/27/96	36698
<b>PS 1011</b>	Travel Advance Request and Itinerary Schedule	6/3/97	29027
<b>PS 1012</b>	Travel Voucher	7/17/97	108277
<b>PS 1012A</b>	Travel Voucher — Continuation Sheet	7/18/97	75150
<b>PS 1129</b>	Cashier Reimbursement Voucher and/or Accountability Report	1/22/97	30641

Form Number	Form Name	BFF Date	BFF Size
PS 1164	Claim for Reimbursement	7/17/97	107149
PS 1221	Advanced Sick Leave Authorization	10/16/96	9811
PS 1231	Board of Governors/Officers Expense Report	10/5/95	66065
PS 1236A	Weekly Loan, Transfer, and Training Hours	6/30/97	286416
PS 1261	Non-Transactor Report	4/2/97	56004
PS 1345	Request for Service Award Certificate/Letter	3/3/94	19069
PS 1357	Request for Computer Access	7/30/96	100819
PS 1360	Information Systems Security Incident Report	4/16/97	33850
PS 1476	PSDS EMR Items Transcript	2/13/96	204305
PS 1510	Mail/Loss Rifling Report	3/27/97	73661
PS 1555	Statement of Account (CAGs A-L)	10/9/96	277020
PS 1564A	Delivery Instructions	7/19/96	60296
PS 1567	Requisition for Rubber and Steel Stamps Only	4/24/96	18107
PS 1576	Requisition for Duplicating Service	10/2/96	24088
PS 1590	Supplies and Equipment Receipt	3/4/94	14085
PS 1627	General Purpose Ruled Form	4/18/96	81192
PS 1723	Assignment Order	10/3/95	33420
PS 1727	Award Recommendation/Authorization	10/3/95	17921
PS 1752	Health Unit Daily Record	7/18/97	252642
PS 1770	Hazardous Materials Incident Report	6/3/97	44922
PS 1782	Training Request and Authorization	4/25/96	32577
PS 1783	On-the-Job Safety Review/Analysis	3/4/94	98613
PS 1796A	Qualifications Rating Sheet for Senior Qualified Positions	4/8/97	90685
PS 1796B	Qualifications Rating Sheet for Best Qualified Positions	7/16/97	157560
PS 1902	Justification For Billing Accounts Receivable	5/14/97	26340
PS 1997	Health Unit Case Record	7/17/97	104198
PS 2013	Sensitive Security Clearance Processing Request	7/18/96	22424
PS 2025	Contract Personnel Questionnaire	7/26/96	85128
PS 2106	Adjudication — Tort Claims	4/29/97	43559
PS 2181	Authorization and Release	7/22/96	10908
PS 2181C	Authorization and Release - Background Investigation	7/22/96	14636
PS 2198	Accident Report — Tort Claim	3/4/94	25582
PS 2240	Pay, Leave, or Other Hours Adjustment Request	10/23/96	65924
PS 2432	Individual Training Progress Report	7/7/97	92516
PS 2487	Requisition for Test Materials	2/12/97	20139
PS 2548	Individual Training Record	4/11/96	22768
PS 2550	Interview Notice	10/7/96	22557
PS 2608	Grievance Summary-Step 1	10/16/96	17718
PS 2609	Grievance Summary-Step 2	7/17/95	24358
PS 2610	Grievance Summary-Step 3	3/4/94	11178
PS 2629	Free Trial Test Agreement	5/17/96	10850
PS 2805	Military Deposit Worksheet	4/29/96	39015
PS 3037	Telecommunications Service Request	2/13/96	31919
PS 3239	Payroll Deduction Authorization to Liquidate Postal Service Indebtedness	1/21/97	28914
PS 3533	Application and Voucher for Refund of Postage Fees	10/22/96	65489
PS 3621A	Renewal Notice for Annual Fee(s)	4/9/97	25722
PS 3749	Irregularities in the Preparation of Mail	10/24/96	57763
PS 3823	Packaging Improvement Notice	10/17/96	31942
PS 3970T	Donated Leave Transfer	4/8/97	15324
PS 3971	Request For or Notification of Absence	10/26/95	55062
PS 4314C	Consumer Service Card	6/30/97	30743
PS 4508	Vehicle Maintenance Facility Inventory Order	10/5/95	51943
PS 4533	MVS Schedule	3/8/94	49486
PS 4541	Order-Invoice for Vehicle Repair	7/8/97	42535

Form Number	Form Name	BFF Date	BFF Size
PS 4583	Physical Fitness Inquiry for Motor Vehicle Operators	3/9/94	36676
PS 4587	Request to Repair, Replace, or Dispose of Postal-Owned Vehicle	4/23/96	44053
PS 4595	Sale Purchase Agreement	3/9/94	28963
PS 4777	Maintenance Checklist	9/6/95	186927
PS 4805	Maintenance Work Record Sheet	4/23/96	59994
PS 4872	Claim for Subsistence Expenses — Temporary Quarters	6/30/97	175263
PS 4983	Postal Key and Lock Requisition	7/22/96	23085
PS 4984	Repair Parts Requisition	3/9/94	30066
PS 5407	Highway Contract Route Survey/Service Change	7/22/97	75085
PS 5429	Certification of Exceptional Contract Service Performed	6/30/97	86265
PS 5560	Team Project Planning Worksheet	4/18/97	159087
PS 5637	Express Mail Corporate Account/Custom Designed Agreement	1/22/96	71404
PS 5900	Hiring Worksheet	10/22/96	91995
PS 6075	Status of Employee Benefits	4/1/97	18254
PS 7314	Medical Agreement	7/15/97	85247
PS 7330	Amendment to Solicitation	7/18/97	18643
PS 7366	Funded Procurement Request	10/5/95	34705
PS 7380	Supply Center Requisition	10/2/96	31264
PS 7381	Requisition for Supplies, Services, or Equipment	7/18/97	110509
PS 8006	Uniform Allowance Code Sheet (For Regular, Contract, or Work Clothes Program)	7/22/96	17969
PS 8038	Employee Statement to Recover Back Pay	1/3/97	72267
PS 8039	Back Pay Decision/Settlement Worksheet	1/23/97	294878
PS 8059	Request for Relocation Management Firm (RMF) Service	6/3/97	16306
PS 8139A	Telephone Requirements-Large Systems (13–5,000 instruments)	2/28/96	330211
PS 8139B	Telephone Requirements-Small Systems (2–12 instruments)	3/1/96	189385
8139PG1	Attachment to PS 8139-A	3/4/96	131552
PS 8179C	Individual Development Plan	4/24/96	32648
PS 8181	Project Service Agreement (PSA)	10/2/95	55684
PS 8187	Hazardous and Regulated Substance Release Notification	1/22/97	79727
PS 8192	FEDSTRIP/Address Activity Code Request	4/25/96	34586
PS 8194	Record of Environmental Consideration	1/7/97	12814
PS 8195	Operational Environmental Checklist	1/21/97	73406
PS 8203	Order/Solicitation/Offer/Award	7/22/97	55675

BFF = form files for use in Windows version of F3 Fill.

**Database Files (Windows Only)**

DBF Name	DBF Date	DBF Size
PS7381	5-13-96	5954

## Customer Relations

### Mail Alert

The mailings below will be deposited in the near future. Offices should honor the requested home delivery dates. Mailers wishing to participate in these alerts, for mailings of 1

million pieces or more, should contact Customer Relations Program Management at 202-268-3612 at least 1 month preceding the requested delivery dates.

Title of Mailing	Class and Type of Mail	Requested Delivery Date	Number of Pieces (Millions)	Distribution	Presort Level	Comments
JCPenney Clearance	Standard A/Catalog	Aug. 28–30	2.5	Nationwide	CarRt	Perry Printing, CH Robinson
JCPenney Fall Jewelry Mailer	Standard A/Letter	Sept. 1–3	2.9	Nationwide	CarRt	Harte-Hanks
The Company Store/Kitchen & Home	Standard A/Catalog	Sept. 1–4	4.0	Nationwide	CarRt/ Presorted	Quad/Graphics, Saratoga Springs, NY
JCPenney Mixit Mailer	Standard A/Letter	Sept. 2–4	5.5	Nationwide	CarRt	Harte-Hanks
L.L. Bean, Inc. 1997 Fall Home/Camp I	Standard	Sept. 2–4	4.3	Nationwide	CarRt, 5-Digit, Basic	7 7/8" x 8 15/16", 96 pages
The Territory Ahead/Fall Prospector	Standard/Catalog	Sept. 3	1.2	Nationwide	CarRt, 3/5-Digit, Basic	8 3/4" x 10"
The Territory Ahead/Fall 1	Standard/Catalog	Sept. 3	1.2	Nationwide	CarRt, 3/5-Digit, Basic	8 3/4" x 10"
JCPenney Fall Kickoff Sale	Standard A/Letter	Sept. 3–5	1.5	Nationwide	CarRt	Harte-Hanks
JCPenney Fall Home and Fashion Sale	Standard A/Catalog	Sept. 4–6	14.9	Nationwide	CarRt	RR Donnelley
Neiman Marcus Christmas Catalog	Standard B	Sept. 7–Oct. 6	2.7	Nationwide	CarRt, Basic	1.05 lb./piece; Case-Hoyt, Rochester, NY
Service Merchandise	Standard A/Flat	Sept. 8–9	4.7	Nationwide	CarRt, 3/5-Digit, Basic	World Color, Augusta GA, and Corinth MS
Sears September Mailer	Standard/Letter	Sept. 8–10	13.7	Nationwide	CarRt	
Bell Atlantic	First-Class/Letter	Sept. 9–10	1.3	Virginia	CarRt, 3/5-Digit	ABR Services, Inc., Merrifield, VA
JCPenney Styling Salon	Standard A/Letter	Sept. 10–12	1.5	Nationwide	CarRt	Harte-Hanks
Sears September Craftman	Standard/Letter	Sept. 15–17	6.7	Nationwide	CarRt	
Sears Kenmore	Standard/Letter	Sept. 18–20	1.5	Nationwide	CarRt	
1997 Voter Guide	Standard	Sept. 19	1.9	NY State	CarRt, 5-Digit	11" x 4 1/4", 80 pages; Joncas Postexperts

—Customer Relations, 8-28-97

# Domestic Mail

*DMM CORRECTION*

## Nonmachinable Surcharge — Parcel Post

Effective August 28, 1997, *Domestic Mail Manual* (DMM) E620.2.5 is amended to clarify that a nonmachinable surcharge applies only to certain listed pieces of Parcel Post if pieces are mailed at the inter-BMC/ASF Parcel Post rates *and* no special handling fee is paid.

This notice corrects DMM 52 published July 1, 1997, which inadvertently dropped the word “no” before special handling in the introductory text.

This correction will be included in DMM Issue 53 (scheduled for release on January 1, 1998).

### *Domestic Mail Manual* (DMM)

<b>E</b>	<b>Eligibility</b>	*	*	*	*	*
<b>E600</b>	<b>Standard Mail</b>	*	*	*	*	*
<b>E620</b>	<b>Nonautomation Nonpresort Rates</b>	*	*	*	*	*
<b>2.0</b>	<b>PARCEL POST</b>	*	*	*	*	*
<b>2.5</b>	<b>Nonmachinable Surcharge</b>					

*[Amend the introductory text of 2.5 by inserting “no” before special handling to read as follows:]*

The nonmachinable surcharge applies only to the items listed in 2.5a through 2.5l if mailed at the inter-BMC/ASF Parcel Post rates and no special handling fee is paid. \* \* \*

—Mail Preparation and Standards, Marketing, 8-28-97

*REMINDER*

## Proper Handling of Express Mail and Priority Mail Drop Shipments

Several companies have expressed concern regarding proper handling of Priority Mail Drop Shipment and Express Mail Drop Shipment when received at destination post offices.

Customers use the Priority Mail Drop Shipment and Express Mail Drop Shipment programs to speed delivery of pieces sent as First-Class Mail, Standard Mail, or Periodicals.

In a drop shipment, the mail is sent directly to a post office closer to the point of delivery, called the “destination post office.” It bypasses handling in intermediate post offices. When the drop shipment is received at the destination post office, postal employees must immediately open the mail pouches or sacks and begin distribution of the mail to meet the service standards appropriate for the class of mail contained in the sack. Service standards for each mail class are contained in Publication 65, *1997 National Five-Digit ZIP Code and Post Office Directory*.

### Origin Office Instructions

Origin postal facilities must verify the contents of each drop shipment. The enclosed mail must meet the eligibility and preparation standards for the class and rate claimed (and any special services used), except that sacking and traying is not required if all packages are destined for the same five-digit ZIP Code as indicated on Tag 157, *Express Mail Drop Shipment*, or Tag 159, *Priority Mail Drop Shipment*, attached to the Express Mail or Priority Mail pouch or sack, as applicable.

Postal employees verifying the enclosed mail must ensure that each piece is endorsed to accurately reflect the class of mail claimed. See *Domestic Mail Manual* (DMM) M072, Express Mail and Priority Mail Drop Shipment, for more information.

The customer must pay postage costs for the class of mail inside the pouch in addition to the appropriate Express Mail and Priority Mail postage for the weight of the entire mailing (including the enclosed mail and any sacks or trays used in preparing the mail) from the origin post office to the destination post office. For zone-rated mail, mailers pay postage as if the enclosed mail had been entered at the post office where the drop shipment destinates.

#### *For Express Mail*

Each Express Mail Drop Shipment must be enclosed in the appropriate yellow and blue Express Mail pouch (sack). The proper Express Mail label or form must be placed in an EP-13 envelope and attached to each Express Mail pouch.

Each Express Mail Drop Shipment mail sack must have Tag 157, *Express Mail Drop Shipment*, attached. Each Tag 157 on each sack must be labeled:

"MANAGER, DISTRIBUTION AND OPERATIONS  
OPEN AND DISTRIBUTE"

The tag must be completed to show the class of mail for the contents enclosed and the name and address of the destination postal facility where the shipment destinates. An employee at the origin acceptance office where the contents of the pouch are verified must sign and postmark Tag 157 in the appropriate location.

#### *For Priority Mail*

Each Priority Mail Drop Shipment must be enclosed in white domestic or other approved sacks, properly labeled to the destination drop shipment facility, except that Priority Mail drop shipments of First-Class Mail must be presented in the appropriate orange Priority Mail nylon sacks.

Each Priority Mail Drop Shipment mail sack must have Tag 159, *Priority Mail Drop Shipment*, attached to identify it as Priority Mail. Tag 159 also provides a place to affix the appropriate amount of Priority Mail postage to cover the cost of the drop shipment. The tag must be completed to show the class of mail enclosed and the name and address of the destination facility. An employee at the origin acceptance office where the contents of the pouch are verified must sign and postmark Tag 159 in the appropriate location.

Each Tag 159 on each sack must be labeled:

"MANAGER, DISTRIBUTION AND OPERATIONS  
OPEN AND DISTRIBUTE"

#### **Destination Office Instructions**

At the Express Mail and Priority Mail opening units of the addressed (destination) office, pouches and sacks are opened in accordance with local standard operating procedures. The enclosed mail is taken to the appropriate distribution processing operation and provided the service appropriate to the class of mail and rate paid for the enclosed contents.

For drop shipments addressed to a bulk mail center (BMC), the Express Mail and Priority Mail pouches and sacks are opened and processed in the BMC Opening Unit.

#### **Customer Service**

Express Mail and Priority Mail Drop Shipments allow a customer to use our premier expedited mail services to receive speedier service for pieces claimed at First-Class Mail, Periodicals, and Standard Mail rates. It also rushes bulk shipments to destination post offices. Postal employees processing drop shipments must ensure that pieces contained within drop shipment pouches are promptly processed upon receipt.

—*Mail Preparation and Standards,  
Marketing Systems, 8-28-97*



## Proper Use of Tag 157, *Express Mail Drop Shipment*

Tag 157, *Express Mail Drop Shipment*, must be attached to each Express Mail Drop Shipment pouch of bulk and presort mail accepted in business mail entry units, detached mail units, or local offices. Tag 157, shown at right, confirms that the enclosed bulk or presort mailing was verified and postage was collected.

Customers use Express Mail Drop Shipment to expedite movement of other classes of mail from one USPS domestic facility to another. Customers sort the enclosed mail according to the applicable *Domestic Mail Manual* standards for the class of mail and place the mail into Express Mail pouches. Tags 157 are printed with the instructions "Open and Distribute At." The customer must address each Tag 157 to the Manager, Distribution Operations or Postmaster, as appropriate, with the facility address, city, state and ZIP Code, and affix the Tag 157 to each pouch.

After acceptance of the bulk mail, the acceptance personnel must indicate the class of mail enclosed and round-date and sign each Tag 157.

Tag 157 is not reusable and is discarded when the pouch is opened for distribution at the destination facility.

—*Business Mail Acceptance,  
Marketing Systems, 8-28-97*

PS Tag 157June 1994





**EXPRESS MAIL**  
UNITED STATES POSTAL SERVICE™

**DO NOT OPEN UNTIL DESTINATION REACHED**

**DROP SHIPMENT**  
**CLASS MAIL ENCLOSED**

**OPEN AND DISTRIBUTE AT:**

Postage paid, necessary presort and preparation verified.

Postmark

Signature of Origin Bulk Mail Acceptance Clerk  
**Not Valid Unless Signed and Postmarked**

## Overseas Military Mail

Mail addressed to, from, or between military post offices overseas is subject to certain conditions or restrictions of mailing regarding content, preparation, and handling. The table below outlines these conditions by APO/FPO ZIP Codes through the use of footnoted mailing restriction codes, which appear on the page following the table.

Acceptance clerks should use this table with the inte-

grated retail terminal (IRT) to determine whether an APO/FPO ZIP Code is active and which conditions of mailing apply. For Express Mail Military Service (EMMS) availability, refer to the local hardcopy EMMS directory.

The complete table appears in the last *Postal Bulletin* of each month.

## Conditions Applied to Mail Addressed to Military Post Offices Overseas

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09001	Not Active	09041	Not Active	09081	B-B1-C-D-U
09002	Not Active	09042	B-B1-C-D-U	09082	Not Active
09003	Not Active	09043	Not Active	09083	Not Active
09004	Not Active	09044	Not Active	09084	Not Active
09005	Not Active	09045	B-B1-C-D-U	09085	Not Active
09006	Not Active	09046	B-B1-C-D-U	09086	B-B1-C-D-U
09007	B-B1-C-D-U	09047	Not Active	09087	Not Active
09008	Not Active	09048	Not Active	09088	Not Active
09009	B-B1-C-D-U	09049	Not Active	09089	B-B1-C-D-U
09010	Not Active	09050	B-B1-C-D-U	09090	B-B1-C-D-U
09011	Not Active	09051	Not Active	09091	Not Active
09012	B-B1-C-D-U	09052	Not Active	09092	Not Active
09013	Not Active	09053	B-B1-C-D-U	09093	Not Active
09014	B-B1-C-D-U	09054	B-B1-C-D-U	09094	B-B1-C-D
09015	Not Active	09055	Not Active	09095	B-B1-C-D-U
09016	Not Active	09056	B-B1-C-D-U	09096	B-B1-C-D-U
09017	Not Active	09057	Not Active	09097	Not Active
09018	Not Active	09058	B-B1-C-D-U	09098	B-B1-C-D-U
09019	Not Active	09059	B-B1-C-D-U	09099	B-B1-C-D-U
09020	Not Active	09060	B-B1-C-D-U	09100	B-B1-C-D-U
09021	B-B1-C-D-U	09061	Not Active	09101	Not Active
09022	Not Active	09062	Not Active	09102	B-B1-C-D-U
09023	Not Active	09063	B-B1-C-D-L-U	09103	B-B1-D-U
09024	Not Active	09064	Not Active	09104	B-B1-C-D-U
09025	Not Active	09065	Not Active	09105	Not Active
09026	Not Active	09066	Not Active	09106	Not Active
09027	Not Active	09067	B-B1-C-D-U	09107	B-B1-C-D-U
09028	B-B1-C-D-U	09068	Not Active	09108	Not Active
09029	Not Active	09069	B-B1-C-D-U	09109	Not Active
09030	Not Active	09070	Not Active	09110	B-B1-C-D-U
09031	B-B1-C-D-U	09071	Not Active	09111	B-B1-C-D-U
09032	Not Active	09072	Not Active	09112	B-B1-C-D-U
09033	B-B1-C-D-U	09073	Not Active	09113	Not Active
09034	B-B1-C-D-U	09074	B-B1-C-D-U	09114	B-B1-C-D-U
09035	Not Active	09075	Not Active	09115	Not Active
09036	B-B1-C-D-U	09076	B-B1-C-D-U	09116	Not Active
09037	Not Active	09077	Not Active	09117	Not Active
09038	Not Active	09078	Not Active	09118	Not Active
09039	Not Active	09079	Not Active	09119	Not Active
09040	Not Active	09080	B-B1-C-D-U	09120	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09121	Not Active	09178	B-B1-C-D-U	09236	Not Active
09122	Not Active	09179	Not Active	09237	B-B1-C-D-U
09123	B-B1-C-D-U	09180	B-B1-C-D-U	09238	Not Active
09124	Not Active	09181	Not Active	09239	Not Active
09125	Not Active	09182	B-B1-C-D-U	09240	Not Active
09126	B-B1-C-D	09183	B-B1-C-D-U	09241	Not Active
09127	Not Active	09184	Not Active	09242	Not Active
09128	B-B1-C-D-U	09185	B-B1-C-D-U	09243	Not Active
09129	Not Active	09186	B-B1-C-D-U	09244	B-B1-C-D-U
09130	Not Active	09187	Not Active	09245	B-B1-C-D-U
09131	B-B1-C-D-U	09188	Not Active	09246	Not Active
09132	Not Active	<b>09189</b>	<b>Not Active</b>	09247	Not Active
09133	Not Active	09190	Not Active	09248	Not Active
09134	Not Active	09191	Not Active	09249	Not Active
09135	B-B1-Y	09192	Not Active	09250	B-B1-C-D-U
09136	B-B1-C-D	09193	Not Active	09251	Not Active
09137	B-B1-C-D-U	09194	Not Active	09252	B-B1-C-D-U
09138	B-B1-C-D-U	09195	Not Active	09253	Not Active
09139	B-B1-C-D	09196	Not Active	09254	Not Active
09140	B-B1-C-D-U	09197	Not Active	09255	Not Active
09141	Not Active	09198	Not Active	09256	Not Active
09142	B-B1-C-D-U	09199	Not Active	09257	Not Active
09143	B-B1-C-D-U	09201	Not Active	09258	Not Active
09144	Not Active	09202	Not Active	09259	Not Active
09145	Not Active	09203	Not Active	09260	Not Active
09146	Not Active	09204	Not Active	09261	Not Active
09147	Not Active	09205	Not Active	09262	B-B1-C-D-U
09148	Not Active	09206	Not Active	09263	B-B1-C-D-U
09149	Not Active	09207	Not Active	09264	B-B1-C-D-U
09150	Not Active	09208	Not Active	09265	B-B1-C-D-N-U
09151	Not Active	09209	Not Active	09266	B-B1-C-D-U
09152	Not Active	09210	Not Active	09267	B-B1-C-D-U
09153	Not Active	09211	B-B1-C-D-U	09268	Not Active
09154	B-B1-C-D-U	09212	B-B1-C-D-U	09269	Not Active
09155	Not Active	09213	B-B1-C-D-U	09270	Not Active
09156	Not Active	09214	B-B1-C-D-U	09271	Not Active
09157	B-B1-C-D-U	09215	Not Active	09272	Not Active
09158	Not Active	09216	Not Active	09273	Not Active
09159	Not Active	09217	Not Active	09274	Not Active
09160	Not Active	09218	Not Active	09275	Not Active
09161	Not Active	09219	Not Active	09276	Not Active
09162	Not Active	09220	Not Active	09277	Not Active
09163	Not Active	09221	Not Active	09278	Not Active
09164	Not Active	09222	Not Active	09279	Not Active
09165	B-B1-C-D-U	09223	Not Active	09280	Not Active
09166	B-B1-C-D-U	09224	Not Active	09281	Not Active
09167	Not Active	09225	B-B1-C-D-U	09282	Not Active
09168	Not Active	09226	B-B1-C-D-U	09283	Not Active
09169	B-B1-C-D-U	09227	B-B1-C-D-U	09284	Not Active
09170	Not Active	09228	Not Active	09285	Not Active
09171	Not Active	09229	B-B1-C-D-U	09286	Not Active
09172	B-B1-C-D-U	09230	Not Active	09287	Not Active
09173	B-B1-C-D-U	09231	Not Active	09288	Not Active
09174	Not Active	09232	Not Active	09289	Not Active
09175	B-B1-C-D-U	09233	Not Active	09290	Not Active
09176	Not Active	09234	Not Active	09291	Not Active
09177	B-B1-C-D-U	09235	Not Active	09292	Not Active

<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>
09293	Not Active	09351	Not Active	09409	B-B1-C-C1-U
09294	Not Active	09352	Not Active	09410	Not Active
09295	Not Active	09353	Not Active	09411	Not Active
09296	Not Active	09354	Not Active	09412	Not Active
09297	Not Active	09355	Not Active	09413	Not Active
09298	Not Active	09356	Not Active	09414	Not Active
09299	Not Active	09357	Not Active	09415	Not Active
09301-0001	A-B-B1-F-F1-R	09358	Not Active	09416	Not Active
09301-8580	A-B-B1-F-F1-R	09359	Not Active	09417	Not Active
09302-0002	B-B1-E2-F-H1-I-R-R1-U2	09360-0005	B-B1-I-N	09418	Not Active
09303	Not Active	09361	Not Active	09419	B-B1-C-C1-U
09304	Not Active	09362	Not Active	09420	Not Active
09305	Not Active	09363	Not Active	09421	B-B1-C-C1-U
09306	Not Active	09364	Not Active	09422	Not Active
09307	Not Active	09365	Not Active	09423	Not Active
09308	Not Active	09366	Not Active	09424	Not Active
09309	Not Active	09367	Not Active	09425	Not Active
09310	Not Active	09368	Not Active	09426	Not Active
09311	Not Active	09369	Not Active	09427	Not Active
09312	Not Active	09370	Not Active	09428	Not Active
09313	Not Active	09371-0001	A-B-B1-F-F1-R	09429	Not Active
09314	Not Active	09372-0004	A-B-B1-F-F1-R	09430	Not Active
09315	Not Active	09373	Not Active	09431	Not Active
09316	Not Active	09374	Not Active	09432	Not Active
09317	Not Active	09375	Not Active	09433	Not Active
09318	Not Active	09376	Not Active	09434	Not Active
09319	Not Active	09377	Not Active	09435	Not Active
09320	Not Active	09378	Not Active	09436	Not Active
09321	Not Active	09379	Not Active	09437	Not Active
09322	Not Active	09380	Not Active	09438	Not Active
09323	Not Active	09381	Not Active	09439	Not Active
09324	Not Active	09382	Not Active	09440	Not Active
09325	Not Active	09383	Not Active	09441	Not Active
09326	Not Active	09384	Not Active	09442	Not Active
09327	Not Active	09385	Not Active	09443	Not Active
09328	Not Active	09386	Not Active	09444	Not Active
09329	Not Active	09387	Not Active	09445	Not Active
09330	Not Active	09388	Not Active	09446	Not Active
09331	Not Active	09389	Not Active	09447	B-B1-C-C1-U
09332	Not Active	09390	Not Active	09448	B-B1-C-C1-U
09334	Not Active	09391-0001	B-B1-X	09449	Not Active
09335	Not Active	09392-0001	B-B1	09450	Not Active
09336	Not Active	09393	Not Active	09451	Not Active
09337	Not Active	09394	Not Active	09452	Not Active
09338	Not Active	09395	Not Active	09453	Not Active
09339	Not Active	09396	A-B-B1-F	09454	B-B1-C-C1-U
09340	Not Active	09397	A-B-B1-C1-F-R	09455	Not Active
09341	Not Active	09398	B-B1	09456	B-B1-C-C1-U
09342	Not Active	09399	B-B1-C-D-U	09457	Not Active
09343	Not Active	09401	Not Active	09458	Not Active
09344	Not Active	09402	Not Active	09459	B-B1-C-C1-U
09345	Not Active	09403	Not Active	09460	Not Active
09346	Not Active	09404	Not Active	09461	B-B1-C-C1-U
09347	Not Active	09405	Not Active	09462	Not Active
09348	Not Active	09406	Not Active	09463	B-B1-C-C1-U
09349	Not Active	09407	Not Active	09464	B-B1-C-C1-U
09350	Not Active	09408	Not Active	09465	Not Active

<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>
09466	Not Active	09524	Not Active	09581	B
09467	Not Active	09525	Not Active	09582	B
09468	B-B1-C-C1-U	09526	Not Active	09583	Not Active
09469	B-B1-C-C1-U	09527	Not Active	09584	Not Active
09470	B-B1-C-C1-U	09528	Not Active	09585	Not Active
09471	Not Active	09529	B	09586	B
09472	Not Active	09530	Not Active	09587	B
09473	Not Active	09531	Not Active	09588	B
09474	Not Active	09532	B	09589	Not Active
09475	Not Active	09533	Not Active	09590	B
09476	Not Active	09534	B	09591	B
09477	Not Active	09535	Not Active	09592	Not Active
09478	Not Active	09536	B	09593	B
09479	Not Active	09537	Not Active	09594	B
09480	Not Active	09538	Not Active	09595	B
09481	Not Active	09539	Not Active	09596	B
09482	Not Active	09540	Not Active	09597	Not Active
09483	Not Active	09541	Not Active	09598	Not Active
09484	Not Active	09542	B	09599	B
09485	Not Active	09543	B	09601	B-B1-C-F-F1-U
09486	Not Active	09544	Not Active	09602	Not Active
09487	Not Active	09545	B	09603	B-B1-C-F-F1-U
09488	Not Active	09546	Not Active	09604	Not Active
09489	Not Active	09547	Not Active	09605	Not Active
09490	Not Active	09548	Not Active	09606	Not Active
09491	Not Active	09549	B	09607	Not Active
09492	Not Active	09550	B	09608	Not Active
09493	Not Active	09551	Not Active	09609	B-B1-C-F-U
09494	B-B1-C-C1-U	09552	Not Active	09610	B-B1-C-F-U
09495	Not Active	09553	Not Active	09611	Not Active
09496	B-B1-C-C1-U	09554	Not Active	09612	B-B1-C-F-U
09497	Not Active	09555	Not Active	09613	B-B1-C-F-U
09498	B-B1-C-C1-U	09556	B	09614	Not Active
09499	B-B1-C-C1-U	09557	B	09615	Not Active
09501	B	09558	B	09616	Not Active
09502	B	09559	Not Active	09617	B-B1-C-F-U
09503	B	09560	Not Active	09618	B-B1-C-F-U
09504	B	09561	Not Active	09619	B-B1-C-F-U
09505	B	09562	Not Active	09620	B-B1-C-F-U
09506	B	09563	B	09621	B-B1-C-F-U
09507	B	09564	B	09622	B-B1-C-F-U
09508	B	09565	B	09623	B-B1-C-F-U
09509	B	09566	B	09624	B-B1-C-F-U
09510	B-C-I	09567	B	09625	B-B1-C-F-U
09511	B	09568	B	09626	B-B1-C-F-U
09512	Not Active	09569	B	09627	B-B1-C-F-U
09513	Not Active	09570	B	09628	B-B1-C-F-F1-U
09514	Not Active	09571	Not Active	09629	Not Active
09515	Not Active	09572	Not Active	09630	B-B1-C-F-U
09516	Not Active	09573	B	09631	B-B1-C-F-U
09517	B	09574	B	09632	Not Active
09518	Not Active	09575	B	09633	Not Active
09519	Not Active	09576	B	09634	Not Active
09520	Not Active	09577	B	09635	Not Active
09521	Not Active	09578	B	09636	B-B1-C-F-U
09522	Not Active	09579	B	09637	Not Active
09523	Not Active	09580	B	09638	B-B1-C-E2-F-U

<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>
09639	Not Active	09696	Not Active	09754	Not Active
09640	Not Active	09697	Not Active	09755	Not Active
09641	Not Active	09698	Not Active	09756	Not Active
09642	B-B1-N-U	09699	Not Active	09757	Not Active
09643	B-B1-U	09701	Not Active	09758	Not Active
09644	B-B1-U	09702	Not Active	09759	Not Active
09645	B-B1-U	09703	B-B1-C-F1	09760	Not Active
09646	B-B1-Y	09704	B-B1-C-D	09761	Not Active
09647	B-B1-N-U	09705	B-B1	09762	Not Active
09648	Not Active	09706	B-B1-C-D-U	09763	Not Active
09649	Not Active	09707	B-B1-C-D-N-U	09764	Not Active
09650	Not Active	09708	B-B1	09765	Not Active
09651	Not Active	09709	B-B1-F1	09766	Not Active
09652	Not Active	09710	Not Active	09767	Not Active
09653	Not Active	09711	Not Active	09768	Not Active
09654	Not Active	09712	Not Active	09769	Not Active
09655	Not Active	09713	B-B1-C-F1	09770	Not Active
09656	Not Active	09714	B-B1	09771	Not Active
09657	Not Active	09715	B-B1-F1	09772	Not Active
09658	Not Active	09716	B-B1-C-D-N-U	09773	Not Active
09659	Not Active	09717	B-B1-M-W	09774	Not Active
09660	Not Active	09718	B-B1-F-I-N-U	09775	Not Active
09661	Not Active	09719	Not Active	09776	Not Active
09662	Not Active	09720	B-B1-U	09777	A-B-B1-C-E1-N
09663	Not Active	09721	B-B1-N-U	09778	Not Active
09664	Not Active	09722	B-B1-C-D-N-U	09779	A-B-B1-C1-F-R
09665	Not Active	09723	B-B1-N-U	09780	A-B-B1-C1-F-R
09666	Not Active	09724	B-B1	09781	A-B-B1-C1-F-R
09667	Not Active	09725	B-C	09782	A-B-B1-C1-F-R
09668	Not Active	09726	B-B1-N-U	09783	A-B-B1-C1-F-I-N-R
09669	Not Active	09727	Not Active	09784	Not Active
09670	Not Active	09728	B-C	09785	A-B-B1-C1-F-I-N-R
09671	Not Active	09729	B-C	09786	A-B-B1-C1-F-I-N-R
09672	Not Active	09730	Not Active	09787	A-B-B1-C1-F-I-N-R
09673	Not Active	09731	Not Active	09788	A-B-B1-C1-F-R
09674	Not Active	09732	B-B1	09789	A-B-B1-C1-F-R
09675	Not Active	09733	B-B1-I	09790	A-B-B1-C1-F-I-N-R
09676	Not Active	09734	Not Active	09791	A-B-B1-C1-E1-F-I-M-R
09677	Not Active	09735	B-B1	09792	B-B1-C-F-U
09678	Not Active	09736	Not Active	09793	A-B-B1-C1-F-R
09679	Not Active	09737	Not Active	09794	A-B-B1-C1-F-R
09680	Not Active	09738	Not Active	09795	A-B-B1-C1-F-I-N-R
09681	Not Active	09739	Not Active	09796	A-B-B1-C1-F-I-N-R
09682	Not Active	09740	Not Active	09797	Not Active
09683	Not Active	09741	Not Active	09798	Not Active
09684	Not Active	09742	Not Active	09799	Not Active
09685	Not Active	09743	Not Active	09801	Not Active
09686	Not Active	09744	Not Active	09802	B-B1-E2-E3-F-H1-I- R-R1-U1-Z1
09687	Not Active	09745	Not Active		
09688	Not Active	09746	Not Active	09803	B-B1-E2-E3-F-H1-I- R-R1-U1-Z1
09689	Not Active	09747	Not Active		
09690	Not Active	09748	Not Active	09804	B-B1-E2-E3-F-H1-I- R-R1-U1-Z1
09691	Not Active	09749	Not Active		
09692	Not Active	09750	Not Active	09805	B-B1-E2-E3-F-H1-I- R-R1-U1-Z1
09693	Not Active	09751	Not Active		
09694	Not Active	09752	Not Active	09806	Not Active
09695	Not Active	09753	Not Active	09807	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09808	B-B1-E2-E3-F-H1-I- R-R1-U1-Z1	09856	Not Active	09899	B-F-N-Z1
09809	B-B1-E2-E3-F-H1-I- R-R1-U1-Z1	09857	Not Active	09901	Not Active
09810	B-B1-E2-E3-F-H1-I- R-R1-U1-Z1	09858	B-B1-E2-E3-F-H1-I- R-R1-U1-Z1	09902	Not Active
09811	B-B1-E2-E3-F-H1-I- R-R1-U1-Z1	09859	Not Active	09903	Not Active
09812	B-B1-E2-E3-F-F1-I-N-R- U-Z1	09860	Not Active	09904	Not Active
09813	Not Active	09861	Not Active	09905	Not Active
09814	B-B1-E2-E3-F-F1-I-N-R- U-Z1	09862	Not Active	09906	Not Active
09815	Not Active	09862	Not Active	09907	Not Active
09816	Not Active	09863	Not Active	09908	Not Active
09817	Not Active	09864	Not Active	09909	Not Active
09818	Not Active	09865	A-B-B1-Z1	09910	Not Active
09819	A-B-B1-F-P-Z1	<b>09866</b>	<b>Not Active</b>	09911	Not Active
09820	Not Active	09867	A-B-B1-F-I-R-R1-Z1	09912	Not Active
09821	A-B-B1-F-Z1	09868	A-B-B1-U-Z1	09913	Not Active
09822	A-B-B1-F-Z1	09869	A-B-B1-I-U-Z1	09914	Not Active
09823	A-B-B1-F-Z1	09870	Not Active	09915	Not Active
09824	A-B-B1-F-Z1	09871	B-B1-E2-E3-F-H1-I- R-U1-Z1	09916	Not Active
09825	A-B-B1-F-Z1	09872	B-B1-E2-E3-F-H1-I- R-R1-U2-Z1	09917	Not Active
09826	B-B1-E2-F-H1-I- R-R1-U1-Z1	09873	B-B1-E2-F-H1-R-R1-U2-Z1	09918	Not Active
09827	A-B-B1-F-Z1	09874	A-B-B1-I-U-Z1	09919	Not Active
09828	B-I-N-Z1	09875	B-B1-E2-F-H1-R-R1-U2-Z1	09920	Not Active
09829	B-I-N-Z1	09876	B-B1-E2-F-H1-I- R-R1-U2-Z1	09921	Not Active
09830	B-B1-C-Z1	09877	B-B1-E2-F-H1-R-R1-U2-Z1	09922	Not Active
09831	B-B1-F-N-U-Z1	09878	A-B-B1-I-U-Z1	09923	Not Active
09832	B-B1-U1-Z1	09879	B-B1-E2-F-H1-I- R-R1-U2-Z1	09924	Not Active
09833	B-B1-U1-Z1	09880	B-B1-E2-F-H1-I- R-R1-U2-Z1	09925	Not Active
09834	B-B1-Z1	09881	B-B1-E2-F-H1-I- R-R1-U2-Z1	09926	Not Active
09835	A-B-B1-Z1	09882	B-B1-E2-E3-F-H1-I- R-R1-U2-Z1	09927	Not Active
09836	A-B-B1-C-F-M-Z1	09883	B-B1-E2-F-H1-R-R1-U2-Z1	09928	Not Active
09837	B-B1-Z1	09884	B-B1-E2-F-H1-R-R1-U2-Z1	09929	Not Active
09838	B-B1-Z1	09885	B-B1-E2-F-H1-R-R1-U2-Z1	09930	Not Active
09839	A-B-B1-U-Z1	09886	B-B1-E2-F-H1-R-R1-U2-Z1	09931	Not Active
09840	Not Active	09887	B-B1-E2-F-H1-R-R1-U2-Z1	09932	Not Active
09841	A-B-B1-Z1	09888	B-B1-E2-F-H1-I- R-R1-U2-Z1	09933	Not Active
09842	A-B-B1-Z1	09889	B-B1-E2-F-H1-I- R-R1-U2-Z1	09934	Not Active
09843	A-B-B1-Z1	09890	B-B1-E2-F-H1-I- R-R1-U2-Z1	09935	Not Active
09844	Not Active	09891	B-B1-E2-F-H1-R-R1-U2-Z1	09936	Not Active
09845	Not Active	09892	A-B-B1-F-I-R-R1-Z1	09937	Not Active
09846	Not Active	09893	B-B1-E2-F-H1-I- R-R1-U2-Z1	09938	Not Active
09847	Not Active	09894	B-B1-E2-E3-F-H1-I- R-R1-U1-Z1	09939	Not Active
09848	Not Active	09895	B-B1-E2-F-H1-R-R1-U2-Z1	09940	Not Active
09849	Not Active	09896	B-B1-E2-E3-F-H1-I- R-R1-U2-Z1	09941	Not Active
09850	Not Active	09897	B-B1-Z1	09942	Not Active
09851	Not Active	09898	B-B1-E2-F-H1-I- R-R1-U2-Z1	09943	Not Active
09852	B-B1-E2-E3-F-H1-I- R-R1-U1-Z1			09944	Not Active
09853	B-B1-E2-F-H1-I- R-R1-U2-Z1			09945	Not Active
09854	B-B1-E2-F-H1-I- R-R1-U2-Z1			09946	Not Active
09855	B-B1-F-H1-I-R-U1-Z1			09947	Not Active
				09948	Not Active
				09949	Not Active
				09950	Not Active
				09951	Not Active
				09952	Not Active
				09953	Not Active
				09954	Not Active
				09955	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09956	Not Active	34014	Not Active	34071	Not Active
09957	Not Active	34015	Not Active	34072	Not Active
09958	Not Active	34016	Not Active	34073	Not Active
09959	Not Active	34017	Not Active	34074	Not Active
09960	Not Active	34018	Not Active	34075	Not Active
09961	Not Active	34019	Not Active	34076	Not Active
09962	Not Active	34020	B-B1-M-N	34077	B-Y
09963	Not Active	34021	B-M-N	34078	Not Active
09964	Not Active	34022	B-B1-D-F-M	34079	Not Active
09965	Not Active	34023	B-B1-M-N	34080	Not Active
09966	Not Active	34024	B-B1-M-N	34081	Not Active
09967	Not Active	34025	B-B1-F-N-U	34082	Not Active
09968	Not Active	34026	Not Active	34083	Not Active
09969	Not Active	34027	Not Active	34084	Not Active
09970	Not Active	34028	Not Active	34085	B-B1-Y
09971	Not Active	34029	Not Active	34086	B
09972	Not Active	34030	B-B1-I-M	34087	Not Active
09973	Not Active	34031	B-B1-M-N	34088	Not Active
09974	Not Active	34032	B-M-N	34089	Not Active
09975	Not Active	34033	B-C-F-M-N	34090	B
09976	Not Active	34034	B-B1-M-N	34091	B
09977	Not Active	34035	B-B1-H-M-N	34092	B
09978	Not Active	34036	B-M-N	34093	B
09979	Not Active	34037	B-B1-C-F-H-I-M-N	34094	Not Active
09980	Not Active	34038	B-B1-I-M-N	34095	B
09981	Not Active	34039	B	34096	Not Active
09982	Not Active	34040	B	34097	Not Active
09983	Not Active	34041	B-B1-M-N-U	34098	B
09984	Not Active	34042	B-B1-D-F-M	34099	B
09985	Not Active	34043	Not Active	96201	A-B
09986	Not Active	34044	B-N	96202	Not Active
09987	Not Active	34045	B-B1-I-N	96203	A-B
09988	Not Active	34046	Not Active	96204	A-B-B1
09989	Not Active	34047	Not Active	96205	A-B-B1-U
09990	Not Active	34048	Not Active	96206	A-B-B1-U
09991	Not Active	34049	Not Active	96207	A-B-B1
09992	Not Active	34050	B	96208	A-B-B1-U
09993	Not Active	34051	B	96209	Not Active
09994	Not Active	34052	Not Active	96210	Not Active
09995	Not Active	34053	B	96211	Not Active
09996	Not Active	34054	Not Active	96212	A-B-B1-U
09997	Not Active	34055	B-N	96213	Not Active
09998	Not Active	34056	Not Active	96214	A-B-B1-U
09999	Not Active	34057	Not Active	96215	A-B-B1-U
34001	B-B1-U	34058	B-B1	96216	Not Active
34002	B-B1-U	34059	Not Active	96217	A-B-B1-U
34003	B-B1-U	34060	Not Active	96218	A-B-B1-U
34004	B-B1-U	34061	B-B1-U	96219	A-B-B1-U
34005	B-B1-U	34062	Not Active	96220	A-B-B1-U
34006	B-B1	34063	Not Active	96221	A-B-B1-U
34007	Not Active	34064	Not Active	96222	Not Active
34008	Not Active	34065	Not Active	96223	Not Active
34009	B-B1	34066	Not Active	96224	A-B-B1-U
34010	Not Active	34067	Not Active	96225	Not Active
34011	B-B1	34068	Not Active	96226	Not Active
34012	B-B1-U	34069	Not Active	96227	Not Active
34013	Not Active	34070	Not Active	96228	Not Active



<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>
96229	Not Active	96286	Not Active	96344	Not Active
96230	Not Active	96287	Not Active	96345	Not Active
96231	Not Active	96288	Not Active	96346	Not Active
96232	Not Active	96289	Not Active	96347	B-B1-M-W
96233	Not Active	96290	Not Active	96348	B-B1-M-W
96234	Not Active	96291	Not Active	96349	B-B1-M-W
96235	Not Active	96292	Not Active	96350	B-B1-M-W
96236	Not Active	96293	Not Active	96351	Not Active
96237	Not Active	96294	Not Active	96352	Not Active
96238	Not Active	96295	Not Active	96353	Not Active
96239	Not Active	96296	Not Active	96354	Not Active
96240	Not Active	96297	A-B-B1-U	96355	Not Active
96241	Not Active	96298	Not Active	96356	Not Active
96242	Not Active	96299	Not Active	96357	Not Active
96243	Not Active	96301	Not Active	96358	Not Active
96244	Not Active	96302	Not Active	96359	Not Active
96245	Not Active	96303	Not Active	96360	Not Active
96246	Not Active	96304	Not Active	96361	Not Active
96247	Not Active	96305	Not Active	96362	B-B1-M-W
96248	Not Active	96306	B-B1-M-W	96363	Not Active
96249	Not Active	96307	Not Active	96364	B-B1-L-M-W
96250	Not Active	96308	Not Active	96365	B-B1-M-W
96251	A-B-B1-U	96309	B-B1-M-W	96366	Not Active
96252	Not Active	96310	B-B1-M-W	96367	B-B1-L-M-W
96253	Not Active	96311	Not Active	96368	B-B1-M-W
96254	Not Active	96312	Not Active	96369	Not Active
96255	Not Active	96313	B-B1-M-W	96370	B-B1-M-W
96256	Not Active	96314	Not Active	96371	Not Active
96257	A-B-B1-U	96315	Not Active	96372	B-B1-M-W
96258	A-B-B1-U	96316	Not Active	96373	B-B1-M-W
96259	A-B-B1-U	96317	Not Active	96374	B-B1-M-W
96260	A-B-B1-U	96318	Not Active	96375	B-B1-M-W
96261	Not Active	96319	B-B1-M-W	96376	B-B1-M-W
96262	A-B-B1-U	96320	Not Active	96377	B-B1-M-W
96263	Not Active	96321	B-B1-M-W	96378	B-B1-M-W
96264	A-B-B1-U	96322	B-B1-M-W	96379	B-B1-M-W
96265	Not Active	96323	B-B1-M-W	96380	Not Active
96266	A-B-B1-U	96324	Not Active	96381	Not Active
96267	A-B-B1-U	96325	B-B1-M-W	96382	Not Active
96268	Not Active	96326	B-B1-M-W	96383	Not Active
96269	A-B-B1-U	96327	Not Active	96384	B-B1-M-W
96270	Not Active	96328	B-B1-M-W	96385	B-B1-Y
96271	A-B-B1-U	96329	Not Active	96386	B-B1-M-W
96272	Not Active	96330	B-B1-M-W	96387	B-B1-M-W
96273	Not Active	96331	Not Active	96388	B-B1-M-W
96274	Not Active	96332	Not Active	96389	Not Active
96275	A-B-B1	96333	Not Active	96390	Not Active
96276	A-B-B1	96334	Not Active	96391	Not Active
96277	Not Active	96335	Not Active	96392	Not Active
96278	A-B-B1-U	96336	B-B1-M-W	96393	Not Active
96279	Not Active	96337	B-B1-M-W	96394	Not Active
96280	Not Active	96338	B-B1-M-W	96395	Not Active
96281	Not Active	96339	B-B1-M-W	96396	Not Active
96282	Not Active	96340	Not Active	96397	Not Active
96283	A-B-B1-U	96341	Not Active	96398	Not Active
96284	A-B-B1-U	96342	Not Active	96399	Not Active
96285	Not Active	96343	B-B1-M-W	96401	Not Active

<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>	<b>APO/ FPO</b>	<b>See Restrictions</b>
96402	Not Active	96459	Not Active	96517	B-B1-F-U3
96403	Not Active	96460	Not Active	96518	B-B1
96404	Not Active	96461	Not Active	96519	Not Active
96405	Not Active	96462	Not Active	96520	B-F-U3
96406	Not Active	96463	Not Active	96521	B-F
96407	Not Active	96464	Not Active	96522	B-F-U
96408	Not Active	96465	Not Active	96523	Not Active
96409	Not Active	96466	Not Active	96524	Not Active
96410	Not Active	96467	Not Active	96525	Not Active
96411	Not Active	96468	Not Active	96526	Not Active
96412	Not Active	96469	Not Active	96527	Not Active
96413	Not Active	96470	Not Active	96528	Not Active
96414	Not Active	96471	Not Active	96529	Not Active
96415	Not Active	96472	Not Active	96530	A-B-B1-H-M-N-U
96416	Not Active	96473	Not Active	96531	B-B1-H-M
96417	Not Active	96474	Not Active	96532	Not Active
96418	Not Active	96475	Not Active	96533	Not Active
96419	Not Active	96476	Not Active	96534	A-B-F
96420	Not Active	96477	Not Active	96535	A-B-B1-F
96421	Not Active	96478	Not Active	96536	B-B1
96422	Not Active	96479	Not Active	96537	B-B1
96423	Not Active	96480	Not Active	96538	B-B1
96424	Not Active	96481	Not Active	96539	Not Active
96425	Not Active	96482	Not Active	96540	B-B1
96426	Not Active	96483	Not Active	96541	B-B1
96427	Not Active	96484	Not Active	96542	B-B1
96428	Not Active	96485	Not Active	96543	B-B1-P
96429	Not Active	96486	Not Active	96544	Not Active
96430	Not Active	96487	Not Active	96545	A-B-B1-H-I-M-N-U
96431	Not Active	96488	Not Active	96546	B-F-U3
96432	Not Active	96489	Not Active	96547	B-F-U3
96433	Not Active	96490	Not Active	96548	A-B-B1-H-M-U
96434	Not Active	96491	Not Active	96549	A-B-B1-H-M-U
96435	Not Active	96492	Not Active	96550	Not Active
96436	Not Active	96493	Not Active	96551	A-B-B1-H-M-U
96437	Not Active	96494	Not Active	96552	A-B-B1-H-M-U
96438	Not Active	96495	Not Active	96553	A-B-B1-H-I-M-N-U
96439	Not Active	96496	Not Active	96554	A-B-B1-H-M-U
96440	B-B1-F	96497	Not Active	96555	B-B1-F-M
96441	Not Active	96498	Not Active	96556	B
96442	Not Active	96499	Not Active	96557	B-B1-F-M
96443	Not Active	96501	Not Active	96558	B
96444	Not Active	96502	Not Active	96559	Not Active
96445	Not Active	96503	Not Active	96560	Not Active
96446	Not Active	96504	Not Active	96561	Not Active
96447	Not Active	96505	B	96562	Not Active
96448	Not Active	96506	B	96563	Not Active
96449	Not Active	96507	Not Active	96564	Not Active
96450	Not Active	96508	B	96565	Not Active
96451	Not Active	96509	Not Active	96566	Not Active
96452	Not Active	96510	Not Active	96567	Not Active
96453	Not Active	96511	B-B1-I-N	96568	Not Active
96454	Not Active	96512	Not Active	96569	Not Active
96455	Not Active	96513	Not Active	96570	Not Active
96456	Not Active	96514	Not Active	96571	Not Active
96457	Not Active	96515	B-B1-F	96572	Not Active
96458	Not Active	96516	B	96573	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96574	Not Active	96619	Not Active	96661	B
96575	Not Active	96621	B	96662	B
96576	Not Active	96622	B	96663	B
96577	Not Active	96623	B	96664	B
96578	Not Active	96624	B	96665	B
96579	Not Active	96625	B	96666	B
96580	A-B-B1-H-I-M-N-U	96626	Not Active	96667	B
96581	Not Active	96627	B	96668	B
96582	Not Active	96628	B	96669	B
96583	Not Active	96629	B	96670	B
96584	Not Active	96630	Not Active	96671	B
96585	Not Active	96631	Not Active	96672	B
96586	Not Active	96632	Not Active	96673	B
96587	Not Active	96633	Not Active	96674	B
96588	Not Active	96634	B	96675	B
96589	Not Active	96635	B	96676	B
96590	Not Active	96636	Not Active	96677	B
96591	Not Active	96637	Not Active	96678	B
96592	Not Active	96638	Not Active	96679	B
96593	Not Active	96639	Not Active	96680	Not Active
96594	A-B-B1-H-I-M-N-U	96640	Not Active	96681	B
96595	B-B1	96641	Not Active	96682	B
96596	A-B-B1-H-I-M-N-U	96642	Not Active	96683	B
96597	A-B-B1-H-I-M-N-U	96643	B	96684	B
96598	B	96644	Not Active	96685	Not Active
96599	B	96645	Not Active	96686	B
96601	B	96646	Not Active	96687	B
96602	B	96647	Not Active	96688	Not Active
96603	B	96648	Not Active	96689	Not Active
96604	B	96649	Not Active	96690	Not Active
96605	B-O	96650	Not Active	96691	Not Active
96606	B	96651	Not Active	96692	Not Active
96607	B	96652	Not Active	96693	Not Active
96608	B	96653	Not Active	96694	Not Active
96609	B	96654	Not Active	96695	Not Active
96610	B	96655	Not Active	96696	Not Active
96611	B	96656	Not Active	96697	B
96612	B	96657	B	96698	B
96613	Not Active	96658	Not Active	96699	Not Active
96614	Not Active	96659	Not Active		
96615	Not Active	96660	B		
96616	Not Active				
96617	Not Active				
96618	B				

## RESTRICTIONS

## LEGEND

Form 2976, *Customs* — CN22Form 2976-A, *Customs Declaration and Dispatch Note*

AAFES	= Army and Air Force Exchange Service
APO	= Army/Air Force Post Office
Box R	= Retired military personnel
FPO	= Fleet Post Office
DMM	= <i>Domestic Mail Manual</i>
MOM	= Military Ordinary Mail
MPO	= Military Post Office
PAL	= Parcel Airlift
PSC	= Postal Service Center
SAM	= Space Available Mail
USDA	= United States Department of Agriculture

Note: Mail order catalogs are prohibited as SAM or PAL mail.

**A.** Securities, currency, or precious metals in their raw, unmanufactured state are prohibited. Official shipments are exempt from this restriction.

**B.** Form 2976-A is required for all mail weighing 16 ounces or more. **Exceptions:** Prepaid mail from contractors addressed to a military organizations for official use need not bear a customs declaration, but must be endorsed "Contents for Official Use-Exempt from Customs Requirement." Official mail from government agencies does not require a customs declaration or exemption endorsement. Known Mailers may use either Form 2976-A on each item or Form 2976 (or facsimile) with a mail manifest in conjunction with a packing list. Form 2976 must state "packing list enclosed." The packing list must include a description of the items, the dollar values of the items, and the complete address including the PSC box number and APO/FPO ZIP Code of the addressee, the date of mailing, the insurance registry number, if applicable, and the serial number of any item over \$25 in value and any electrical item over \$15 in value. The packing list should be enclosed in the parcel or attached to the outside of the parcel. The mail manifest which itemizes all parcels that a Known Mailer deposits will be given to Postal Official at Business Mail Acceptance Unit. Form 2976 may be used if the mailer does not wish to list the contents on the wrapper or in any case if the value exceeds \$400. Affix only the upper portion of the label on the package. A completed Form 2976-A (listing the contents and value in US dollars) must be enclosed in the package.

**B1.** Form 2976 or 2976-A is required. Articles are liable for customs duty and/or purchase tax unless they are bona fide gifts intended for use by military personnel or their dependents. When the contents of a parcel meet these requirements, the mailer must endorse the customs form, "Certified to be a bona fide gift, personal effects, or items for personal use of military personnel and dependents," under the heading, Description of Contents. **Exceptions:** All other exceptions listed in restriction B above are applicable to this restriction.

**C.** Cigarettes and other tobacco products are prohibited.

**C1.** Obscene articles, prints, paintings, cards, films, videotapes, etc., and horror comics and matrices are prohibited.

**D.** Coffee is prohibited.

**E1.** Medicines or vaccines not conforming to French laws are prohibited.

**E2.** Any matter containing religious materials contrary to Islamic faith or depicting nude or seminude persons, pornographic or sexual items, or nonauthorized political materials is prohibited.

**E3.** Radio transceivers, cordless telephones, global positioning systems, scanners, base stations, and hand-held transmitters are prohibited.

**F.** Firearms of any type are prohibited in all classes of mail. See definitions of firearms in DMM C022.1.1. This restriction does not apply to firearms mailed to or by official U.S. government agencies.

**F1.** Privately owned weapons addressed to an individual are prohibited in any class of mail.

**F2.** Importation of firearms is restricted to one shotgun and one single shot .22 caliber rifle per individual.

**G.** Only First-Class letters, second- and third-class mail are authorized.

**H.** Meats, including preserved meats, whether hermetically sealed or not, are prohibited.

**H1.** Pork or pork by-products are prohibited.

**I.** Mail of all classes must fit in a mail sack. Mail may not exceed the following dimensions:

Length	
42" . . . . .	72" length and girth combined
over 42" to 44" . . . . .	24" girth
over 44" to 46" . . . . .	20" girth
over 46" to 48" . . . . .	16" girth
Maximum length	48"

This restriction does not apply to registered mail and official government mail marked MOM.

**I1.** This restriction does not apply to registered mail.

**I2.** This restriction does not apply to official government mail marked MOM.

**K.** Mail that includes in the address the words, "Dependent Mail Section," may consist only of letter mail, newspapers, magazines, and books. No parcel of any class containing any other matter may be mailed to the Dependent Mail section. This restriction does not apply if the address does not include the words "Dependent Mail Section."

**L.** All official mail is prohibited.

**M.** Fruits, animals, and living plants are prohibited.

**N.** Registered mail is prohibited.

**O.** Personal mail addressed to vessels using this number is limited to unregistered First-Class Mail and certified mail. Other classes of mail are prohibited.

**P.** APO is used for the receipt and dispatch of official mail only.

**Q.** Mail may not exceed 66 pounds, and size is limited to 42 inches maximum length and 72 inches maximum length and girth combined.

**R.** All alcoholic beverages, including those mailable under DMM C021, are prohibited.

**R1.** Materials used in the production of alcoholic beverages (i.e., distilling material, hops, malts, yeast, etc.) are prohibited.

**T.** Mailings of case lots of food and supplemental household shipments must be approved by the sender's parent agency prior to mailing.

**U.** Parcels must weigh less than 16 ounces when addressed to Box R. This restriction does not apply to mail endorsed "Free Matter for the Blind or Handicapped."

**U1.** Mail is limited to First-Class Mail weighing 11 ounces or less when addressed to Box R. This restriction does not apply to mail endorsed "Free Matter for the Blind or Handicapped." Videotapes are prohibited when addressed to Box R, regardless of weight.

**U2.** Mail is limited to First-Class letters only when addressed to Box R.

**U3.** Mail is limited to First-Class correspondence (including voice and video cassettes), newspapers, magazines, photographs, not exceeding 16 ounces, when addressed to Box R.

**W.** Meat products, such as dried beef, salami, and sausage, may be mailed, provided they remain in their original, hermetically sealed packages and bear USDA certification. Other meats, bones, skin, hair, feathers, horns or hoofs of hoofed animals, wool samples, tobacco leaves, including chewing and pipe tobacco, snuff, cigars, and cigarettes, or obscene material, including obscene drawings, photographs, films, and carvings, are prohibited. Exception: 200 grams of tobacco per parcel are permitted duty free.

**X.** Personal mail is limited to First-Class Mail (to include audio cassettes and voice tapes) weighing 11 ounces or less. This limitation does not apply to official mail.

**Y.** Mail is limited to First-Class and Priority Mail only. All second-class, third-class, and fourth-class mail (including SAM and PAL) are not authorized. This restriction also applies to official mail.

**Z.** No outside pieces (OSPs).

**Z1.** The Anti-Pilferage Seal (Item No O818-A) is required on all pouches and sacks.

—International and Military Mail Operations,  
International Business Unit, 8-28-97

## Finance

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### Accounting for Claim for Loss

Effective Postal Quarter I, September 13, 1997, the following change will be placed into effect regarding accounting for the claims for loss process.

At the present time all adjudicated claims for loss are recorded on the Statement of Account in AIC 633, Claim for Cash Loss. These amounts are currently reflected on the PSFR as a servicewide expense. Effective September 13, 1997, all amounts recorded in AIC 633 will be shown as an

increase to line 44 on the PSFR as an expense to the postmaster's finance number.

Amounts recorded in AIC 180, Recovered Claim for Loss, will be reflected as a decrease to line 44 on the PSFR. These amounts will reduce the expense.

—Corporate Accounting, Finance, 8-28-97

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### Accountbooks and Statement of Accounts for Fiscal Year 1998

The material distribution centers (MDCs) made an automatic distribution of accountbooks and statements of account (August 1996 edition dates) for postal fiscal year (PFY) 1998. These forms were distributed to the *district offices only* and should be distributed to the field no later than August 30, 1997. If an office does not receive its forms by this date, contact the servicing district accounting office, **not the MDCs**. Because of the omission of certain Account Identifier Codes (AICs) and the proper allocation of space for some entries, these forms are somewhat inconvenient to use; however, these forms are only temporary. They will be revised, reprinted, and redistributed in early FY98. A *Postal Bulletin* article will be issued announcing the effective dates of the revised forms and any necessary ordering procedures.

The following specific instructions **must be used** with the August 1996 editions. If your office frequently uses AICs that are not on the forms (including AICs 130, 096, 095, etc.) please write them in. AIC 158 must not be used until offices are advised to use it. Only one copy of PS Form 1551-G is contained in the accountbook package (the quantity will be increased in the next printing). Post offices that sell directly from the main stock may need to make additional copies of this form for use during the fiscal year. PS Form 1551-G is not available from the MDCs; instead, the form on page 39 of this *Postal Bulletin* must be reproduced locally as needed.

An accountbook consists of PS Form 1551 banded or shrinkwrapped as a set. Each CAG office that maintains the accountbook should have received one set. The statement

of account PS Form 1555 is shrinkwrapped in sets of 16. All CAG A through G offices that prepare a statement of account for each accounting period should have received three sets to accommodate their reporting for the year. All CAG H through L offices that prepare a statement of account quarterly should have received one set.

If additional forms must be ordered after the automatic shipment, do not order more forms than needed. Customer service district offices requiring additional forms may either fax their PS Form 7380, *MDC Supply Requisition*, to the number listed below or submit the hard copy to the MDC at the address below:

MATERIAL DISTRIBUTION CENTER  
ATTN SUPPLY REQUISITIONS  
500 SW MONTARA PKY  
TOPEKA KS 66624-9602  
FAX: 785-861-2939

**Note:** When placing orders, do not include offices under SFAP. Post offices should not request these forms from their MDC. These forms are distributed to customers service district offices only.

—Corporate Accounting, Finance, 8-28-97

## FirstClass Phonecard™ Item Numbers

Effective August 1, 1997, these numbers should be used only for ordering vending cards from the FCPC custodian, and for input into the VARS system. **These are not the order numbers for American Express.**

FirstClass Phonecard™ designs will be added and deleted periodically; updates will be published in the *Postal Bulletin*.

Item Number	Design	Denomination
0104T	Cardinal in the Snow	\$10
0104S	Family by Fireplace	\$20
0108S	Wonders of the Sea	\$20
0108T	Wonders of Sea	\$10
0110T	Space Fantasy	\$10
0110S	Space Fantasy	\$20
0111T	Puppy & Kitten	\$10
0112S	Brontosaurus	\$20
0113T	Pteranodon	\$10
0114T	T-Rex	\$10
0115S	Hyacinth	\$20
0116T	Daffodil	\$10
0117T	Tulip	\$10
0123T	Patriotic	\$10
0121T	Fishing Boat	\$10

—Non-Traditional Consumers, New Business, 8-28-97

**PART TEN - DAILY STAMP STOCK RECORD (See Handbook F-1, 415.4)**

Type of Stock ( <i>Check One</i> ) <input type="checkbox"/> Bird <input type="checkbox"/> Postage				Type of Stock ( <i>Check One</i> ) <input type="checkbox"/> Bird <input type="checkbox"/> Postage				Type of Stock ( <i>Check One</i> ) <input type="checkbox"/> Bird <input type="checkbox"/> Postage			
Balance Forwarded _____			\$	Balance Forwarded _____			\$	Balance Forwarded _____			\$
Mo. & Day	Dollar Value			Mo. & Day	Dollar Value			Mo. & Day	Dollar Value		
	Increase	Decrease	Balance		Increase	Decrease	Balance		Increase	Decrease	Balance

## *Fraud Alert*

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*ALL PERSONNEL PROCESSING MAIL FOR DISPATCH ABROAD*

### **Foreign Order No. 401**

Keep all foreign order notices for use as reference.

#### **Final Orders**

The Tentative Decision and Order issued against the following has become final:

##### *Australia*

ALA  
POST OFFICE BOX 886  
AUBURN NEW SOUTH WALES 2144  
AUSTRALIA

ALA  
POST OFFICE BOX 1087  
AUBURN NSW 2144  
AUSTRALIA

ALA INTERNATIONAL  
GPO BOX 2574  
BRISBANE QUEENSLAND 4001  
AUSTRALIA

ALA  
PO BOX 122  
GRANVILLE NEW SOUTH WALES 2142  
AUSTRALIA

INTERNATIONAL PURCHASE SERVICES PTY LTD  
ACN 066 365 768  
PO BOX 148  
WURTULLA QUEENSLAND 4575  
AUSTRALIA

##### *Canada*

THE CROWN MANAGEMENT GROUP  
PO BOX 45023  
OCEAN PARK RPO  
SURREY BC V4A 9L1  
CANADA

CASH AWARD CENTER  
PO BOX 95090  
STN S VAN DEL CTR  
VANCOUVER BC V6P 6W1  
CANADA

GUARANTEED WINNING NUMBER LIST PROCESSING  
SELECTION  
NO 95078  
8726 BARNARD STREET  
VANCOUVER BC V6P 6X5  
CANADA

##### *Germany*

CLIENT SERVICES DIVISION  
ATTN MRS I PETERS  
LACHEMERDORFSTRASSE 13 A  
31840 HESSISCH OLDENDORF  
GERMANY

Do not dispatch any mail to the above. Place the mailpieces in a pouch endorsed "Foreign Order Mail" and send them to:

POSTMASTER  
CLAIMS INQUIRY AND UNDELIVERABLE MAIL  
JAMES A FARLEY BLDG RM 2029A  
NEW YORK NY 10199-9543

Do not place any endorsement on the mailpieces themselves. Personnel may post this notice at the outgoing primary. They must post it on the Foreign Order Board at all processing and distribution plants, designated international exchange offices, and customer service plants.

—*Judicial Officer, 8-28-97*



**Domestic Orders**

False representation is enforced by the postmaster at the city listed below:

State/City	Names Covered	Product
FL, Miami 33165-6114	Various Names Other Than Richard H. Wertz, 10905 SW 48th Street	A rebate scheme.
NJ, Bloomfield 07003-1012	U.S. National Marketing, P.O. Box 1012 and at	Work-at-home scheme.
NJ, Bloomfield 07003-1294	P.O. Box 1294	

—Judicial Officer, 8-28-97

**Withholding of Mail Orders**

Withholding of mail orders is enforced by postmasters at the cities listed below:

State/City	Names Covered
CA, Belmont 94002-3507	Dennis Taylor, Ruth Sweet, Michael Zafeerano, 1059 Alameda
CA, Beverly Hills 90212-1671	Any And All Names, 9903 Santa Monica Blvd., #136
CA, Cathedral City 92235-1971	Any And All Names Other Than Mario Buchdid or Shannon Buchdid, P.O. Box 1971
CA, Modesto 95356-0712	Any And All Various Names Other Than Cheadle, 1908 Rodeo Circle
DE, Wilmington 19803-2908	The Surnames Langford and Brereton, 2207 Concord Pike Number 206
NM, Albuquerque 87110-6726	American Capital, 1208 San Pedro Drive NE, Suite 170

—Judicial Officer, 8-28-97

## Missing U.S. Money Order Forms

### Do Not Cash

To be posted and used by retail window employees. As directed, destroy previous notices. All interim notices should be destroyed when the numbers listed appear in the *Postal Bulletin*. The actual serial numbers consist of the first 10 digits on the money orders. Check for altered dollar amounts by holding money orders to the light.

The *Postal Bulletin* is available on the World Wide Web on the U.S. Postal Service home page at <http://www.usps.gov>. To access a *Postal Bulletin*, go to

"The Business Section," then to "Business Publications," and then to "The Postal Bulletin."

The *Postal Bulletin* is also available on the Postal Service Internal Home Page under "Access Corporate Policies & Procedures," then "Postal Bulletin."

Back issues through *Postal Bulletin* 21883A (1-1-95) are available for downloading, as are the 1995 and 1996 annual indexes. Once downloaded, the *Postal Bulletin*, including all forms and posters, may be read and printed.

<b>210 221 0548 to</b>	390 545 5974 to	5999	404 726 4500 to	4599	418 962 2848 to	2899
<b>210 221 0599</b>	391 104 6146 to	6199	404 961 5001 to	5199	419 543 0286 to	0299
<b>273 775 7700 to</b>	391 574 1466 to	1499	405 325 0188 to	0198	419 730 0300 to	0399
<b>273 775 7899</b>	391 783 3020 to	3599	406 009 4587 to	4599	<b>420 277 0015 to</b>	<b>0049</b>
<b>302 000 0000 to</b>	391 792 6100 to	6199	406 260 6830 to	6899	420 599 0734 to	0798
<b>302 123 9999</b>	392 668 2956 to	2999	406 459 6641 to	6999	420 661 4115 to	4199
<b>349 746 2056 to</b>	392 854 8500 to	8899	406 733 3000 to	3999	420 758 9500 to	9699
<b>2099</b>	392 854 8500 to	8899	407 545 1557 to	1599	420 969 3951 to	3971
<b>350 518 7350 to</b>	393 584 7566 to	7699	407 594 0412 to	0599	420 969 3973 to	3999
<b>7374</b>	393 650 0074 to	0099	407 692 9100 to	9299	421 116 3565 to	3599
<b>360 011 1690 to</b>	393 838 8316 to	8499	407 959 2190 to	2199	421 130 9300 to	9399
<b>1699</b>	393 893 6007 to	6099	408 265 2275 to	2288	421 313 4500 to	4999
360 168 6008 to	394 126 6907 to	6999	408 499 7700 to	7799	421 364 5537 to	5599
360 173 8800 to	394 189 0405 to	0599	408 499 7900 to	7999	421 656 2609 to	2699
362 861 3064 to	394 822 3243 to	3278	408 682 8484 to	8599	421 988 9700 to	9799
362 861 3064 to	394 990 1810 to	1899	408 698 7015 to	7099	422 172 4667 to	4699
362 861 3064 to	395 343 3264 to	3299	409 072 3941 to	3999	422 484 4212 to	4299
<b>373 006 2176 to</b>	395 373 3035 to	3099	<b>410 491 2311 to</b>	<b>2399</b>	422 556 1270 to	1299
<b>2199</b>	395 396 9649 to	9799	410 694 8400 to	8599	422 587 7024 to	7099
374 768 2600 to	395 970 3240 to	3299	410 775 1500 to	1599	422 819 7533 to	7599
375 169 4400 to	397 622 4054 to	4099	410 795 7927 to	7999	422 842 5073 to	5087
375 169 4400 to	397 819 8902 to	8999	410 867 0917 to	0966	422 907 7563 to	7599
375 829 3400 to	398 149 7200 to	7699	410 867 0970 to	0999	424 500 6050 to	6099
375 851 9100 to	399 070 0872 to	0899	411 868 1023 to	1199	424 641 8500 to	8599
376 196 0911 to	399 156 7119 to	7199	411 922 2322 to	2399	424 871 6600 to	6699
376 196 0911 to	399 203 5064 to	5099	412 193 0900 to	0999	425 298 2352 to	2399
378 085 3679 to	399 296 9910 to	9999	412 395 8599 to	8699	425 418 4269 to	4299
378 085 3679 to	399 396 8935 to	8999	412 485 6500 to	6599	425 418 4405 to	4499
378 351 1063 to	399 792 7775 to	7799	412 485 6610 to	6699	426 547 4566 to	4599
378 351 1063 to	399 792 8300 to	8399	412 885 5953 to	5999	427 412 6337 to	6499
379 843 5100 to	<b>400 427 1051 to</b>	<b>1999</b>	414 193 3608 to	3674	427 481 0900 to	0999
379 843 5100 to	401 045 1505 to	1549	414 193 3677 to	3699	428 027 2742 to	2752
<b>380 093 9600 to</b>	401 045 1571 to	1599	414 411 7348 to	7399	429 474 4172 to	4199
<b>9699</b>	401 294 2700 to	2799	414 640 0757 to	0799	429 889 2900 to	2999
380 165 1165 to	401 310 9505 to	9599	414 965 1727 to	1799	<b>430 150 4401 to</b>	<b>4599</b>
381 325 4500 to	401 382 5312 to	5399	417 302 8104 to	8199	430 172 9800 to	9899
381 325 4500 to	402 578 7876 to	7899	417 387 6532 to	6599	430 177 1900 to	2099
381 604 2510 to	403 125 6744 to	6799	417 496 6800 to	6999	430 444 9500 to	9699
381 604 2510 to	403 260 7000 to	7499	417 871 9250 to	9299	430 664 4070 to	4099
381 645 9525 to	403 280 6470 to	6499	417 930 9533 to	9599	432 168 8419 to	8499
381 645 9525 to	403 685 8600 to	8699	418 164 6500 to	6799	432 708 6800 to	6999
383 314 3968 to	404 003 0300 to	0399	418 423 9863 to	9899	432 744 1544 to	1599
383 314 3968 to	404 041 8838 to	8899	418 633 5922 to	5999	432 995 9775 to	9799
383 892 1000 to	404 071 4268 to	4299	418 719 8520 to	8599	433 003 5800 to	5899
383 892 1000 to	404 347 5356 to	5399	418 744 2235 to	2299	433 757 3047 to	3099
383 892 1382 to	404 347 5548 to	5599				
384 925 3641 to						
384 925 3641 to						
385 568 2331 to						
385 568 2331 to						
385 599 7554 to						
385 599 7554 to						
385 774 2024 to						
385 774 2024 to						
386 624 1412 to						
386 624 1412 to						
386 883 8936 to						
386 883 8936 to						
387 314 5574 to						
387 314 5574 to						
387 837 6300 to						
387 837 6300 to						
388 828 0656 to						
388 828 0656 to						
389 696 2400 to						
389 696 2400 to						
389 846 3104 to						
389 846 3104 to						
389 846 3145 to						
389 846 3145 to						
389 887 9211 to						
389 887 9211 to						
389 887 9234 to						
389 887 9234 to						
<b>390 001 3182 to</b>						
<b>3199</b>						
390 001 3500 to						
390 001 3500 to						

433 765 4003	to	4099	457 333 2686	to	2699	474 949 3366	to	3399	<b>490 669 5850</b>	<b>to</b>	<b>6099</b>
434 482 7060	to	7199	457 729 1767	to	1777	475 134 9362	to	9399	490 717 7080	to	7099
434 513 2386	to	2399	457 937 8615	to	8699	475 167 9667	to	9699	490 721 6000	to	6099
434 968 3076	to	3092	458 028 9810	to	9899	475 319 3415	to	3499	490 793 1500	to	2099
435 303 1831	to	1842	458 057 2712	to	2999	475 319 3649	to	3799	490 886 8171	to	8199
435 303 1986	to	1999	458 069 9537	to	9599	475 340 6400	to	6599	490 977 9221	to	9240
435 666 6092	to	6399	458 069 9665	to	9699	475 424 8410	to	8499	491 258 8100	to	9099
436 082 6400	to	6899	458 337 5222	to	5299	475 629 9156	to	9199	491 567 1376	to	1399
436 160 6441	to	6499	458 354 7653	to	7999	475 850 6101	to	6199	492 254 4800	to	4899
437 316 7115	to	7199	458 671 8678	to	8699	475 875 2500	to	2599	492 283 5100	to	5199
437 427 0500	to	3499	458 671 8721	to	8798	476 169 8264	to	8299	492 610 6813	to	6899
439 179 2300	to	2399	458 847 5044	to	5999	476 189 3000	to	3499	493 394 5568	to	5599
439 310 0458	to	0499	459 274 7624	to	7699	476 331 2480	to	2499	493 470 2562	to	2599
<b>440 698 1947</b>	<b>to</b>	<b>1999</b>	459 365 5432	to	5499	477 289 8601	to	8699	493 473 7700	to	7799
440 858 6300	to	6399	459 378 5764	to	5799	477 681 5206	to	5299	493 716 2153	to	2199
440 858 6420	to	7299	459 472 4816	to	4999	478 010 4243	to	4268	494 206 2972	to	2999
441 199 1655	to	1699	<b>460 349 6878</b>	<b>to</b>	<b>6899</b>	478 010 4270	to	4291	494 217 3446	to	3999
443 127 3648	to	3699	460 550 1909	to	1999	478 450 5071	to	5099	494 224 0500	to	0599
443 127 4000	to	4099	460 997 5234	to	5299	478 469 7838	to	7858	495 145 0600	to	0699
443 673 7900	to	7999	461 973 6443	to	6499	478 469 7883	to	7899	496 209 7425	to	7499
443 800 9335	to	9399	462 152 0107	to	0299	479 280 9800	to	9899	496 213 8728	to	8799
444 382 8822	to	8899	462 274 1072	to	1099	479 365 9116	to	9176	496 474 5226	to	5248
444 390 1667	to	1699	462 277 8373	to	8399	479 412 9900	to	9999	497 053 8517	to	8699
444 457 3854	to	3899	463 011 5529	to	5540	479 667 6190	to	6199	497 854 8673	to	8699
<b>450 048 4173</b>	<b>to</b>	<b>4199</b>	463 176 4115	to	4199	479 748 9680	to	9699	498 449 8888	to	8899
450 048 4442	to	4699	463 176 4229	to	4299	479 860 7000	to	7199	498 929 8285	to	8499
450 560 5173	to	5199	463 185 2600	to	2799	<b>480 526 2000</b>	<b>to</b>	<b>2099</b>	498 936 5310	to	5399
450 620 3077	to	3099	463 227 7711	to	7799	480 640 6330	to	6399	499 016 5425	to	5499
450 620 3135	to	3199	463 414 4869	to	4899	480 689 5100	to	5199	499 440 8575	to	8899
450 780 2716	to	2799	463 808 3484	to	3499	481 072 9463	to	9499	499 731 6717	to	6799
450 801 2700	to	2799	463 945 7400	to	7899	481 673 0074	to	0095	<b>500 064 1858</b>	<b>to</b>	<b>1869</b>
451 109 2967	to	2984	464 629 9000	to	9399	482 527 1500	to	1599	500 070 5725	to	7799
451 115 4110	to	4125	464 711 4332	to	4399	482 541 5255	to	5299	<b>600 645 3223</b>	<b>to</b>	<b>3299</b>
451 115 4127	to	4199	465 692 3963	to	3999	482 729 6800	to	6899	601 339 1200	to	1399
452 265 0074	to	0099	465 698 8300	to	8599	483 363 7207	to	7299	601 661 7700	to	7799
452 265 0246	to	0299	465 743 7745	to	7799	483 402 2356	to	2399	601 682 5343	to	5399
452 265 0335	to	0999	466 798 6056	to	6067	483 486 5100	to	5199	601 928 1600	to	1699
452 509 1169	to	1199	467 147 4300	to	4399	483 632 1521	to	1599	602 512 2972	to	2999
452 855 6471	to	6499	468 079 5782	to	5799	483 632 2600	to	2799	602 555 2400	to	2799
452 890 4679	to	4799	469 067 2817	to	2899	483 849 1615	to	1699	602 829 7061	to	7099
452 900 8215	to	8238	469 127 8000	to	8199	484 174 4803	to	5299	603 483 9572	to	9599
453 117 9146	to	9199	469 213 0359	to	0399	484 323 8900	to	9199	603 490 7200	to	7299
453 334 3631	to	3699	469 213 0500	to	0599	484 680 5000	to	5038	603 678 7100	to	7199
453 603 7841	to	7891	469 561 8011	to	8099	484 680 5040	to	5074	603 678 7662	to	7699
453 650 1140	to	1199	469 658 1961	to	1999	484 680 5077	to	5099	603 678 7902	to	7999
453 741 1300	to	1399	469 666 9900	to	9999	485 029 4913	to	4999	603 678 8418	to	8499
454 013 2919	to	2999	469 678 1900	to	1999	486 176 0600	to	0699	603 678 8700	to	9999
454 186 2411	to	2499	469 781 4900	to	4999	486 559 7555	to	7599	604 086 0880	to	0899
454 268 4883	to	4899	469 947 6960	to	6999	486 696 3023	to	3199	604 349 1414	to	1499
454 302 5400	to	5499	<b>470 755 5800</b>	<b>to</b>	<b>5818</b>	488 173 7900	to	7999	604 503 7776	to	7799
454 490 8300	to	8399	471 918 0300	to	0999	488 206 4100	to	4199	605 520 9037	to	9099
454 547 7434	to	7499	471 985 2408	to	2419	488 226 0200	to	0299	605 685 4010	to	4099
454 922 4867	to	4895	472 191 6700	to	6799	488 709 3906	to	3999	605 988 6467	to	6499
455 221 1348	to	1499	472 270 2555	to	2599	488 855 8359	to	8399	607 689 7951	to	7960
455 364 2147	to	2199	472 987 0213	to	0241	489 181 8963	to	8999	607 728 1276	to	1299
455 399 5400	to	5499	472 987 0290	to	0299	489 223 2000	to	2099	608 727 7100	to	7199
455 476 0676	to	0699	473 151 2069	to	2199	489 311 1930	to	1999	608 727 7273	to	7599
455 543 0618	to	0699	473 666 9138	to	9199	489 318 6200	to	6300	608 813 9950	to	9999
456 410 9006	to	9099	473 952 3429	to	3499	489 384 0027	to	0099	609 067 5325	to	5399
456 470 4146	to	4299	474 108 5402	to	5499	489 427 0658	to	0899	609 067 5488	to	5499
456 619 4460	to	4499	474 356 5193	to	5299	489 997 5252	to	5299	609 067 5600	to	5699

609 289 6123	to	6199	629 964 4200	to	4294	644 932 4655	to	4699	659 706 8113	to	8199
609 438 4400	to	4499	<b>630 389 3056</b>	<b>to</b>	<b>3071</b>	644 932 4792	to	4799	659 846 7837	to	7899
609 493 1100	to	1199	630 463 0588	to	0599	645 318 7240	to	7499	<b>660 510 4100</b>	<b>to</b>	<b>4199</b>
609 766 8091	to	8999	631 459 9117	to	9199	645 333 1766	to	1799	660 673 0400	to	0599
609 825 4100	to	4115	631 762 9325	to	9399	645 790 8632	to	8699	661 488 5000	to	5099
609 884 2981	to	2999	632 217 4933	to	4999	645 821 0657	to	0699	661 609 9100	to	9199
609 893 1000	to	1099	632 500 0000	to	99 9999	645 930 7948	to	7999	661 716 9420	to	9499
<b>610 092 3200</b>	<b>to</b>	<b>3299</b>	633 110 4165	to	4199	645 975 0737	to	0762	661 906 6522	to	6599
610 582 4200	to	4299	633 110 4303	to	4499	646 242 6200	to	6299	662 021 8332	to	8399
611 879 6939	to	6999	633 438 6429	to	6599	646 270 7639	to	7799	662 068 0700	to	0899
612 291 8013	to	8099	633 588 7173	to	7182	646 798 4000	to	4999	662 553 0774	to	0799
612 751 5171	to	5199	634 725 0700	to	0799	647 048 7035	to	7099	663 078 7034	to	7099
612 751 5226	to	5299	634 803 3239	to	3299	647 049 2900	to	2999	663 763 5300	to	5399
612 751 6083	to	6099	634 807 2474	to	2499	647 398 8300	to	8399	664 253 8000	to	8499
612 751 6268	to	6299	634 827 5900	to	5999	647 398 8481	to	8499	664 514 3403	to	3499
612 751 6572	to	6599	634 886 3428	to	3499	647 437 3000	to	4999	664 656 3055	to	3099
612 774 2111	to	2199	635 559 3449	to	3499	647 811 2188	to	2199	665 274 8208	to	8299
612 774 2254	to	2299	636 289 6214	to	6299	648 009 6057	to	6099	666 132 8226	to	8299
612 774 2500	to	2599	636 634 8007	to	8042	648 163 5300	to	5499	668 383 8400	to	8699
614 469 0979	to	0999	637 150 1200	to	1299	648 722 5283	to	5299	670 369 7335	to	7399
614 474 3000	to	3099	637 562 5828	to	5899	648 892 3164	to	3199	671 046 6200	to	6399
614 521 3490	to	3499	638 042 1647	to	1699	649 100 3989	to	3999	<b>700 065 2570</b>	<b>to</b>	<b>2599</b>
614 645 1800	to	1899	638 049 4984	to	4999	649 647 0370	to	0399	700 065 4800	to	4899
614 832 1100	to	2099	638 318 1115	to	1199	649 647 0522	to	0599	700 190 3350	to	3359
615 017 7505	to	7599	638 318 1453	to	1499	649 647 5237	to	5399	700 228 6048	to	6099
617 711 6609	to	6699	638 885 0000	to	0299	649 647 9100	to	9299	700 650 0452	to	0499
617 760 5266	to	5299	638 903 4362	to	4373	649 666 7800	to	8299	700 666 1323	to	1349
617 813 3601	to	3699	639 415 1929	to	1999	<b>650 114 7707</b>	<b>to</b>	<b>7719</b>	700 786 9106	to	9142
618 840 9200	to	9299	639 415 2019	to	2099	650 130 3400	to	3599	700 859 0744	to	0758
619 551 7229	to	7299	639 420 6200	to	6299	650 213 0406	to	0499	701 028 6780	to	6899
619 859 3000	to	3099	639 469 3517	to	3799	650 555 1749	to	1799	701 213 3900	to	3999
<b>620 073 9400</b>	<b>to</b>	<b>9499</b>	639 605 2143	to	2199	650 627 4212	to	4299	701 267 2000	to	3999
621 614 7907	to	7930	639 657 8600	to	8799	650 736 2043	to	2099	701 335 7312	to	7399
621 614 7932	to	7999	<b>640 289 7500</b>	<b>to</b>	<b>7599</b>	650 827 4212	to	4299	701 369 2005	to	2050
621 648 8021	to	8199	640 289 7700	to	7999	650 932 4212	to	4299	701 503 2247	to	2299
621 648 8500	to	8599	641 170 4420	to	4499	650 739 1540	to	1699	701 553 6557	to	6599
621 904 8351	to	8599	641 318 3133	to	3199	651 741 4415	to	4499	701 601 3457	to	3499
621 916 1978	to	1989	641 378 6500	to	6999	651 882 2800	to	2899	701 605 5913	to	5999
622 989 8032	to	8099	641 383 8739	to	8799	652 754 6317	to	6399	701 708 1741	to	1799
623 076 9300	to	9399	641 877 3187	to	3299	653 131 4945	to	4999	701 736 3966	to	3999
623 819 5006	to	5099	641 877 3310	to	3399	653 426 3300	to	3399	701 838 2800	to	2899
623 895 8200	to	8399	642 355 8094	to	8199	653 455 4874	to	4899	701 941 0600	to	0699
623 917 0000	to	0099	642 355 8308	to	8999	654 238 0000	to	0399	702 254 9300	to	9399
623 917 0200	to	0299	642 900 0018	to	0099	654 404 3065	to	3092	<b>806 087 1100</b>	<b>to</b>	<b>1499</b>
624 468 5288	to	5299	643 030 6254	to	6299	654 962 2900	to	3199	806 268 9275	to	9299
624 665 3162	to	3198	644 066 0882	to	0899	655 103 5081	to	5199	806 534 3400	to	3477
625 088 6735	to	6799	644 069 0600	to	0699	655 523 2600	to	2999	807 342 3283	to	3399
625 916 9500	to	9799	644 077 7506	to	7699	656 305 2448	to	2499	808 086 7100	to	7199
625 968 8956	to	8999	644 085 8157	to	8199	657 347 4438	to	4999	808 090 3440	to	3499
627 005 3938	to	3999	644 112 9839	to	9899	657 710 8100	to	8999	808 325 5161	to	5699
627 384 3907	to	4099	644 373 9083	to	9099	657 780 0985	to	0999	808 784 8000	to	8299
627 496 7549	to	7599	644 380 1460	to	1499	658 877 8000	to	8199	<b>870 054 4814</b>	<b>to</b>	<b>4899</b>
627 708 3605	to	3699	644 733 4715	to	4799	658 880 8000	to	8199	870 491 4812	to	4849
627 776 2500	to	2599	644 900 9712	to	9799	659 398 7300	to	7399	870 541 7167	to	7239
628 226 3100	to	3199	644 901 0109	to	1299						
628 814 4702	to	4799	644 901 1325	to	1399						
628 851 9689	to	9699	644 923 6800	to	7799						
629 510 7200	to	7299									

## Missing Canadian Money Order Forms

### Do Not Cash

To be posted and used by retail window employees. As directed, destroy previous notices. Destroy any interim notices when the numbers listed appear in the *Postal Bulletin*. The new money order serial numbers consist of the first nine digits. The 10th digit is a check digit only.

Do not cash new style money orders **000 000 001 to 692 600 000**. Advise holders to send invalid money orders to: Canada Post Corporation, Ottawa, Canada K1A 0B1. Check for altered dollar amounts by holding money orders to the light.

<b>000 000 001 to</b>		702 033 701 to	4 050	708 059 941 to	60 000	717 739 745 to	9 910
<b>692 600 000</b>		702 051 501 to	1 750	708 115 830 to	5 860	717 884 991 to	5 050
<b>692 720 871 to</b>	<b>0 900</b>	702 053 601 to	3 800	708 116 251 to	6 310	718 026 171 to	6 290
692 876 955 to	7 050	702 104 368 to	4 900	708 138 301 to	8 480	718 466 370 to	6 420
693 290 380 to	0 400	702 128 306 to	8 400	709 222 591 to	2 920	718 568 451 to	8 479
693 290 426 to	0 450	702 179 891 to	9 900	709 243 479 to	3 500	718 590 741 to	0 770
694 063 700 to	3 897	702 260 751 to	0 850	709 411 171 to	1 320	718 714 210 to	4 370
694 063 900 to	4 000	702 260 751 to	0 850	709 411 171 to	1 320	718 714 210 to	4 370
694 550 501 to	0 530	702 410 595 to	1 050	709 649 804 to	9 820	718 795 881 to	6 000
694 595 031 to	5 050	702 410 595 to	1 050	709 733 281 to	3 580	718 961 721 to	1 780
694 595 087 to	5 300	702 660 151 to	0 540	709 733 281 to	3 580	718 961 721 to	1 780
694 698 551 to	8 650	702 723 429 to	3 450	<b>710 046 813 to</b>	<b>6 840</b>	718 982 001 to	2 300
695 105 313 to	5 350	703 004 401 to	4 820	710 358 093 to	8 166	719 869 731 to	9 760
695 142 809 to	3 050	703 083 819 to	4 020	710 358 257 to	8 270	<b>720 227 871 to</b>	<b>7 930</b>
695 144 666 to	4 700	703 432 131 to	2 230	711 021 501 to	1 510	720 227 949 to	7 960
695 272 601 to	2 750	703 626 061 to	6 090	711 049 411 to	9 560	720 368 543 to	8 570
695 277 576 to	7 650	703 863 121 to	3 240	711 408 045 to	8 090	720 392 151 to	2 570
695 530 761 to	0 800	703 863 477 to	3 540	712 003 381 to	3 650	720 556 491 to	6 640
696 487 701 to	7 800	703 867 801 to	7 980	712 104 220 to	4 230	720 558 621 to	8 650
696 784 101 to	4 550	704 030 628 to	0 640	712 327 861 to	7 890	720 575 361 to	5 570
696 870 601 to	0 650	704 154 024 to	4 120	712 327 952 to	7 980	720 590 152 to	0 179
697 047 501 to	7 600	704 227 561 to	7 829	712 647 061 to	7 090	721 638 331 to	9 170
697 052 101 to	2 350	704 227 831 to	8 069	713 284 171 to	4 260	721 815 391 to	5 420
697 217 251 to	7 400	704 228 071 to	8 100	713 292 871 to	2 990	721 969 713 to	9 740
697 249 952 to	0 050	704 420 344 to	0 490	714 035 101 to	5 160	722 072 137 to	2 160
697 414 886 to	4 900	704 568 751 to	8 990	714 155 011 to	5 400	722 378 265 to	8 280
697 469 606 to	9 700	704 965 301 to	5 770	714 328 231 to	8 440	722 413 990 to	4 004
697 850 401 to	0 750	705 116 780 to	6 790	714 442 952 to	2 980	722 764 948 to	4 980
698 098 446 to	8 550	705 280 801 to	0 980	714 562 843 to	2 860	722 825 840 to	5 889
698 300 251 to	0 300	705 475 651 to	6 040	714 590 391 to	0 430	723 153 841 to	3 850
698 504 383 to	4 650	705 566 127 to	6 280	714 609 811 to	9 930	723 237 616 to	7 630
698 533 927 to	4 200	705 628 735 to	8 820	714 609 961 to	9 990	723 331 081 to	1 110
698 562 268 to	2 400	705 740 581 to	0 730	714 807 181 to	7 240	723 496 443 to	6 470
699 090 686 to	0 750	705 782 796 to	2 820	714 871 321 to	1 500	723 967 291 to	7 320
699 752 699 to	2 850	705 822 271 to	2 480	714 928 529 to	8 590	724 655 196 to	5 340
<b>700 068 473 to</b>	<b>8 500</b>	706 180 148 to	0 290	715 128 183 to	8 330	724 711 451 to	1 467
700 161 501 to	1 650	706 184 041 to	4 220	715 144 171 to	4 470	724 711 471 to	1 500
700 202 522 to	2 700	706 357 861 to	8 190	715 197 211 to	7 570	724 711 538 to	1 560
700 290 275 to	0 300	706 382 419 to	2 430	715 595 910 to	6 180	724 793 221 to	3 250
700 465 730 to	5 750	706 628 735 to	8 820	715 941 781 to	1 810	724 908 109 to	8 120
700 561 444 to	1 550	706 638 211 to	8 420	715 962 421 to	2 480	724 937 461 to	7 670
701 423 101 to	3 150	706 817 959 to	8 000	716 477 396 to	7 430	725 163 118 to	3 151
701 625 469 to	5 550	707 034 391 to	4 450	716 556 635 to	6 660	725 202 735 to	2 750
701 643 829 to	3 850	707 292 636 to	2 660	717 191 648 to	1 690	725 398 591 to	8 800
701 945 451 to	5 500	707 441 401 to	1 687	717 193 161 to	3 490	725 464 591 to	4 920
		707 441 836 to	1 940	717 228 591 to	8 680	725 475 321 to	5 330
		707 958 541 to	8 570	717 333 902 to	3 950	725 711 057 to	1 070
		707 960 107 to	0 160				

725 738 581 to 8 730	726 504 331 to 4 390	728 458 201 to 8 260	<b>730 711 711 to 1 740</b>
725 981 311 to 1 430	726 563 701 to 4 060	728 702 338 to 2 400	730 722 991 to 3 230
725 987 835 to 7 880	726 599 371 to 9 460	728 915 371 to 5 850	730 888 291 to 8 320
726 060 811 to 0 900	727 182 271 to 2 510	728 953 141 to 3 410	730 927 591 to 7 680
726 391 970 to 2 520	727 416 181 to 6 240	729 169 081 to 9 140	731 781 061 to 1 120
726 493 351 to 5 300	727 481 431 to 1 460	729 682 891 to 3 190	731 837 821 to 7 910
726 504 031 to 4 063	727 749 241 to 9 780	730 501 951 to 2 130	
726 504 070 to 4 090	728 382 331 to 2 480	730 845 970 to 5 990	

—*Inspection Service, 8-28-97*

## Counterfeited Canadian Money Order Forms

### Do Not Cash

To be posted and used by retail window employees. As directed, destroy previous notices. All interim notices should be destroyed when the numbers listed appear in the *Postal Bulletin*.

671,819,086	686,794,382
676,612,640	686,794,426
677,891,039	686,794,427
678,282,493	686,794,431
678,916,031	687,262,502
679,552,215	687,262,503
679,751,983	687,262,525
679,694,334	687,262,526
679,800,207	687,287,578
681,130,536	687,287,581
681,844,376	687,287,582
683,594,542	694,063,898
684,683,610	694,063,899
686,619,878	694,063,980
686,619,886	701,321,725
686,619,887	

—*Inspection Service, 8-28-97*

## 800 Number Available to Verify Canadian Money Orders

The Canada Post Corporation is now providing an 800 number that cashing agents can call to verify the validity of Canadian Postal Money Orders. The number is 1-800-563-0444.

This 800 number is printed on the back of the Canadian Postal Money Orders.

—*Inspection Service, 8-28-97*

### Invalid Express Mail Corporate Account Numbers

These numbers are to be posted and used by retail/acceptance clerks. This listing supersedes all previous notices, which must be destroyed. Retail/acceptance clerks must not accept Express Mail shipments bearing any of the invalid numbers (listed below) in the "customer number" or

"agreement number" section of the label or form.

**Note:** The first 6 digits of a 9-digit Custom Designed Service and Next Day Pickup Service Agreement make up the Corporate Account Number.

005061	008927	014416	018058	019442	022207	025361	027939	028881	029518	040107	060347	064349
005152	009026	014529	018067	019496	022283	025371	027960	028909	029527	040318	060348	064373
005190	009142	014596	018084	019554	022290	025377	027978	028922	029560	041005	060359	064380
005210	009172	014627	018098	019632	022338	025383	027997	028974	029562	041183	060386	064503
005266	009176	014654	018127	019672	022391	026025	027998	028978	029569	041187	060441	064518
005456	009215	014686	018145	019725	022417	026051	028080	028980	029583	041305	060446	064528
005741	009290	014691	018155	020048	022418	026106	028081	028987	029588	041308	060484	064633
005752	009291	014720	018181	020095	022423	026175	028084	028992	029622	041330	060526	064648
005811	009314	014724	018207	020230	022427	026206	028088	029020	029634	042030	060642	064667
005818	009321	014755	018268	020244	022448	026301	028089	029042	029672	042092	060667	064735
005907	009365	014761	018307	020294	022504	026304	028092	029044	029699	043037	060795	064767
005923	009367	014803	018353	020312	022516	026348	028105	029051	029712	043043	060837	064775
006002	009385	014875	018364	020350	022535	026401	028110	029054	029714	044060	060862	064790
006065	009422	014876	018387	020389	022565	026414	028133	029067	029782	044170	060881	064861
006146	009491	014894	018395	020492	022592	026437	028189	029075	029797	046045	060891	064914
006188	009501	014908	018406	020519	022616	026446	028213	029080	029835	047014	060892	064932
006226	009554	015186	018436	021006	022643	026492	028226	029088	029855	047123	060895	064937
006253	009576	015188	018442	021039	022650	026510	028237	029142	029873	047140	060956	065115
006619	009635	015228	018458	021051	022714	026523	028347	029153	029878	048054	061003	065248
006687	009685	015270	018515	021067	022716	026526	028348	029173	029881	049017	061006	065290
006767	009750	015292	018528	021097	022742	027002	028370	029180	029882	049018	061028	065299
006769	009798	015307	018535	021143	022748	027010	028379	029181	029966	049021	061174	065323
006797	009803	015396	018546	021233	022826	027041	028390	029201	029969	049070	061187	065454
006819	009860	015399	018566	021257	022842	027111	028458	029204	029973	049302	061210	065482
006870	009923	015422	018580	021260	022848	027117	028464	029240	029974	050003	061229	065555
006931	010451	015429	018586	021261	022883	027124	028474	029247	029983	050008	061262	065583
006979	010643	015463	018636	021274	022895	027163	028476	029284	029986	050017	061292	065602
007169	010697	015487	018642	021284	022926	027192	028478	029288	030156	050020	061364	065696
007190	011209	015528	018648	021318	022965	027334	028511	029297	030232	050021	061367	065792
007203	011222	016072	018676	021356	023092	027339	028537	029311	030291	051072	061423	065798
007255	011319	016119	018715	021386	023148	027399	028538	029312	030365	052044	061491	065808
007344	011335	016128	018717	021492	023153	027439	028560	029327	031011	052055	061508	065823
007353	011349	016157	018727	021531	023166	027441	028567	029341	031048	053010	061556	065861
007378	011372	016295	018738	021541	023206	027483	028589	029346	032006	053026	061569	065895
008073	012153	016322	018750	021583	023548	027524	028614	029355	032025	054250	061634	065924
008088	012157	016346	018761	021589	024066	027537	028628	029368	032121	055098	061643	065928
008101	012181	016373	018766	021693	024102	027558	028640	029372	034047	055142	061656	066046
008158	012275	016421	018770	021734	024123	027583	028650	029377	037006	055200	061707	066071
008191	012276	016441	018785	021772	024125	027613	028658	029381	037023	055201	061754	066118
008218	012278	016525	018807	021775	024152	027629	028670	029409	038054	055221	062035	066160
008287	013111	016575	018822	021779	025047	027635	028672	029412	038064	055224	063145	066174
008340	013188	016646	018920	021834	025057	027669	028690	029420	038096	055239	063150	066218
008405	013196	016756	018928	021864	025087	027714	028733	029427	038148	060007	063429	066226
008439	013203	016764	018953	021897	025089	027725	028735	029448	038178	060019	063430	066266
008479	013211	016795	018995	021899	025137	027801	028749	029472	038276	060042	063446	066411
008656	013220	016818	019099	021919	025147	027811	028778	029476	038308	060078	064034	066418
008739	014072	016905	019112	021931	025219	027856	028795	029493	038424	060090	064040	067007
008784	014121	016993	019140	021938	025293	027858	028807	029502	038468	060091	064113	067097
008806	014122	018010	019156	021971	025295	027859	028808	029503	038472	060113	064155	067098
008807	014126	018014	019161	022016	025305	027883	028811	029511	038486	060211	064267	067129
008849	014147	018021	019173	022151	025313	027904	028851	029512	040004	060244	064285	067157
008896	014347	018028	019435	022155	025355	027922	028880	029516	040045	060299	064308	067238

067253	070546	077737	090489	096118	101496	109893	118742	142121	152307	180003	200066	208817
067289	070557	077877	090624	096128	101623	109900	118763	142189	152336	180027	200086	208869
067313	070633	077893	091042	096169	101672	109955	118976	142235	152345	180044	200148	208907
067389	070645	077912	091126	096261	101748	109969	118980	142332	152406	180107	200154	208931
067390	070649	078106	091335	096272	102049	110302	119077	142368	152445	180108	200157	208946
068012	070669	078217	091396	096278	102169	110558	119107	142397	152457	180110	200181	208969
068024	070741	078414	091628	096441	102180	110569	119175	142455	152466	181003	200196	208988
068040	070902	079043	091635	096447	102279	110581	119198	142488	152484	184012	200218	209089
068054	070953	079638	091745	096501	102585	110775	119215	142526	152487	184039	200220	209218
068061	070972	079639	091771	096502	102588	110792	119269	142533	152490	185042	200243	209249
068076	071157	079945	092073	096813	102606	110804	119272	142694	152507	185064	200248	209267
068082	071161	080050	092122	096839	102661	110816	119351	142702	152511	186040	200318	210001
068092	071195	080089	092250	096879	102783	110824	119362	142828	152551	191000	200353	210009
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068146	071215	080267	092471	097019	103061	111411	119494	146069	152592	191149	200374	210078
068204	071235	080373	092690	097086	103149	111415	119496	146079	152605	191245	200384	210089
068237	071237	080465	092706	097175	103864	111565	119571	146086	152651	191615	200392	210131
068240	071244	080468	092859	097205	103964	111703	120246	146239	152660	191875	200419	210208
068251	071395	080532	092952	097229	104061	111763	121140	146276	152676	192091	200503	210215
068263	071457	080546	092979	097245	104266	112228	122205	146289	152680	192162	200519	210274
068271	071518	080618	093013	097246	104561	112570	122326	146384	152726	192194	200601	210311
068408	071619	080665	093183	097258	104577	112891	122367	146479	152759	192196	200606	210356
068474	071627	080709	093204	097266	105071	113045	122389	146489	152764	192225	200628	210372
068477	071656	080712	093215	097291	105121	113103	123054	146593	152794	192358	200714	210384
068489	071677	085027	093316	097365	105400	113389	123138	146607	152925	192468	200748	210411
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069205	075255	085561	093441	097495	105919	114605	125076	146771	153069	192693	200963	210469
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069363	075326	088128	093597	097557	106173	115023	125146	146787	156101	192942	207132	210518
069364	075391	088151	093771	097566	106314	115180	125215	146813	156111	192967	207292	212311
069406	075453	088173	093928	097612	106324	115227	125231	148225	156154	192971	207299	212359
069451	075498	088205	093980	097737	106425	115268	125261	148262	156158	192995	207517	212698
069499	075592	088219	094054	097761	106534	115288	125283	148268	159093	193152	207553	212720
069581	075769	088221	094141	097845	106565	115559	125326	148316	165034	193183	207558	212821
069584	075778	088266	094160	097859	107132	115720	125372	148317	165038	193198	207686	218009
069587	075806	088321	094179	097868	107253	115865	126073	150155	165057	193271	207694	220019
069605	075829	088444	094320	097911	107318	115969	127049	150156	165104	193299	207776	220042
069618	075897	088488	094409	098034	108221	117052	128108	150212	165111	193304	207805	220069
069646	075901	088498	094411	098040	108282	117064	128972	150235	165162	193423	207868	220138
069649	075946	088499	094566	098072	108317	117152	129905	151022	165163	193484	207878	220271
069675	075955	088522	094788	098084	108333	117200	129915	151027	165194	193526	208222	220335
069787	075966	088592	094843	098124	108350	117204	130012	151117	165196	193553	208242	220604
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069953	076216	089282	094999	098171	108508	117335	132031	151161	165265	193676	208318	220667
070084	076430	089462	095151	098175	108536	117436	132045	151218	165297	193686	208333	220671
070136	076475	089473	095158	098202	108638	117444	132127	152035	165330	193699	208399	220678
070138	076840	089499	095162	098240	108692	117453	132160	152056	165407	193714	208438	220732
070140	076873	089513	095338	098257	108710	117557	132202	152064	165420	195080	208459	220784
070171	076968	089517	095343	098283	108753	117734	132410	152071	170110	196055	208576	220797
070172	076974	089523	095473	098303	108816	117741	134048	152088	170115	196083	208585	220841
070206	077074	089529	095542	098321	108848	117867	138003	152127	171111	196102	208600	220873
070251	077093	089534	095614	098324	109001	118154	139004	152133	174075	196107	208606	220874
070413	077221	089548	095621	098337	109258	118209	139023	152179	174079	197088	208631	220893
070414	077260	089688	095754	098344	109278	118235	139150	152215	176059	198013	208668	221010
070417	077330	090094	095797	098383	109475	118243	142033	152220	176074	198051	208688	221080
070441	077402	090225	095936	<b>100659</b>	109600	118446	142040	152250	176083	198088	208699	221163
070445	077460	090303	095973	101101	109703	118607	142064	152278	176104	198092	208804	221182
070494	077532	090444	096055	101414	109750	118670	142089	152293	178024	<b>200048</b>	208812	221185



221364	274186	295432	312476	325042	329195	331751	333080	334715	340548	349695	372913	402193
221463	274222	296216	312493	325072	329206	331814	333120	334863	340558	349710	372922	402206
221535	274246	296279	313002	325081	329251	331891	333168	334958	340632	349758	372979	402287
221536	274365	296301	313003	325127	329279	331937	333182	335013	340633	349764	374009	402369
221633	275077	296455	314004	325141	329295	331957	333221	335025	340639	349793	374021	402494
221635	276012	297047	314007	325144	329383	332007	333224	335035	340672	349813	374142	402526
221642	276054	297048	314197	325617	329389	332009	333237	335039	340681	349823	376118	402593
221643	276120	297056	314314	325619	329406	332031	333260	335160	340773	349878	376131	402605
221647	276155	<b>300133</b>	314451	325652	329490	332075	333270	335205	340778	349885	376135	402752
221672	278606	300337	314742	325656	329591	332162	333282	335420	340789	349906	377123	402854
222087	280081	300351	317279	325872	329592	332163	333286	335522	340790	349944	378137	402977
222159	280145	300593	319067	325877	329612	332175	333290	335766	340873	349961	378139	403052
222161	280148	300658	319121	326188	329618	332220	333295	335793	340881	350071	378140	405011
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222311	282308	300861	319139	326328	329624	332237	333304	335838	340923	352493	379519	405020
223289	282324	301008	320005	326331	329636	332245	333354	336013	344001	352582	380196	405021
227107	282446	301162	320065	326421	329639	332253	333355	336014	344075	352623	380203	410021
228006	282492	301225	320139	326429	329659	332261	333371	336016	344117	352643	380204	410196
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235257	282639	301346	320829	326558	330147	332366	333415	336222	344185	358180	381294	420047
235273	282671	301937	320856	326576	330158	332380	333432	336275	344190	359022	381317	420052
235275	282696	301987	320944	326610	330178	332388	333434	336406	344197	361027	381352	423018
235276	282711	302155	321037	326633	330226	332398	333436	336713	347060	361060	381365	423053
235284	282768	302271	321080	326755	330248	332402	333443	336836	347107	361072	381437	423084
235317	282805	302357	321129	327177	330275	332415	333452	337078	349024	361077	381444	424026
235345	282833	302556	321137	327257	330297	332457	333455	337197	349029	361081	381446	424043
235407	282836	305201	321177	327342	330323	332458	333468	338004	349061	361094	381466	424046
235452	283197	305599	321180	327344	330385	332473	333489	338011	349066	361100	381467	424064
235461	283199	306146	321194	327395	330501	332481	333499	338016	349069	361103	381468	427022
235467	283216	306220	321204	327411	330535	332504	333509	338056	349103	361134	381469	430076
240517	283248	306464	321220	327488	330537	332520	333510	338061	349115	361139	381479	430086
240526	283384	306550	321262	327585	330694	332524	333539	338286	349132	361170	381492	430101
242810	283419	311016	321393	327603	330711	332554	333544	338325	349138	361191	381732	430152
242823	283431	311061	322017	327624	330801	332581	333551	338338	349163	361192	381849	430157
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251008	283520	311477	322083	327696	330852	332590	333655	339008	349263	361206	381971	431026
253042	283546	311481	322117	327702	330911	332614	333669	339021	349273	361213	383061	432341
253157	285004	311594	322145	327712	330986	332638	333670	339254	349276	361226	383083	432394
254009	286019	311671	322157	327719	331010	332651	333676	339288	349291	361241	386073	432428
254021	286050	312143	322172	327720	331014	332677	333690	339368	349315	361309	391088	432466
254022	286188	312149	322218	327722	331019	332682	333697	339574	349381	365028	392311	432633
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915485	918676	921923	926419	927068	927854	928722	937711	945312	948359	954432	974012	992717
915558	918680	922189	926422	927071	927862	928732	937775	945413	948394	958279	974041	995090
917031	918694	922270	926426	927073	927865	928738	937795	945419	948397	958563	974047	995105
917043	918714	922325	926438	927085	927869	928741	937828	945428	948398	958564	974214	995132
917173	918727	924436	926463	927096	927892	928746	937834	945489	948412	958604	975008	995138
917187	918736	924447	926482	927105	927896	928748	939153	945506	948417	958648	975013	995331
917218	918741	924509	926486	927107	927901	928781	939570	945519	948475	958823	976080	995413
917262	918826	924560	926487	927110	927906	928811	939580	945537	948489	958826	977029	995465
917294	918859	924586	926505	927111	927920	928842	940020	945567	949079	958873	980101	995735
917297	918874	924593	926509	927130	927973	928849	940021	945577	949132	960065	980122	995764
917357	918927	924652	926520	927132	927984	928850	940040	945614	949170	967162	980173	995789
917365	918930	924660	926521	927135	927985	928852	940043	945627	949306	967223	980227	995812
917370	918945	924663	926540	927140	927988	928864	940077	945653	949351	967295	980233	995846
917381	920063	925098	926547	927154	927997	928867	940123	945752	949381	967367	980364	995869
917406	920091	925109	926551	927161	928122	930253	940183	945827	949451	967432	980391	995922
917464	920096	925180	926552	927182	928128	930275	940187	945865	949519	967438	980411	995976
917509	920140	925206	926558	927256	928164	930292	940200	945868	949565	968060	980481	997112
917510	920141	926003	926589	927271	928178	930315	940394	945911	949574	968173	980506	997162
917512	920172	926010	926590	927286	928181	931033	940442	945918	949576	968300	980544	998175
917529	920180	926012	926609	927288	928200	931098	940548	945954	949580	968334	980558	998321
917561	920192	926013	926625	927292	928222	931137	940588	945956	950050	968417	980567	
917577	920236	926038	926632	927296	928250	931204	940699	946144	950076	968444	980659	
917583	920240	926053	926647	927306	928267	931346	940707	946164	950220	968534	980691	
917621	920264	926065	926649	927308	928273	931360	940801	946239	950270	968548	980766	
917691	920270	926072	926656	927311	928283	931424	940822	946324	950354	968600	980876	
917714	920297	926104	926673	927326	928285	931430	940843	946351	950375	968693	980961	
917717	920298	926108	926677	927334	928364	931457	940865	946392	950399	968716	981588	
917731	920302	926130	926685	927343	928367	931472	940876	946418	950404	968763	981720	
917732	920362	926131	926692	927347	928374	931488	940947	946441	950622	968764	981823	
917736	920365	926149	926700	927375	928380	931586	940993	946465	950630	968769	981838	
917750	920399	926155	926715	927390	928381	931653	940994	946475	950631	968824	981922	
917832	921012	926159	926776	927395	928442	931662	941049	946482	951012	969131	981991	

# International Mail

IMM REVISION

## Global Priority Mail to Israel

Effective September 8, Global Priority Mail (GPM) is available to Israel. Destinations within Israel will be limited as shown below. *International Mail Manual* (IMM) Issue 18 is revised as follows. IMM Issue 19 will include this change.

### International Mail Manual

<b>2</b>	<b>Conditions for Mailing</b>	*	*	*	*	*
<b>226</b>	<b>Global Priority Mail</b>	*	*	*	*	*

#### 226.2 Availability

Global Priority Mail is available to the following countries. Countries specifically identified will have service only to specific cities within those countries, as noted below:

**Countries of Destination**

Western Europe	Pacific Rim	North America	South America	Middle East
Austria	Australia	Canada	Brazil <sup>4</sup>	Israel <sup>6</sup>
Belgium	China <sup>2</sup>	Mexico <sup>3</sup>	Chile <sup>5</sup>	Saudi Arabia <sup>7</sup>
Denmark	Hong Kong			
Finland	Japan			
France (including Monaco)	New Zealand			
Germany	Philippines			
Great Britain & Northern Ireland <sup>1</sup>	Singapore			
Iceland	Korea, Republic of			
Ireland	Taiwan			
Liechtenstein	Thailand			
Luxembourg	Vietnam			
The Netherlands				
Norway				
Portugal				
Spain				
Sweden				
Switzerland				

<sup>1</sup> Includes: England, Scotland, Wales, Northern Ireland, Guernsey, Jersey, and the Isle of Man.

<sup>2</sup> Destinations in China are limited to: Beijing, Guangzhou, and Shanghai ONLY.

<sup>3</sup> Destinations in Mexico are limited to : Mexico City, Guadalajara, and Monterrey ONLY.

<sup>4</sup> Destinations in Brazil are limited to: São Paulo and Rio de Janeiro ONLY.

<sup>5</sup> Destinations in Chile are limited to: Santiago, Valparaiso, and Viña del Mar ONLY.

<sup>6</sup> Destinations in Israel are limited to: Jerusalem, Tel Aviv, and Haifa ONLY.

<sup>7</sup> Destinations in Saudi Arabia are limited to: Riyadh, Jeddah, and Dammam ONLY.

## IMM REVISION

**Suspension of International Money Order Service to Syria**

Effective immediately, international money order service to Syria is suspended until further notice. Postal personnel must not sell international money orders for payment in Syria.

On page 57 is a revised chart of all countries that accept international postal money orders from the United States as of August 21, 1997. Post this chart to aid window clerks and postal customers. This chart replaces the chart published in *Postal Bulletin 21952 (8-14-97)*.

—Marketing, 8-28-97

**International Customized Mail**

On July 18, 1997, the Postal Service entered into an International Customized Mail service agreement with a qualified mailer. In accordance with *International Mail Manual (IMM) 294*, the Postal Service hereby makes public the following information about that service agreement:

- a. **Term:** July 18, 1997, through July 31, 1997.
- b. **Type of Mail:** Printed Matter: Every item must comply with the design and general preparation requirements provided by the U.S. Postal Service. All items contained in a single mailing must be of identical size and weight. Each piece will measure 275 mm by 215 mm and weigh 46 grams, +/-1 gram.
- c. **Destination Country:** Australia.
- d. **Services Provided by the Postal Service:** The Postal Service has agreed to: (1) furnish the mailer or mailer's mailing agent with the required international mail equipment; (2) provide the mailer or mailer's mailing agents consultation and training necessary to comply with requirements for qualifying mail; (3) pick up and transport mail from the mailer's or mailing agent's facility to the International Service Center in Chicago, IL; (4) contract with air and surface carriers, as appropriate, for qualifying mail to be transported internationally for delivery by the destinating foreign postal administration.
- e. **Minimum Volume Commitments:** Minimum volume is 250,000 pieces.
- f. **Worksharing:** The mailer has agreed to prepare and tender a certain type of printed matter in accordance with the preparation requirements provided by the U.S. Postal Service.
- g. **Rates:** \$0.69 per piece.

—International Business Unit, 8-28-97

**International Customized Mail**

On July 18, 1997, the Postal Service entered into an International Customized Mail service agreement with a qualified mailer. In accordance with *International Mail Manual (IMM) 294*, the Postal Service hereby makes public the following information about that service agreement:

- a. **Term:** July 18, 1997, through September 30, 1997.
- b. **Type of Mail:** Printed Matter: Every item must comply with the design and general preparation requirements provided by the U.S. Postal Service for this mailing. All items contained in a single mailing must be of identical size and weight. Each piece will measure 153 mm by 223 mm by 1 mm and weigh 19 grams.
- c. **Destination Country:** Brazil.
- d. **Services Provided by the Postal Service:** The Postal Service has agreed to: (1) furnish the mailer or mailer's mailing agent with the required international mail equipment; (2) provide the mailer or mailer's mailing agents consultation and training necessary to comply with requirements for qualifying mail; (3) pick up and transport mail from the mailer's or mailing agent's facility to the International Service Center in Jamaica, NY; (4) contract with air and surface carriers, as appropriate, for qualifying mail to be transported internationally for delivery by the destinating foreign postal administration.
- e. **Minimum Volume Commitments:** No minimum. The mailer has agreed to use the Postal Service for all of its printed matter distributions to Brazil of a certain category while their agreement is in effect.
- f. **Worksharing:** The mailer has agreed to prepare and tender a certain type of printed matter in accordance with the preparation requirements provided by the U.S. Postal Service.
- g. **Rates:** \$0.24 per piece.

—International Business Unit, 8-28-97

## International Customized Mail

On July 28, 1997, the United States Postal Service (USPS) entered into an International Customized Mail service agreement with a qualifying mailer. In accordance with *International Mail Manual* (IMM) 294, the USPS hereby makes public the following information about that service agreement:

**a. Term:** August 1, 1997, through August 1, 1998.

**b. Type of Mail**

**Printed Matter:** Every item must comply with design requirements for international mail set forth in the IMM. Every item must comply with the preparation requirements for IPA as set forth in IMM 284 except as those requirements conflict with the applicable Specific Requirements set forth in the service agreement.

**Letters:** Every item must comply with the size limits for LC and AO mail set forth in IMM 223 and 243 for IPA. Each item must meet the letter-size mail criteria as defined in DMM C050.2.0, except the length may be no less than 5 1/2 inches long. The piece weight over the term of the agreement must be no less than 0.3 ounces and no greater than 11 ounces for a certain type of printed matter.

**Flats:** Every item must comply with the size limits for LC and AO mail set forth in IMM 243 for IPA. Each item must meet the flat-size mail criteria as defined in DMM C050.3.0. The piece weight over the term of the agreement must be no less than 1.0 ounces and no greater than 2 pounds for a certain type of printed matter.

**c. Destination Countries:** Printed matter destined worldwide during the term of the service agreement.

**d. Services Provided by the U.S. Postal Service:** The USPS has agreed to: (1) furnish the mailer or mailer's mailing agents with the required international mail equipment; (2) provide the mailer or mailer's mailing agents training necessary to comply with requirements for qualifying mail; (3) contract with air and surface carriers, as appropriate, for qualifying mail to be transported internationally for delivery by the destination foreign postal administrations; (4) perform quarterly reviews of the mailer's mail density as specified in the service agreement; (5) involve the mailer in emerging barcode technology for international mail; and (6) monitor and maintain service as specified in the service agreement.

**e. Minimum Volume Commitments:** 3 million pieces.

**f. Worksharing:** The mailer has agreed to: (1) package mail in bundles that are securely tied or rubberbanded in both directions; (2) sort and sack mail for printed matter; (3) pay postage for qualifying mail in accordance with IMM 282.211 using a system approved by the appropriate Rates and Classification Service Center (RCSC); (4) provide a measurement system, acceptable to the appropriate RCSC, as specified in the service agreement; (5) maintain an established number of pieces per pound over the course of the service agreement, and (6) tender qualifying mail to the USPS at the designated USPS facility; (7) coordinate a schedule of mailings and provide notifications as specified in the service agreement.

**g. Rate:** For IPA, \$5.45 per pound.

—International Business Unit, 8-28-97

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## International Postal Money Order Service (Effective August 21, 1997)

The following countries accept international postal money orders from the United States using the International Postal Money Order form MP1. The fee for this form is \$3. The maximum amount for a single money order is \$700, except as noted in parentheses.

Anguilla	Canada	Honduras	Peru
Antigua and Barbuda	Cape Verde	Jamaica	St. Christopher (St. Kitts) and Nevis
Bahamas	Dominica	Japan	St. Lucia
Barbados	Ecuador	Mali	St. Vincent and the Grenadines
Belize	El Salvador (\$500)	Mexico (\$500)	Sierra Leone
Bolivia	Grenada	Montserrat	Trinidad and Tobago
British Virgin Islands	Guyana (\$500)	Nigeria (\$500)	

The following countries accept international postal money orders from the United States using the Authorization to Issue an International Money Order form set. The fee for this form set is \$7.50. The maximum amount for a single money order is \$700, except as noted in parentheses.

Algeria	Egypt	Lesotho	San Marino
Argentina	Estonia	Liechtenstein	Senegal (\$500)
Armenia	Faroe Islands	Lithuania	Slovak Republic (Slovakia)
Austria	Finland	Luxembourg	Slovenia
Azerbaijan (\$200)	France	Malaysia	South Africa
Bangladesh	French Guiana	Martinique	Spain
Belarus	French Polynesia	Monaco (France)	Sri Lanka
Belgium	Germany	Morocco	Suriname
Benin	Ghana	Mozambique	Swaziland
Botswana	Great Britain and Northern Ireland (\$200)	Namibia	Sweden
Brazil	Greece	Netherlands	Switzerland
Burkina Faso	Guadeloupe	New Caledonia	Taiwan
Chile	Hungary	Norway (\$400)	Thailand
China	Iceland	Paraguay	Togo
Colombia	Indonesia	Philippines	Tunisia
Corsica	Ireland	Poland	Uruguay
Cote d'Ivoire (Ivory Coast)	Israel	Reunion	Vatican City
Croatia	Italy	St. Bartholomew (Guadeloupe)	Vietnam
Czech Republic	Korea, Republic of	St. Martin (French Guadeloupe)	Yemen
Denmark	Latvia	St. Pierre and Miquelon	Zambia
Dominican Republic			Zimbabwe

The former Trust Territories of the United States listed below are the only foreign countries accepting the domestic postal money order from the United States. The fee for this form is \$0.85. The maximum amount for a single money order is \$700.

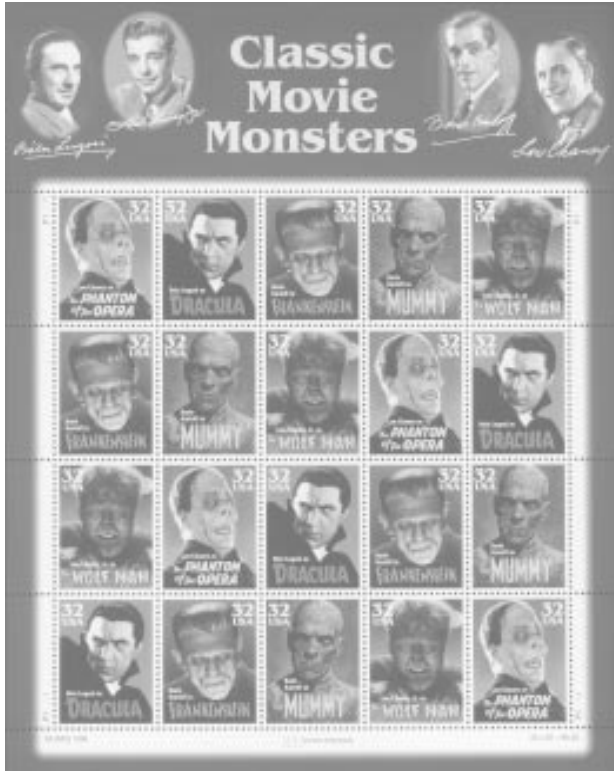
- The Federated States of Micronesia (Kosrae, Pohnpei, Chuuk, Yap)
- The Republic of the Marshall Islands (Majuro, Ebeye)
- The Republic of Palau (Koror)

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# Philately

STAMP ANNOUNCEMENT 97-37

## Classic Movie Monsters Commemorative Stamps



Copyright USPS 1996

The Postal Service will issue five 32-cent Classic Movie Monsters commemorative stamps, in a pane of 20 (Item 4425), on September 30, 1997, in Universal City, California. The stamps go on sale nationwide October 1.

Designed by Derry Noyes of Washington, D.C., and illustrated by Thomas Blackshear of Colorado Springs, Colorado, the stamps feature five legendary movie monsters and pay tribute to the actors who portrayed them. Featured on the sheet are Bela Lugosi as Dracula, Lon Chaney as The Phantom of the Opera, Lon Chaney, Jr., as The Wolf Man, and Boris Karloff as both The Mummy and Frankenstein's monster. The selvage also contains a photograph of each actor and his signature.

<b>Issue:</b>	Classic Movie Monsters
<b>Denomination:</b>	32 cents
<b>Format:</b>	Pane of 20 (5 designs)
<b>Item Number:</b>	4425
<b>Catalog Item Number:</b>	442540
<b>Issue Date:</b>	September 30, 1997
<b>Nationwide Sale Date:</b>	October 1, 1997
<b>Issue City &amp; State:</b>	Universal City, CA
<b>Illustrator:</b>	Thomas Blackshear, Colorado Springs, CO
<b>Designer/Art Director/Typographer:</b>	Derry Noyes, Washington, DC
<b>Modeler:</b>	Richard C. Sennett
<b>Manufacturing Process:</b>	Gravure
<b>Printer:</b>	Stamp Venturers
<b>Colors (PMS Colors):</b>	Magenta, yellow, cyan, dark blue, and black
<b>Size:</b>	1.09 x 1.41 in/27.68 x 35.81 mm (image area) 1.56 x 1.24 in/39.62 x 31.49 mm (overall) 7.28 x 9.04 in/184.91 x 229.61 mm (full pane)
<b>Plate Numbers:</b>	"S" followed by five single digits
<b>Marginal Markings:</b>	"© USPS 1996" • Plate Numbers • Position Diagram • Cost

### How to Order the First Day of Issue Postmark

Customers have 30 days to obtain the first day of issue postmark by mail. They may purchase the new stamps at their local post office, affix the stamps to envelopes of their choice, address the envelopes (to themselves or others), and place them in a larger envelope addressed to:

MOVIE MONSTERS STAMPS  
POSTMASTER  
NORTH HOLLYWOOD POST OFFICE  
7035 LAUREL CANYON BLVD  
NORTH HOLLYWOOD CA 91605-9991

After applying the first day of issue postmark, the Postal Service returns the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by October 30, 1997.

The Philatelic Fulfillment Service Center also offers first day covers for new stamp issues and postal stationery items postmarked with the official first day of issue cancellation. Each item has an individual catalog number and is offered in the quarterly *USA Philatelic* catalog. Customers may request a free catalog by writing to:

INFORMATION FULFILLMENT  
US POSTAL SERVICE  
DEPT 6270  
PO BOX 419014  
KANSAS CITY MO 64141-6014

or by telephoning 1 800 STAMP-24.

First day covers remain on sale for at least 1 year after the stamps' issuance.

### Distribution

Stamp distribution offices (SDOs) and stamp distribution networks (SDNs) will receive half their standard distribution for a 20-stamps-per-pane issue, rounded to the nearest master carton size (50,000 stamps).

SDOs and SDNs will make subsequent automatic distributions to post offices for their standard distribution, using Form 3309, *Advice of Shipment/Stamp Invoice*, and Form 17, *Stamp Requisition*. SDOs and SDNs must not distribute stamps to post offices before September 24, 1997.

#### Philatelic Requirement

SDOs and SDNs with authorized philatelic centers will receive automatic distributions of this stamp in six positions for subsequent distributions to each center:

Offices That Service This Number of Philatelic Windows	Will Receive This Quantity of the Classic Movie Monsters Commemorative Stamps
1	18,000
2	36,000
3	54,000
4	72,000
6	150,000
12	250,000
18	350,000
25	450,000

#### Additional Supply

Post offices requiring additional stamps must requisition them from their designated SDO or SDN, using a separate Form 17. SDOs requiring additional stamps must order them from their APD, using a separate Form 17.

The Washington, D.C., Memphis, Tennessee, and Denver, Colorado, accountable paper depositories (APDs) will receive 3,350,000 stamps for filling supplemental orders. The New York, New York, Chicago, Illinois, San Francisco, California, APDs and the Kansas City, Missouri, SDN will receive 3,400,000 stamps for filling supplemental orders.

#### Sales Policy

All post offices must acquire and maintain a supply of each new commemorative stamp as long as customer demand exists or until the stamp is officially withdrawn from sale, generally 1 year from the date of issue. If supplies run low, post offices must reorder additional quantities through their normal ordering procedures.

—*Stamp Services, Marketing, 8-28-97*

## Stamps Withdrawn From Regular Sale and From Sale at Philatelic Centers

Effective August 23, 1997, all post offices, stations, branches, postal retail stores, vending outlets, and authorized philatelic centers must withdraw the stamp products listed below from sale and prepare them for destruction. The stamp products should be submitted to destruction sites according to the guidelines in Handbook F-1, *Post Office Accounting Procedures*, section 45, Destroying Stamp Stock, and appropriate locally established procedures.

These stamp products will remain on sale at the Philatelic Fulfillment Service Center (PFSC), until further notice.

Item Number	Description
8862	\$12.95 American Indian Dance Poster
8863	\$6.95 Endangered Species Poster

—*Stamp Services, Marketing, 8-28-97*

CORRECTION  
 HANDBOOK F-1 REVISION

**Postage Stamp Master Item Number List**

Postal Bulletin 21951 (7-31-97) listed incorrect stamp configurations for Item Numbers 4428 and 4498. For your convenience, the entire 4000 series table is reproduced below.

**4000 Series**

The Postal Bulletin announces new commemorative issues.

Item Number	Denomination	Code	Item Description	Stamp Configuration
4401	32¢	(E)	Lunar New Year (Rat)	Pane of 20
4402	32¢	(E)	Utah Statehood	Pane of 50
4403	32¢	(E)	Ernest E. Just, Ph.D.	Pane of 20
4404	32¢	(E)	James Dean	Pane of 20
4405	32¢	(E)	Smithsonian Anniversary	Pane of 20
4406	32¢	(E)	Pioneers of Communication	Pane of 20
4409	32¢	(E)	Folk Heroes	Pane of 20
4410	32¢	(E)	Marathon	Pane of 20
4414	29¢	(E)(G)	Elvis Presley	Pane of 40
4418	32¢	(E)	American Indian Dances	Pane of 20
4419	32¢	(E)	Benjamin O. Davis	Pane of 20 (PSA)
4421	32¢	(E)	Helping Children Learn	Pane of 20 (PSA)
4422	32¢	(E)	The Marshall Plan	Pane of 20
4424	32¢	(E)	Humphrey Bogart	Pane of 20
4425	32¢	(F)(E)	Movie Monsters	Pane of 20
4426	32¢	(F)(E)	Composers & Conductors	Pane of 20
4428	32¢	(E)	Classic American Dolls	Pane of 15
4429	32¢	(E)	Football Coaches	Pane of 20
4430	32¢	(E)	Lunar New Year (Ox)	Pane of 20
4431	32¢	(F)(E)	Opera Singers	Pane of 20
4432	32¢	(E)	Stagecoach & Ship	Pane of 16
4433	32¢	(F)(E)	Supersonic Flight	Pane of 20 (PSA)
4434	32¢	(E)	Raoul Wallenberg	Pane of 20
4435	32¢	(F)(E)	Department of Air Force	Pane of 20
4436	32¢	(E)	Thornton Wilder	Pane of 20
4437	32¢	(F)(E)	Celebrate The Century I	Pane of 15
4438	32¢	(F)(E)	Celebrate The Century II	Pane of 15
4440	32¢	(F)(E)	Padre Varela	Pane of 20
4444	29¢	(E)(G)	Postal Museum	Pane of 20
4445	32¢	(J)	Bear Bryant	Pane of 20
4446	32¢	(J)	Vince Lombardi	Pane of 20
4447	32¢	(J)	Pop Warner	Pane of 20
4448	32¢	(J)	George Halas	Pane of 20
4467	32¢	(E)	Prehistoric Animals	Pane of 20
4469	32¢	(E)(G)	Florida Statehood	Pane of 20
4473	32¢	(E)(G)	Kids Care	Pane of 16
4483	32¢	(E)(G)	POW & MIA	Pane of 20
4485	32¢	(E)(G)	Tennessee Statehood	Pane of 50
4486	32¢	(E)(G)	Riverboats	Pane of 20 (PSA)
4487	32¢	(E)(G)	Rural Free Delivery	Pane of 20
4489	32¢	(E)	Songwriters	Pane of 20
4490	32¢	(E)	Big Band Leaders	Pane of 20

Item Number	Denomination	Code	Item Description	Stamp Configuration
4493	32¢	(E)	Endangered Species	Pane of 15
4494	32¢	(E)	Iowa Statehood	Pane of 50
4495	32¢	(E)(G)	Fulbright Scholarship	Pane of 50
4496	32¢	(E)	Breast Cancer Awareness	Pane of 20
4498	32¢	(E)	Computer Technology	Pane of 40

—Stamp Services, Marketing, 8-28-97

## Publication 9, 1997 Edition, Available Soon

The 1997 edition of Publication 9, *Free Stamp Catalogs*, will be available from the material distribution centers (MDCs) after August 30, 1997. This "take-one" brochure is designed to be used at most post office windows and lobbies in place of *USA Philatelic*, the current catalog of stamps and stamp products. Publication 9 provides customers with a business reply card with which to order *USA Philatelic*. Together with the 1 800 STAMP-24 number, this brochure allows postal customers to send for a catalog, which will enable them to order any stamp or philatelic product not available locally. The success of the first edition (1996) was phenomenal, increasing our customer mailing list by nearly 50 percent and adding nearly 15 percent more customers to our mail order catalog sales. Remember that mail order revenue generated through catalog sales is credited back to the local post office, based on customers' ZIP Codes.

Please use the following information when ordering Publication 9:

PSIN: PUB9  
 Edition Date: 1997  
 PSN: 7610-03-000-4604  
 Quick Pick Number: 458  
 Unit of Issue: PK (package) (50 brochures per PK)

Post offices must place orders directly with their MDC. Each requesting office must have a FEDSTRIP number; all supplies are mailed to the address assigned to the FEDSTRIP number. To obtain a FEDSTRIP number or to change the address assigned to your FEDSTRIP number, contact your district material management specialist.

Larger post offices (CAGs A–G) will receive an automatic distribution of one package (50 brochures) and a counter card for their display. These are being shipped in late August, and shipments may continue through mid-September. Automatic distribution to smaller post offices is not being repeated this year due to comments that display space was not available and/or local demand for the brochures did not justify the shipment of 50 brochures. Post offices that do not receive an automatic distribution but have available display space for a counter card may order them directly from their MDC. Please use the following information when ordering counter cards:

PSIN: PUBQ7603  
 PSN: 7610-04-000-0986  
 Unit of Issue: 1 per package

—Stamp Services, Marketing, 8-28-97

## Next *USA Philatelic* Available Soon

The next edition of *USA Philatelic* (Fall 1997) will appear in late August. Most copies will be mailed directly to catalog customers. Catalog sales are a significant source of revenue for the Postal Service, and post offices are reminded that all sales are credited back to the local post offices, based on the customers' ZIP Codes.

All post offices will receive one informational copy of each catalog. Because post offices may have occasional need for additional catalogs, limited additional supplies will be produced and made available for stamp shows, temporary stations, etc. In most instances, the Publication 9 brochure will be just as efficient and far more cost-effective (it allows customers to send for a free catalog). See the article about Publication 9 in this *Postal Bulletin* for more information. Post offices may request limited quantities of *USA Philatelic* catalogs from:

INFORMATION FULFILLMENT  
US POSTAL SERVICE  
DEPT 6270  
PO BOX 419014  
KANSAS CITY MO 64141-6014

Please note that this is a new address. Information fulfillment is no longer done from Grand Rapids, Minnesota.

Be certain to include a complete shipping address, finance number, and quantity required for each requesting location. Submit catalog requests for quantities over 50 for special events or promotions to the address above at least 3 months in advance, allowing time for additional quantities to be printed.

—Stamp Services, Marketing, 8-28-97

## Pictorial Cancellations Announcement 97-18

As a community service, the Postal Service offers pictorial cancellations to commemorate local events celebrated in communities throughout the nation. A list of upcoming events for which pictorial cancellations are authorized appears below. If available, the sponsor of the pictorial cancellation appears in italics under the date. Also provided, as space permits, are illustrations of those cancellations that were reproducible and available at press time.

People attending these local events may obtain the cancellation in person at the temporary post office station established there. Those who cannot attend the event, but who wish to obtain the cancellation, may submit a mail order request. Pictorial cancellations are available only for the dates indicated, and *requests must be postmarked no later than 30 days following the requested pictorial cancellation date.*

All requests must include a stamped envelope or postcard bearing at least the minimum First-Class Mail postage (32 cents per envelope or 20 cents per postcard). Items sub-

mitted for cancellation may not include postage issued after the date of the requested cancellation. Such items will be returned unserved.

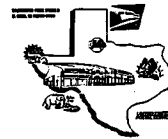
Customers wishing to obtain a cancellation should affix stamps to any envelope or postcard of their choice, address the envelope or postcard to themselves or others, insert a card of postcard thickness in envelopes for sturdiness, and tuck in the flap. Place the envelope or postcard in a larger envelope and address it to: PICTORIAL CANCELLATIONS, followed by the NAME OF THE STATION, ADDRESS, CITY, STATE, ZIP + 4 CODE, exactly as listed below (using all capitals and no punctuation, except the hyphen in the ZIP + 4 code).

After applying the pictorial cancellation, the Postal Service returns the envelope or postcard through the mail. Customers who want their serviced item returned under protected cover should include a larger, stamped, self-addressed envelope.



August 7-17, 1997

IOWA STATE FAIR STATION  
POSTMASTER  
1165 2<sup>ND</sup> AVE  
DES MOINES IA 50318-9998



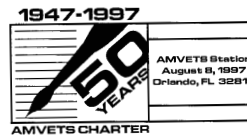
August 8, 1997

WASHINGTON PARK STATION  
POSTMASTER  
5300 E PAISANO DR  
EL PASO TX 79905-9998



August 8, 1997

BEAR BRYANT STATION  
POSTMASTER  
6701 WINTON BLOUNT BLVD  
MONTGOMERY AL 36119-9813



August 8, 1997

AMVETS STATION  
POSTMASTER  
10401 POST OFFICE BLVD  
ORLANDO FL 32818-9998



August 8, 1997

CAPITOL CITY MILITARY GALA STATION  
POSTMASTER  
2000 ROYAL OAKS DR  
SACRAMENTO CA 95813-9998



August 8, 1997

*Huckleberry Festival*  
HUCKLEBERRY STATION  
POSTMASTER  
10401 POST OFFICE BLVD  
TROUT CREEK MT 59874-9998



August 8, 1997

CORNISH FAIR STATION  
POSTMASTER  
PO BOX 9998  
CORNISH ME 04020-9998



August 8, 1997

EL MERCADO STATION  
POSTMASTER  
PO BOX 9998  
HIALEAH FL 33016-9998



August 8, 1997

CENTENNIAL STATION  
POSTMASTER  
PO BOX 9998  
STONINGTON ME 04681-9998



VIOLA VALLEY HOMECOMING  
STATION  
AUGUST 8-9, 1997  
VIOLA TN 37394

August 8 & 9, 1997

*Viola Valley Homecoming Committee*  
VIOLA VALLEY HOMECOMING STATION  
POSTMASTER  
10301 VIOLA HWY  
VIOLA TN 37394-9998



August 8, 1997

FUNGAL STATION  
POSTMASTER  
PO BOX 9998  
PAUL SMITHS NY 12970-9998



August 8 & 9, 1997

NORTHWOODS STATION  
POSTMASTER  
PO BOX 9998  
LUPTON MI 48635-9998





**MARITIME DAYS STATION**  
AUGUST 8, 1997  
MARINE CITY, MI 48039

August 8 & 9, 1997  
MARITIME DAYS STATION  
POSTMASTER  
PO BOX 9998  
MARINE CITY MI 48039-9998



August 9, 1997  
ROWTOWN JUNIOR CENTENNIAL  
ANNIVERSARY STATION  
POSTMASTER  
BEECH ST  
JUNIOR WV 26275-9998



**Air Power Display Station**  
CELEBRATING 20 YEARS  
August 8, 1997  
St. Paul, MN 55107

August 8-10, 1997  
AIR POWER DISPLAY STATION  
POSTMASTER  
180 E KELLOGG BLVD  
ST PAUL MN 55101-9998



August 9, 1997  
*Jefferson County Historical Society*  
JOHN STEUART CURRY CENTENNIAL  
YEAR STATION  
POSTMASTER  
302 WASHINGTON ST  
OSKALOOSA KS 66066-9998



August 8-10, 1997  
STAMP EXPO STATION  
POSTMASTER  
600 LINCOLN AVE  
PASADENA CA 91109-9998



August 9, 1997  
PLACER HIGH 100TH CENTENNIAL  
STATION  
POSTMASTER  
371 NEVADA ST  
AUBURN CA 95603-9998

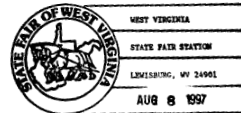


**U. S. NATIONAL  
HOT AIR BALLOON  
CHAMPIONSHIPS**  
FAIRGROUNDS STATION  
COLUMBIA, MO 65205

August 8-16, 1997  
FAIRGROUNDS STATION  
POSTMASTER  
PO BOX 9998  
COLUMBIA MO 65205-9998



August 9, 1997  
IMMACULATE STATION  
POSTMASTER  
PO BOX 9998  
IMMACULATE PA 19345-9998



August 8-17, 1997  
WEST VIRGINIA STATE FAIR STATION  
POSTMASTER  
204 E WASHINGTON ST  
LEWISBURG WV 24901-9998



August 9, 1997  
*Cygnets Civic Committee*  
CYGNET OIL BOOM FESTIVAL STATION  
POSTMASTER  
335 FRONT ST  
CYGNET OH 43413-9998



August 9, 1997  
AMERICA THE BEAUTIFUL STATION  
POSTMASTER  
2 GOVERNMENT CTR  
FALL RIVER MA 02720-9998



August 9, 1997  
COMBAT WOUNDED VETERANS STATION  
POSTMASTER  
2000 ROYAL OAKS DR  
SACRAMENTO CA 95813-9998



August 9, 1997  
HISTORICAL SQUARE STATION  
POSTMASTER  
104 BENTON AVE W  
ALBIA IA 52531-9998



August 9, 1997  
*Rural Riders Express It QWL Team*  
CIVIL WAR REENACTMENT STATION  
POSTMASTER  
4434 MIDDLE ST  
HOMEWORTH OH 44634-9998



August 9, 1997  
*Longaberger Basket*  
REUNION BEE STATION  
POSTMASTER  
15 W 8<sup>TH</sup> ST  
DRESDEN OH 43821-9998



August 9, 1997  
125TH ANNIVERSARY STATION  
POSTMASTER  
206 5TH ST  
AXTELL KS 66401-9998



August 9, 1997  
CLASSIC AMERICAN AIRCRAFT STATION  
POSTMASTER  
7117 W HARRY ST  
WICHITA KS 67276-9998



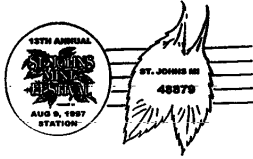
August 9, 1997  
BUTTERFIELD DAYS STATION  
POSTMASTER  
PO BOX 9998  
FLORENCE MO 65329-9998



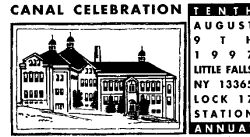
August 9, 1997  
BARN STATION  
POSTMASTER  
PO BOX 9998  
RAQUETTE LAKE NY 13436-9998



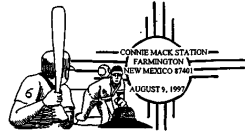
August 9, 1997  
HARVEST FESTIVAL STATION  
POSTMASTER  
100 MAIN ST  
REMER MN 56672-9998



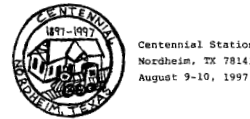
August 9, 1997  
 ST JOHNS MINT FESTIVAL STATION  
 POSTMASTER  
 PO BOX 9998  
 ST JOHNS MI 48879-9998



August 9 & 10, 1997  
 LOCK 17 STATION  
 POSTMASTER  
 25 W MAIN ST  
 LITTLE FALLS NY 13365-9998



August 9, 1997  
 Animas Valley Stamp Club  
 CONNIE MACK STATION  
 POSTMASTER  
 PO BOX 9998  
 FARMINGTON NM 87401-9998



August 9 & 10, 1997  
 CENTENNIAL STATION  
 POSTMASTER  
 BROADWAY  
 NORDHEIM TX 78141-9998



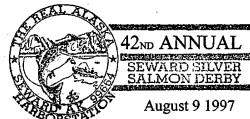
August 9, 1997  
 Beason 125th Year Anniversary Committee  
 BEASONS 125TH YEAR ANNIVERSARY  
 CELEBRATION STATION  
 POSTMASTER  
 PO BOX 9998  
 BEASON IL 62512-9998



August 9-17, 1997  
 Bethlehem Musikfest Association  
 MUSIKFEST STATION  
 POSTMASTER  
 PO BOX 9998  
 BETHLEHEM PA 18016-9998



August 9, 1997  
 140 YEARS SURRENDER STATION  
 POSTMASTER  
 190 CANADA ST  
 LAKE GEORGE NY 12845-9998



August 9-17, 1997  
 HARBOR STATION  
 POSTMASTER  
 507 MADISON AVE  
 SEWARD AK 99664-9998



August 9, 1997  
 Mendota Museum and Historical Society  
 UNION DEPOT RAILROAD MUSEUM  
 DEDICATION STATION  
 POSTMASTER  
 818 WASHINGTON ST  
 MENDOTA IL 61342-9998



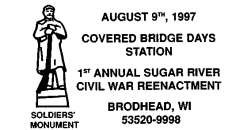
August 10, 1997  
 SUMMERFEST COUNTRYSTYLE STATION  
 POSTMASTER  
 PO BOX 9998  
 BANGOR WI 54614-9998



August 9, 1997  
 CLASSIC AMERICAN AIRCRAFT STATION  
 POSTMASTER  
 120 N 1ST ST  
 ASHLAND OR 97520-9998



August 10, 1997  
 PITTSFIELD BICENTENNIAL STATION  
 POSTMASTER  
 8 GENESEE ST  
 NEW BERLIN NY 13411-9998



August 9, 1997  
 COVERED BRIDGE DAYS STATION  
 POSTMASTER  
 PO BOX 9998  
 BRODHEAD WI 53520-9998



August 10, 1997  
 BELFRY STATION  
 POSTMASTER  
 PO BOX 9998  
 BROOKFIELD VT 05036-9998



August 9 & 10, 1997  
 CENTENNIAL STATION  
 POSTMASTER  
 PO BOX 9998  
 NEW ULM MN 56073-9998



August 10, 1997  
 VALLEY CURTAIN STATION  
 POSTMASTER  
 330 RAILROAD AVE  
 RIFLE CO 81650-9998



August 9 & 10, 1997  
 Muncie Visitor Bureau  
 BALLOON STATION  
 POSTMASTER  
 501 W MEMORIAL  
 MUNCIE IN 47302-9998



August 10, 1997  
 THE DOLL STATION  
 POSTMASTER  
 PO BOX 9998  
 HASBROUCK HEIGHTS NJ 07604-9998



August 9 & 10, 1997  
 USPS/Ash Exeter Historical Society/Carleton Rotary Club  
 CARLETON HERITAGE DAYS STATION  
 POSTMASTER  
 1050 MONROE ST  
 CARLETON MI 48117-9998



August 11, 1997  
 ENDANGERED SPECIES STATION  
 POSTMASTER  
 PO BOX 9998  
 ALTAMONT NY 12009-9998



AUGUST 11-15 1997  
SENTIMENTAL JOURNEY  
STATION  
WHEELING WV 26003

August 11-15, 1997  
*Wheeling-Ohio County Airport*  
SENTIMENTAL JOURNEY STATION  
POSTMASTER  
2501 CHAPLINE ST  
WHEELING WV 26003-9998

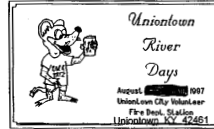


August 13, 1997  
ENDANGERED SPECIES STATION  
POSTMASTER  
PO BOX 9998  
ALBANY NY 12009-9998



August 11 1997  
Delaware County Fair  
Delaware County Bicentennial Year  
111th Fair Station  
Walker, NY 13856

August 11-16, 1997  
111TH FAIR STATION  
POSTMASTER  
34 GARDINER PL  
WALTON NY 13856-9998



August 13-16, 1997  
*Uniontown City Volunteer Fire Department*  
UNIONTOWN RIVER DAYS  
POSTMASTER  
PO BOX 9998  
UNIONTOWN KY 42461-9998

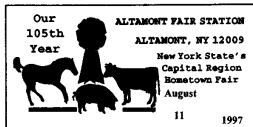
94th NLPM Convention Station  
August 11, 1997  
Keystone, CO 80435



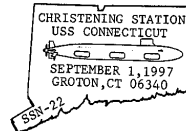
August 11-16, 1997  
NLPM CONVENTION STATION  
POSTMASTER  
PO BOX 9998  
KEYSTONE CO 80435-9998



August 14, 1997  
ENDANGERED SPECIES STATION  
POSTMASTER  
PO BOX 9998  
ALBANY NY 12009-9998



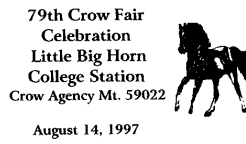
August 11-17, 1997  
ALBANY FAIR STATION  
POSTMASTER  
PO BOX 9998  
ALBANY NY 12009-9998



August 14, 1997  
CHRISTENING STATION  
POSTMASTER  
100 PLAZA CT  
GROTON CT 06340-9998



August 12, 1997  
ENDANGERED SPECIES STATION  
POSTMASTER  
PO BOX 9998  
ALBANY NY 12009-9998



August 14-17, 1997  
*Little Big Horn College*  
LITTLE BIG HORN COLLEGE STATION  
POSTMASTER  
PO BOX 9998  
CROW AGENCY MT 59022-9998

August 12 & 13, 1997  
*Microscopy Society of America, Microbeam Analysis Society, Histochemical Society*  
M&M STATION  
POSTMASTER  
2200 ORANGE AVE #206  
CLEVELAND OH 44101-9613



August 14-17, 1997  
COUNTY FAIR STATION  
POSTMASTER  
PO BOX 9998  
WRENSHALL MN 55797-9998



August 12-14, 1997  
125TH ANNIVERSARY CELEBRATION  
STATION  
POSTMASTER  
124 S WALNUT ST  
STOCKTON KS 67669-9998



August 14-23, 1997  
FUN FOUR ALL STATION  
POSTMASTER  
PO BOX 9998  
SEDALIA MO 65301-9998

(ARTWORK UNAVAILABLE)

August 12-15, 1997  
OREGON TRAIL STATION  
POSTMASTER  
715 NW HOYT ST  
PORTLAND OR 97208-9998



August 14-24, 1997  
*Kentucky State Fair Board*  
KENTUCKY STATE FAIR  
POSTMASTER  
PO BOX 31905  
LOUISVILLE KY 40231-9905



August 12-17, 1997  
CANOE RACE STATION  
POSTMASTER  
PO BOX 9998  
NILES MI 49120-9998



August 15, 1997  
CARNATION FESTIVAL STATION  
POSTMASTER  
4210 WADSWORTH BLVD  
WHEAT RIDGE CO 80033-9998



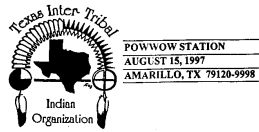
August 13, 1997  
FORT HALL HUB OF THE WEST  
CONVENTION STATION  
POSTMASTER  
730 E CLARK ST  
POCATELLO ID 83201-9998



August 15, 1997  
THE MICHIGAN FESTIVALS SPARTAN  
STATION  
POSTMASTER  
PO BOX 9998  
EAST LANSING MI 48823-9998

(ARTWORK UNAVAILABLE)

August 15, 1997  
CENTENNIAL STATION  
POSTMASTER  
206 W COMMERCIAL ST  
EAST ROCHESTER NY 14445-9998



August 15-17, 1997  
*Texas Inter-Tribal Indian Organization*  
POWWOW STATION  
AUGUST 15, 1997  
AMARILLO, TX 79120-9998  
POWWOW STATION  
POSTMASTER  
2301 ROSS ST  
AMARILLO TX 79120-9998



August 15, 1997  
LITTLE FALLS STATION  
POSTMASTER  
27 E BROADWAY  
LITTLE FALLS MN 56345-9998



August 15-17, 1997  
WOODSMEN'S STATION  
POSTMASTER  
100 MAIN ST  
BOONVILLE NY 13309-9998



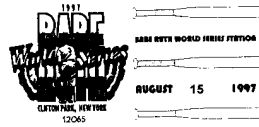
August 15, 1997  
ENDANGERED SPECIES STATION  
POSTMASTER  
PO BOX 9998  
ALTAMONT NY 12009-9998



August 15-17, 1997  
ATLANTIC RARITIES COIN EXPO STATION  
POSTMASTER  
900 E FAYETTE ST  
BALTIMORE MD 21233-9715



August 15, 1997  
SUSSEX COUNTY FAIRGROUND STATION  
POSTMASTER  
33 US HWY 206  
AUGUSTA NJ 07822-9998



August 15-17, 1997  
BABE RUTH WORLD SERIES STATION  
POSTMASTER  
1764 ROUTE 9  
CLIFTON PARK NY 12065-9998



August 15, 1997  
MCLEOD COUNTY FAIR STATION  
POSTMASTER  
245 MAIN ST S  
HUTCHINSON MN 55350-9998

(ARTWORK UNAVAILABLE)

August 15-23, 1997  
*Wilson County Promotions, Inc.*  
FIDDLERS GROVE STATION  
POSTMASTER  
226 E GAY ST  
LEBANON TN 37087-9998



August 15 & 16, 1997  
TOY TRAIN OPERATING SOCIETY  
NATIONAL CONVENTION STATION  
POSTMASTER  
1335 JEFFERSON RD  
ROCHESTER NY 14692-9998



August 16, 1997  
*Int'l Washer Pitchin' Executive Committee*  
INTERNATIONAL WASHER PITCHIN  
CONTEST STATION  
POSTMASTER  
PO BOX 2500  
YORKVILLE TN 38389-9998



August 15-17, 1997  
LILLY STATION  
POSTMASTER  
PO BOX 9998  
FLAT TOP WV 25951-9998



August 16, 1997  
*City of Crockett Mills*  
COTTON FESTIVAL STATION  
POSTMASTER  
5701 RICHARDSON LANDING RD  
CROCKETT MILLS TN 38021-9998



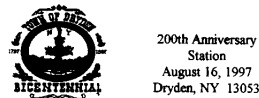
August 15-17, 1997  
PARKERSBURG HOMECOMING  
POSTMASTER  
401 JULIANA ST  
PARKERSBURG WV 26101-9998



August 16, 1997  
ENDANGERED SPECIES STATION  
POSTMASTER  
PO BOX 9998  
ALTAMONT NY 12009-9998



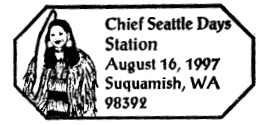
August 15-17, 1997  
TRAILS WEST STATION  
POSTMASTER  
201 S 8TH ST  
ST JOSEPH MO 64501-9998



August 16, 1997  
200TH ANNIVERSARY STATION  
POSTMASTER  
27 W MAIN ST  
DRYDEN NY 13053-9998



August 15-17, 1997  
DOLL & TEDDY BEAR EXPO EAST  
STATION  
POSTMASTER  
900 BRENTWOOD RD NE  
WASHINGTON DC 20066-9998



August 16, 1997  
*Suquamish Tribe*  
CHIEF SEATTLE DAYS STATION  
POSTMASTER  
18485 AUGUSTA AVE  
SUQUAMISH WA 98392-9998



Hampden Station  
AUG. 16, 1997  
Hampden  
Maine 04444

August 16, 1997  
HAMPDEN STATION  
POSTMASTER  
114 WESTERN AVE  
HAMPDEN ME 04444-9998



WOODWARD DREAM CRUISE STATION  
AUGUST 16, 1997  
PLEASANT RIDGE, MI 48069

August 16, 1997  
WOODWARD DREAM CRUISE STATION  
POSTMASTER  
PO BOX 9998  
PLEASANT RIDGE MI 48069-9998



August 16, 1997  
WILD WEST DAYS  
STATION  
Viroqua, WI 54665

August 16 & 17, 1997  
WILD WEST DAYS STATION  
POSTMASTER  
119 E JEFFERSON ST  
VIROQUA WI 54665-9998



WOODWARD DREAM CRUISE STATION  
AUGUST 16, 1997  
HUNTINGTON WOODS, MI 48079

August 16, 1997  
WOODWARD DREAM CRUISE STATION  
POSTMASTER  
PO BOX 9998  
HUNTINGTON WOODS MI 48070-9998



AUG. 16, 1997  
MCCOMB, OH  
45858

August 16, 1997  
SESQUICENTENNIAL CELEBRATION  
STATION  
POSTMASTER  
116 W SOUTH ST  
MCCOMB OH 45858-9998



WOODWARD DREAM CRUISE STATION  
AUGUST 16, 1997  
BERKLEY, MI 48072

August 16, 1997  
WOODWARD DREAM CRUISE STATION  
POSTMASTER  
PO BOX 9998  
BERKLEY MI 48072-9998



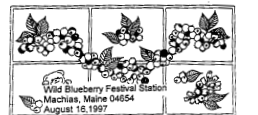
HARVEST  
FEST  
STATION  
August 16, 1997  
FORT STOCKTON TX 79735

August 16, 1997  
HARVEST FEST STATION  
POSTMASTER  
106 E 4TH ST  
FORT STOCKTON TX 79735-9998



Toy Soldier Station  
COLUMBIA, SC 29201  
AUGUST 16, 1997

August 16, 1997  
TOY SOLDIER STATION  
POSTMASTER  
1601 ASSEMBLY ST  
COLUMBIA SC 29201-9998



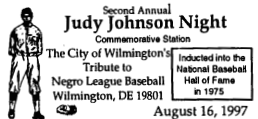
Wild Blueberry Festival Station  
Machias, Maine 04654  
August 16, 1997

August 16, 1997  
WILD BLUEBERRY FESTIVAL STATION  
POSTMASTER  
51 COURT ST  
MACHIAS ME 04654-9998



18th Anniversary  
1981-1997  
THE SALT RIVER TIGERS  
Address County Marine War Veterans'  
Monument Dedication Station  
August 16, 1997  
Lawrenceburg, Kentucky 40342

August 16, 1997  
Kentucky Historical Society  
ANDERSON COUNTY MEXICAN WAR  
VETERANS MONUMENT REDEDICATION  
STATION  
PO BOX 9998  
LAWRENCEBURG KY 40342-9998



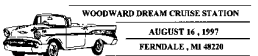
Second Annual  
Judy Johnson Night  
Commemorative Station  
The City of Wilmington's  
Tribute to  
Negro League Baseball  
Wilmington, DE 19801  
August 16, 1997

August 16, 1997  
City of Wilmington DE  
SECOND ANNUAL JUDY JOHNSON  
NIGHT COMMEMORATIVE STATION  
POSTMASTER  
PO BOX 7500  
WILMINGTON DE 19803-9998



Music Festival Station  
Music and Heritage Festival - 150th Anniversary  
August 16, 1997 - Singers Glen, Virginia 22850

August 16, 1997  
MUSIC FESTIVAL STATION  
POSTMASTER  
PO BOX 9998  
SINGERS GLEN VA 22850-9998



WOODWARD DREAM CRUISE STATION  
AUGUST 16, 1997  
FERNDALE, MI 48220

August 16, 1997  
Woodward Dream Cruise Committee  
WOODWARD DREAM CRUISE STATION  
POSTMASTER  
PO BOX 2500  
FERNDALE MI 48220-9995



150 YEARS  
Postage Stamps  
AMES DAY STATION  
AUGUST 16, 1997 AMES, OK 73718

August 16, 1997  
AMES DAY STATION  
POSTMASTER  
110 E MAIN  
AMES OK 73718-9998



WOODWARD DREAM CRUISE STATION  
AUGUST 16, 1997  
PONTIAC, MI 48343

August 16, 1997  
WOODWARD DREAM CRUISE STATION  
POSTMASTER  
PO BOX 9998  
PONTIAC MI 48343-9998



First Marine Helicopter Squadron  
1947 HMX-1 1997  
GOLDEN REUNION  
50th Anniversary Station  
August 16, 1997  
Quantico, VA 22134

August 16, 1997  
GOLDEN REUNION 50TH ANNIVERSARY  
STATION  
POSTMASTER  
2014 ANDERSON AVE  
QUANTICO VA 22134-9998



WOODWARD DREAM CRUISE STATION  
AUGUST 16, 1997  
BIRMINGHAM, MI 48012

August 16, 1997  
WOODWARD DREAM CRUISE STATION  
POSTMASTER  
PO BOX 9998  
BIRMINGHAM MI 48012-9998



"Remembrance & Honor"  
The Vietnam Moving Wall Station  
Enosburg Falls, VT 05450  
August 16, 1997

August 16, 1997  
THE VIETNAM MOVING WALL STATION  
POSTMASTER  
8 SCHOOL ST  
ENOSBURG FALLS VT 05450-9998



WOODWARD DREAM CRUISE STATION  
AUGUST 16, 1997  
ROYAL OAK, MI 48068

August 16, 1997  
WOODWARD DREAM CRUISE STATION  
POSTMASTER  
PO BOX 9998  
ROYAL OAK MI 48068-9998

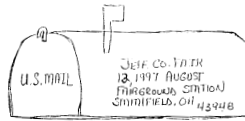


Wilder Fest Station  
Spring Valley, MN  
55975  
August 16, 1997

August 16, 1997  
WILDER FEST STATION  
POSTMASTER  
209 BROADWAY ST  
SPRING VALLEY MN 55975-9998



August 16, 1997  
 KNIFE RIVER STATION  
 POSTMASTER  
 119 HARMON AVE  
 STANTON ND 58571-9998



August 17, 1997  
 FAIRGROUND STATION  
 POSTMASTER  
 PO BOX 9998  
 BLOOMINGDALE OH 43910-9998



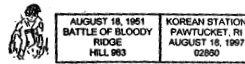
August 16, 1997  
 GRID IRON STATION  
 POSTMASTER  
 424 S KANSAS AVE  
 TOPEKA KS 66603-9611



August 17, 1997  
 Aurora Post Office  
 PAPA BEAR STATION  
 POSTMASTER  
 525 N BROADWAY  
 AURORA IL 60507-9998



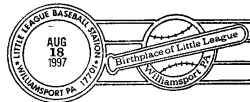
August 16, 1997  
 FAIRFIELD COMMUNITY FEST STATION  
 POSTMASTER  
 130 MAIN ST  
 FAIRFIELD ME 04937-9998



August 18, 1997  
 KOREAN STATION  
 POSTMASTER  
 40 MONTGOMERY ST  
 PAWTUCKET RI 02860-9998



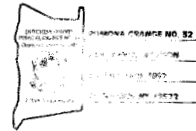
August 16, 1997  
 THE GREAT WENT STATION  
 POSTMASTER  
 PO BOX 9998  
 LIMESTONE ME 04750-9998



August 18-21 & 23, 1997  
 Little League Baseball Inc.  
 LITTLE LEAGUE BASEBALL STATION  
 POSTMASTER  
 PO BOX 9998  
 WILLIAMSPORT PA 17701-9998



August 16, 1997  
 Town of Nottingham  
 275TH ANNIVERSARY STATION  
 POSTMASTER  
 106 STAGE RD  
 NOTTINGHAM NH 03290-9998



August 19, 1997  
 POMONA GRANGE NO 32 CENTENNIAL  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 RHINEBECK NY 12572-9998



August 16, 1997  
 LOGGING DAYS STATION  
 POSTMASTER  
 2669 SANDERS DR  
 POLLOCK PINES CA 95726-9998



August 19-23, 1997  
 STONEFORT SOLDIERS & SAILORS  
 100TH REUNION STATION  
 POSTMASTER  
 PO BOX 9998  
 STONEFORT IL 62987-9998



August 16 & 17, 1997  
 Mount Gretna Art Association  
 OUTDOOR ART SHOW STATION  
 POSTMASTER  
 PO BOX 9998  
 MOUNT GRETN PA 17064-9998



August 19-24, 1997  
 FAIR STATION  
 POSTMASTER  
 29959 MARKET ST  
 HANOVERTON OH 44423-9998



August 17, 1997  
 ENDANGERED SPECIES STATION  
 POSTMASTER  
 PO BOX 9998  
 ALTAMONT NY 12009-9998



August 19-24, 1997  
 PORTAGE COUNTY RANDOLPH FAIR  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 RANDOLPH OH 44265-9998

(ARTWORK UNAVAILABLE)

August 17, 1997  
 AGNESS CENTENNIAL STATION  
 POSTMASTER  
 PO BOX 9998  
 AGNESS OR 97406-9998

# Post Offices

## Post Office Changes Number 14

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	05-5766	92059	CA	Pala	San Diego	Main Office	Post Office	07/26/97	Post office discontinued. Retain ZIP Code. Establish a classified station. Use Pala CA 92059 as last line of address.
New	05-5889	92061	CA	Pauma Valley	San Diego	Pala	Classified Branch	07/26/97	
Old	11-7035	32453	FL	Overstreet	Gulf	Main Office	Community Post Office	07/26/97	Community post office and ZIP Code discontinued. Establish a place name. Overstreet FL becomes an acceptable last line for use with ZIP Code 32456.
New	11-7740	32456	FL	Port St Joe	Gulf	Main Office	Place Name	07/26/97	
Old	18-5562	50852	IA	Maloy	Ringgold	Main Office	Post Office	07/19/97	Post office and ZIP Code discontinued. Establish a place name. Maloy IA becomes an acceptable last line for use with ZIP Code 50836.
New	18-0927	50836	IA	Blockton	Taylor	Main Office	Place Name	07/19/97	
Old	17-1980	46307	IN	Crown Point	Lake	Main Office	Post Office	09/13/97	Establish a new ZIP Code for post office boxes. Use Crown Point IN 46308 as last line of address for the post office boxes previously in ZIP Code 46307.
New	17-1980	46308	IN	Crown Point	Lake	Main Office	Classified Station	09/13/97	
Old	20-3676	42420	KY	Henderson	Henderson	Main Office	Post Office	02/01/98	Establish a new ZIP Code for post office boxes. Use Henderson KY 42419 as last line of address for the post office boxes previously in ZIP Code 42420.
New	20-3676	42419	KY	Henderson	Henderson	Main Office	Post Office	02/01/98	
Old	20-4740	42059	KY	Lola	Livingston	Main Office	Post Office	07/19/97	Post office and ZIP Code discontinued. Establish a place name. Lola KY becomes an acceptable last line for use with ZIP Code 42078.
New	20-6792	42078	KY	Salem	Livingston	Main Office	Post Office	07/19/97	
Old	26-6190	55789	MN	Toivola	Saint Louis	Main Office	Community Post Office	08/23/97	Community post office and ZIP Code discontinued. Establish a place name. Toivola MN becomes an acceptable last line for use with ZIP Code 55765.
New	26-6190	55765	MN	Meadowlands	Saint Louis	Main Office	Place Name	08/23/97	
Old	29-0890	59715	MT	Bozeman	Gallatin	Gallatin	Main Office	04/01/98	Establish a new ZIP Code for post office boxes. Use Bozeman MT 59719 as last line of address for new post office boxes in a new classified station. This amends PB 21950. New finance number was listed incorrectly.
New	29-0990	59719	MT	Bozeman	Gallatin	Main Office	Post Office	04/01/98	

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	35-4830	11101	NY	Long Island City	Queens	Main Office	Post Office	09/01/97	Establish a new ZIP Code for a delivery area. Use Long Island City NY 11109 as last line of address for a portion of the deliveries previously in ZIP Code 11101.
New	35-4830	11109	NY	Long Island City	Queens	Main Office	Post Office	09/01/97	
Old	35-4690	14144	NY	Stella Niagara	Niagara	Main Office	Post Office	07/19/97	Post office discontinued. Retain ZIP Code. Establish a community post office. Use Stella Niagara NY 14144 as last line of address.
New	35-4675	14092	NY	Lewiston	Niagara	Main Office	Community Post Office	07/19/97	
Old	41-0744	19422	PA	Penllyn	Montgomery	Main Office	Classified Branch	08/23/97	Classified branch discontinued. Retain ZIP Code. Use Blue Bell PA 19422 as last line of address.
New	41-0744	19422	PA	Blue Bell	Montgomery	Main Office	Place Name	08/23/97	
Old	46-9828	57483	SD	Zell	Spink	Main Office	Post Office	06/28/97	Post office and ZIP Code discontinued. Establish a place name. Zell SD becomes an acceptable last line for use with ZIP Code 57469.
New	46-7218	57469	SD	Redfield	Spink	Main Office	Place Name	06/28/97	
Old	46-4644	57545	SD	Keyapaha	Tripp	Main Office	Post Office	07/19/97	Post office and ZIP Code discontinued. Use Winner SD 57580 as last line of address.
New	46-9666	57580	SD	Winner	Tripp	Main Office	Place Name	07/19/97	
Old	54-2366	98327	WA	Dupont	Pierce	Main Office	Post Office	08/01/97	This announcement expands the use of ZIP Code 98327 to include delivery.
New	54-2366	98327	WA	Dupont	Pierce	Main Office	Post Office	08/01/97	
Old	56-3170	54176	WI	Underhill	Oconto	Main Office	Community Post Office	07/01/97	Community post office and ZIP Code discontinued. Establish a place name. Underhill WI becomes an acceptable last line for use with ZIP Code 54124.
New	56-3170	54124	WI	Gillet	Oconto	Main Office	Place Name	07/01/97	
Old	55-4752	26383	WV	Lima	Tyler	Main Office	Post Office	08/09/97	Post office and ZIP Code discontinued. Establish a place name. Lima WV becomes an acceptable last line of address for use with ZIP Code 26377.
New	55-4056	26377	WV	Jacksonburg	Wetzel	Main Office	Place Name	08/09/97	
Old	01-3180	35967	AL	Fort Payne	DeKalb	Main Office	Post Office	07/01/97	Establish a new ZIP Code for a delivery area. Use Fort Payne AL 35968 as last line of address for a portion of the deliveries and all post office boxes previously in ZIP Code 35967. This amends PB 21943.
New	01-3180	35968	AL	Fort Payne	DeKalb	Main Office	Post Office	07/01/97	



Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	05-2184	93217	CA	Di Giorgio	Kern	Main Office	Post Office	08/01/97	Post office and ZIP Code discontinued. Establish a place name. Di Giorgio CA becomes an acceptable last line for use with ZIP Code 93203.
New	05-0360	93203	CA	Arvin	Kern	Main Office	Place Name	08/01/97	
Old	07-8379	81333	CO	Slick Rock	San Miguel	Main Office	Post Office	07/12/97	Post office and ZIP Code discontinued. Establish a place name. Slick Rock becomes an acceptable last line for use with ZIP Code 81325.
New	07-2736	81325	CO	Egnar	San Miguel	Main Office	Place Name	07/12/97	
Old	19-8470	67479	KS	Smolan	Saline	Main Office	Post Office	07/05/97	Post office and ZIP Code discontinued. Establish a place name. Smolan KS becomes an acceptable last line for use with ZIP Code 67456.
New	19-5280	67456	KS	Lindsborg	McPherson	Main Office	Place Name	07/05/97	
Old	20-5492	40155	KY	Muldraugh	Mead	Main Office	Post Office	08/30/97	This announcement expands the use of ZIP Code 40155 to include delivery.
New	20-5492	40155	KY	Muldraugh	Mead	Main Office	Post Office	08/30/97	
Old	47-6072	37122	TN	Mount Juliet	Wilson	Main Office	Post Office	08/31/97	Establish a new ZIP Code for post office boxes. Use Mount Juliet TN 37121 as last line of address for new post office boxes in a new classified station.
New	47-6072	37121	TN	Mount Juliet	Wilson	Main Office	Post Office	08/31/97	

—Address Management, National Customer Support Center, 8-28-97

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## *Postal Employees*

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### **Thrift Savings Plan Loan Booklet**

#### **Revised Booklet**

The Thrift Savings Plan has issued a revised edition of the booklet TSP BK04, *Thrift Savings Plan Loan Program* (April 1997). **Prior editions of this booklet are obsolete. Personnel services offices must recycle or destroy their obsolete stock.**

#### **Distribution**

The material distribution centers (MDCs) are distributing this item to Human Resources at Customer Service and Sales district offices, area offices, processing and distribution centers, bulk mail centers, airport mail centers, remote encoding centers, the Employee Service Center for the DC

Metro Area, Headquarters, and selected Headquarters field units. Following the automatic distribution, offices may order TSP BK-04 (April 1997, NSN 7530-03-000-9362) from the MDCs.

#### **Use**

Personnel services offices should make this booklet available to TSP participants upon request.

—*Compensation and Benefits,  
Human Resources, 8-28-97*

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### **New Poster 42, *FLSA Notice***

Poster 42, *Fair Labor Standards Act Notice*, has been revised to reflect the new federal minimum wage. Offices should remove earlier editions from bulletin boards and replace them with a copy of the revised poster on page 77.

The Fair Labor Standards Act (FLSA) requires employers to permanently post this information in conspicuous places in every location so that employees may readily observe the FLSA requirements on the way to or from their place of employment.

—*Human Resources, 8-28-97*

NOTICE TO ALL EMPLOYEES

# THRIFT SAVINGS PLAN FACT SHEET

C, F, and G Fund Monthly Returns

Released August 8, 1997

<b>MONTHS</b>	<b>C</b>	<b>F</b>	<b>G</b>
1989 JAN.-DEC. %	31.03	13.89*	8.81
1990	-3.15	8.00*	8.90
1991	30.77	15.75	8.15
1992	7.70	7.20	7.23
1993	10.13	9.52	6.14
1994	1.33	-2.96	7.22
1995	37.41	18.31	7.03
1996	22.85	3.66	6.76
<b>1996</b>			
AUGUST	2.07	-.18	.58
SEPTEMBER	5.60	1.72	.58
OCTOBER	2.74	2.21	.58
NOVEMBER	7.54	1.69	.53
DECEMBER	-1.97	-.93	.53
<b>1997</b>			
JANUARY	6.22	.30	.56
FEBRUARY	.79	.24	.51
MARCH	-4.13	-1.11	.57
APRIL	6.00	1.49	.58
MAY	6.07	.94	.58
JUNE	4.45	1.18	.56
JULY	7.94	2.69	.57
<b>LAST 12 MONTHS</b>	<b>51.88</b>	<b>10.64</b>	<b>6.95</b>

\*Through 1990 the F Fund was invested in the Wells Fargo Bond Index Fund.

The C Fund is invested in the Barclays Equity Index Fund, which tracks the S&P 500 stock index. The F Fund is invested in the Barclays U.S. Debt Index Fund, which tracks the Lehman Brothers Aggregate Bond index. Because of expenses and changing balances in the C and F Funds, their returns vary from Barclays' returns. The G Fund is invested in special issues of U.S. Treasury securities.

Future performance of the three funds will vary and may differ significantly from the returns shown above. See the "Summary of the Thrift Savings Plan" for detailed information about the funds and their investment risks.

The monthly C, F, and G Fund returns represent net earnings after deduction of accrued administrative expenses. The C and F Fund returns also reflect the deduction of trading costs and accrued investment management fees.

The C, F, and G Fund monthly returns are dollar-weighted: they reflect net earnings on the changing balances invested during the month. The C, F, and G Fund returns for the last 12 months assume, except for the crediting of earnings, unchanging balances (time-weighting) from month to month and that earnings are compounded on a monthly basis.

**Federal Retirement Thrift Investment Board**



Please post on bulletin boards.  
Destroy all previous notices.

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# To Employees of The U.S. Postal Service

The Fair Labor Standards Act as amended  
(the Federal Minimum Wage Law) requires:

An hourly minimum wage of at least:  
\$5.15 – Effective the first pay period  
beginning after September 1, 1997

And overtime pay at 1-1/2 times the  
employee's regular rate of pay after 40  
hours work in a workweek.

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#### **Exemptions:**

There are specific exemptions from the minimum wage and overtime pay requirements for individuals employed as bona fide executive, administrative or professional employees (who meet the requirements of Department of Labor Regulations defining these terms).

#### **Child Labor:**

16 years is the minimum age for most occupations. An 18-year minimum applies to hazardous occupations. Youths 14 and 15 years of age may work in various jobs outside school hours under specified conditions of work.

#### **Equal Pay:**

An employer may not discriminate on the basis of sex by paying employees of one sex at rates lower than those paid to employees of the opposite sex in the same establishment for doing equal work on jobs requiring substantially equal skill, effort, and responsibility which are performed under similar working conditions.

#### **Age Discrimination:**

Arbitrary age discrimination in employment is prohibited by the Age Discrimination in Employment Act. Generally individuals who are at least 40 years of age are protected from age discrimination in matters of hiring, discharge, compensation, or other terms, conditions or privileges of employment.

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The Department of Labor may bring action against the Postal Service for law violations. Courts may order payment of back wages or fines.

The Act prohibits discharging, or discriminating against, an employee who has filed a complaint or participated in a proceeding under the Act.

The law requires employers to display this poster where employees can readily see it.

Additional information may be obtained from local offices of the Wage and Hour Division. Consult your telephone directory under U.S. Government, Department of Labor, or write to:

U.S. Department of Labor  
Employment Standards Administration  
Wage and Hour Division  
Washington, DC 20210-0001

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475 L'ENFANT PLAZA SW  
WASHINGTON DC 20260-1540

First-Class Mail  
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Permit No. G-10

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Person to Contact ( ) \_\_\_\_\_  
Daytime Telephone \_\_\_\_\_

- Change Quantity of Subscription  
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Current Quantity \_\_\_\_\_ New Quantity \_\_\_\_\_

**Distribution:** The GPO distributes the *Postal Bulletin* for the Postal Service to all postal facilities except classified stations and branches, contract postal units, and detached mail units, which receive copies from their administrative post office.

**Missing Issues:** If postal facilities that receive the *Bulletin* from GPO do not receive their order, they should call the *Postal Bulletin* editor at 202-268-2836. All other facilities should contact their administrative post office.

**Address and Quantity Changes and Subscription Problems:** Postal facilities may send address and quantity changes and subscription queries via cc:Mail to POSTAL BULLETIN or via the Internet to pbulleti@email.usps.gov. Please include old and new address and quantities, and the "P00" subscription number from your address label. Postal facilities may also complete this form and mail it to:

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475 L'ENFANT PLZ SW RM 2800  
WASHINGTON DC 20260-1540

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**Single Copies (back to 1 year):** To order extra copies or back issues, call MDC Customer Service at 800-332-0317 or send Form 7380, *MDC Supply Requisition*, to:

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**Subscription:** Domestic - \$83.00 per year; International - \$103.75 per year

**Subscription Orders:** 202-512-1800

**Subscription Inquiries:** 202-512-1806 Fax: 202-512-2250

**Single Copies (back to 16 issues):** Domestic - \$5.00; International - \$6.25

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Signature \_\_\_\_\_

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