

POSTAL BULLETIN

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PB 21976, July 16, 1998

New Rates, Fees, and Classifications Effective January 10, 1999

On June 29, 1998, the Governors of the Postal Service voted on recommendations from the Postal Rate Commission to change domestic rates and fees for various classes and services, to change a number of mail classifications, and to add a number of new classifications. The Board of Governors has directed that these changes be implemented at 12:01 a.m. on January 10, 1999.

On July 14, 1998, the Postal Service published in the *Federal Register* the revisions to the *Domestic Mail Manual* (DMM) necessary to implement these changes. Reprints of this *Federal Register* notice will be distributed to area and district implementation coordinators. Other information about implementation of this rate case can be found on the Postal Service web site (<http://www.usps.com> for customers, <http://blue.usps.gov> for employees).

The July issue of the *Mailers Companion* contains summaries of changes by class of mail. October issues of the *Mailers Companion* and *Postal Bulletin* will contain complete information about new rates, postage statements, DMM language, and international fees. The *Postal Bulletin* will also include information about revisions of Notice 123, *Ratefold*, Publication 95, *Quick Service Guides*, Publication 123, *Consumer's Guide to Postal Rates and Fees*, and Poster 123, *Postal Rates and Fees*.

Area and district implementation coordinators will continue to be the point of contact for rate implementation issues.

—*Mail Preparation and Standards, Marketing Systems, 7-16-98*

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Postal Bulletin Indexes

Quarterly Index	PB 21969 (4-9-98)
1997 Annual Index	PB 21962 (1-1-98)

Ordering Information: Following is the list of postal stock numbers (PSNs) to use when ordering copies of the *Postal Bulletin* from the MDCs:

PB 21976: 7690-04-000-2608
 PB 21975: 7690-04-000-2607
 PB 21974: 7690-04-000-2606
 PB 21973: 7690-04-000-2605
 PB 21972: 7690-04-000-2604
 PB 21971: 7690-04-000-2603
 PB 21970: 7690-04-000-2602
 PB 21969: 7690-04-000-2601

The *Postal Bulletin* is published biweekly, effective for 1 year unless article changes the text of permanent directives, or unless otherwise specified.

Administrative Services

INTEREST RATE UPDATE

Interest Rate on Contract Claims

The Postal Service periodically publishes in the *Postal Bulletin* the interest rate payable on a claim decided in a contractor's favor, under the Contract Disputes Act of 1978. This rate also applies for late payments to contractors under the Prompt Payment Act, as amended.

The interest rate effective for the 6-month period beginning July 1, 1998, and ending December 31, 1998, is 6 percent.

—*Purchasing Policies and Programs,
Purchasing and Materials, 7-16-98*

Y2K UPDATE

Year 2000 Component Inventory

To successfully sustain USPS operations to and through the Year 2000, a major effort has been undertaken to establish an inventory of all components at each facility by **July 30, 1998**. The purpose of taking inventory is to determine what components exist that may be affected by the century conversion, where they are located, and what actions will be required for each component to avoid potential Year 2000 failures.

Year 2000 area and performance cluster coordinators are being assigned to assist with Year 2000 efforts. In addition, the Year 2000 Program Management Office (PMO) has developed an Inventory Toolkit to assist with the inventory collection process. The toolkit contains the following documents:

- Inventory collection instructions
- Electronic inventory worksheets
- Inventory checklists by functional area (software applications, mail processing equipment, facilities building systems, information technology infrastructure)
- Appendices with existing national and local inventories

The PMO is also in the process of publishing inventory consolidation and assessment guidelines. Inventory consolidation guidelines will provide insight on how to consolidate and store the inventory and how to facilitate the tracking of the assessment and remediation projects. Inventory assessment guidelines will provide a walk-through of the process for performing Year 2000 assessments on each inventory component. The assessment phase will determine the necessary level of remediation for each component. Both guidelines will be available mid-July.

Please contact Year 2000 area coordinators with any questions about Year 2000 processes and/or requests for the Inventory Toolkit and the consolidation and assessment guidelines.

—*Year 2000 Initiative PMO, 7-16-98*

ASBESTOS MANAGEMENT

Postal Service Releases New Policy on Asbestos Control

Management Instruction EL-810-98-1, *Asbestos-Containing Building Materials Control Programs*, was issued April 7, 1998. This Management Instruction, which replaces EL-810-94-3, is the Postal Service policy statement on control of asbestos-containing building materials (ACBMs) and is part of an asbestos compliance plan.

The Postal Service is committed to being a leader in asbestos management while enabling operational efficiency, promoting cost-effectiveness, and providing a safe environment. This Management Instruction assigns responsibility to managers at all levels to ensure proper management of ACBMs, prevention of potential health hazards to employees, and protection of core business processes from adverse impacts.

In May 1998, Handbook AS-556, *Asbestos Management Guide*, which covers asbestos management processes, procedures, and references, was released. Additional reference materials can be found on the Environmental Management Policy Postal IntraNet website (click on "USPS Organizations," then on "USPS Functional Organizations," then on "Environmental," then on "Nat'l. Strategy Programs," then on "Other Programs & Issues," and then on "Asbestos").

—Risk Management, Human Resources, 7-16-98

Address and Phone Number Change for Minneapolis Information Service Center

The Minneapolis Information Service Center will be moving. Effective August 10, 1998, please use the new address and phone numbers for all correspondence.

Address Change:

OLD: MINNEAPOLIS INFORMATION SERVICE CENTERS*
1 FEDERAL DR.
FT SNELLING MN 55111-(+ 4)*

***Note:** Also known as: Information Service Center, ISC, MISC, MNISC, Postal Data Center, PDC

NEW: INFORMATION SYSTEMS AND ACCOUNTING
SERVICE CENTERS
825 LONE OAK PARKWAY
EAGAN MN 55121-(+ 4)*

***Note:** The ZIP+4 codes will remain the same. If you need a list of ZIP+4 codes by department, contact the administrative services supervisor at: 612-725-1480 before August 10, 1998, or at 651-406-1480 after August 10, 1998.

Phone Number Change:

Old:	Numbers beginning with 612-725- or 612-794-
New:	Change to begin with 651-406-

Note: The last 4 digits for these will remain the same.

Old:	Numbers beginning with 612-293-
New:	Change to begin with 651-406-

Note: The last 4 digits for the old 612-293- exchange have changed! Before August 10, 1998, call the old number for a recording which will provide the new number. After August 10, 1998, for new 612-293- Involuntary Deductions numbers call 651-406-3600*, IBSSC numbers call 651-406-1304*.

*Call these numbers *only* if the old number begins with 612-293-

Minneapolis IS Customer Support

Call 800-877-7435 — Option 1 or 651-406-1222

If you need assistance with:

Retirement, Finance, Disbursing or Payroll Change	Press 1
Customer Support	Press 2
System Status Problems	Press 1
ETC, PSDS T&A, PCCTAPS or PCLTATS	Press 2
MFDC Network, Genicom	Press 3
ACDCS, OPS, Eagle Hub	Press 4
Performance Measurements, DATS or Scan Where You Band	Press 5
End of Run, MODS, PCMODS	Press 6
Host Utilities, Scales, PIMS or NIMICS	Press 7
All Other Applications, FTS 2000, Network and General Support	Press 8

—Minneapolis Information Service Center, 7-16-98

Directives and Forms Update

Effective immediately, Publication 223, *Directives and Forms Catalog* (November 1997), is revised. The tables below contain the document ID, edition date, title, national stock number (NSN), and the postal and public supply source for all new, revised, and obsolete directives and forms. Use this article to keep Publication 223 current. Information on how to order directives and forms can be

found in chapter 1 of Publication 223.

IWEB = Internet = <http://blue.usps.gov>; click on "Corporate Information," then "Policies and Procedures," then "Publications."

WWW = USPS webpage = www.usps.gov.

PE = Postal Explorer.

F3 = F3 Fill Software.

New Directives

Document ID	Edition Date	Title	NSN	Org	USPS Source	Public Source	Comments
MI EL-860-98-2	5/15/98	Employee Medical Records	7610-04-000-4838	HR	MDC	N/A	
PUB 128	3/98	Strategic Improvement Guide for Flats Processing	7610-04-000-4581	OS	MDC	N/A	
TAG 140	4/98	International/Military Priority Mail	7690-04-000-4697	IBU	MDC	N/A	

Revised Directives

Document ID	Edition Date	Title	NSN	Org	USPS Source	Public Source	Comments
NOT 25	9/98	Postal Planning Schedule	7610-02-000-9883	FIN	MDC	N/A	FY 1999 Planning Calendar
PUB 517	6/98	Valuepost Service Guide	7610-03-000-9274	IBU	MDC	P/F	
TAG 9	4/98	Perishable — Do Not Delay	7690-03-000-9306	OS	MDC	N/A	

Obsolete Directives

Document ID	Edition Date	Title	Obsolete Date	Replaced By
MI EL-810-94-3	2/23/94	Asbestos-Containing Building Materials Control Programs	June 15, 1998	MI EL-810-98-1

Revised Forms

Form Number	Edition Date	Oldest Usable Date	Title	NSN	Where Used	Unit of Issue	Org	USPS Source	Public Source
PS 2564-A	6/98	6/98	Information for Precomplaint Counseling	7530-02-000-7961	PS	SH	LR	MDC	N/A
PS 5366	3/98	3/98	Railroad Station Mail Report	7530-02-000-9457	PS	EA	OS	MDC	N/A
PS 7020	5/98	1/78	Authorized Absence from Workroom Floor (100/pad)	7530-02-000-9539	PS	PD	OS	MDC	N/A

Obsolete Forms

Form Number	Edition Date	Title	Obsolete Date	Replaced By
PS 53	7/80	Transfer Advice	June 22, 1998	N/A
PS 125-C	2/83	Lease or Rental Payment Authorization	June 25, 1998	N/A
PS 125-S	12/87	Lease or Rental Payment Authorization	June 25, 1998	N/A
PS 132	3/86	Correspondence Control System	June 24, 1998	N/A
PS 138	8/86	Correspondence Log	June 11, 1998	N/A
PS 181	9/79	Certificate of Training	June 26, 1998	N/A
PS 182-B	1/80	OTD Training Certificate — Management Academy Management Training Series	June 26, 1998	N/A
PS 182-C	9/80	OTD Training Certificate — Technical Center	June 26, 1998	N/A
PS 182-E	9/87	Certificate for Supervisory Training System	June 26, 1998	N/A
PS 182-F	1/90	Certificate of Training (Preprinted Signatures)	June 26, 1998	N/A
PS 182-G	1/89	Integrated Logistics Support System Training Certificate	June 16, 1998	N/A
PS 182-H	8/90	Management Training System Certificate	June 26, 1998	N/A

Form Number	Edition Date	Title	Obsolete Date	Replaced By
PS 182-J	10/90	Advanced Management Program Certificate	June 26, 1998	N/A
PS 182-K	10/90	Advanced Management Program Certificate	June 26, 1998	N/A
PS 182-Z	2/82	Postal Service Training and Development Institute Certificate	June 26, 1998	N/A
PS 427	2/74	Analysis Sheet	June 9, 1998	N/A
PS 509-B	11/86	ECMT Quantity Loss Record	June 25, 1998	N/A
PS 560	10/82	Technical Repair	June 9, 1998	N/A
PS 574	5/86	Shipping Instructions	June 9, 1998	N/A
PS 600	11/85	Selection Recommendation for IRM EAS Non-Bargaining Positions	June 22, 1998	N/A
PS 603	5/81	Record of Federal Employee Emergency Identification Card Issued	June 9, 1998	N/A
PS 693	8/79	Training Progress Report	June 9, 1998	N/A
PS 696-A	6/82	Memorandum of Understanding	June 9, 1998	N/A
PS 698-A	3/92	Inspection Service Routing Slip	June 9, 1998	N/A
PS 707	3/84	United States Postal Service Docket Number	June 11, 1998	N/A
PS 753	10/83	Board of Contract Appeals Log	June 11, 1998	N/A
PS 773-A	5/85	Records Reference Request	June 25, 1998	N/A
PS 992-A	9/87	Self-Assessment for PCES Candidacy	June 9, 1998	N/A
PS 992-B	6/92	Executive's Assessment for PCES Candidacy	June 9, 1998	N/A
PS 993	3/85	Postal Inspector Vacancy Notice	June 9, 1998	N/A
PS 994	2/92	Application for Renewal of PCES Candidate Status	June 9, 1998	N/A
PS 995-A	1/91	PCES Job Interest Statement	June 9, 1998	N/A
PS 995-B	1/91	PCES Individual Development Plan	June 9, 1998	N/A
PS 995-C	7/89	PCES Temporary Development Assignment	June 9, 1998	N/A
PS 1061	11/75	National ZIP Code Directory Preliminary and Street Data	June 23, 1998	N/A
PS 1068	7/83	Postal Police Officer Training Evaluation	June 9, 1998	N/A
PS 1079-C	11/91	Philatelic Product Inventory and Sales Report	June 30, 1998	N/A
PS 1208	5/82	Keypunch Utilization Record	June 22, 1998	N/A
PS 1220	10/85	Address Header Card	June 22, 1998	N/A
PS 1250	11/82	Staffing Change Request	June 22, 1998	N/A
PS 1271	12/89	Change Notice/Transmittal — Data Processing Documentation	June 22, 1998	N/A
PS 1272	12/89	Program Installation Request — Alert and Movesheet	June 22, 1998	N/A
PS 1289	12/70	Procedure Diagram — Computer Block Diagram	June 22, 1998	N/A
PS 1305	9/86	Data Entry Encoding Instructions	June 22, 1998	N/A
PS 1319	4/84	Report Layout	June 22, 1998	N/A
PS 1348	11/92	Work Authorization	June 25, 1998	N/A
PS 1354	7/77	Special ADP Request	June 22, 1998	N/A
PS 1463	2/76	Acquisition Status Report	June 25, 1998	N/A
PS 1519	1/89	Vesting of Title in the United States	June 22, 1998	N/A
PS 1635-A	9/74	Incoming Teletype Message Log	June 30, 1998	N/A
PS 1635-B	9/74	Outgoing Teletype Message Log	June 30, 1998	N/A
PS 1694	7/82	Mechanized Equipment Overhaul/Upgrade Worksheet	June 22, 1998	N/A
PS 1695	7/82	Mechanized Equipment Overhaul/Upgrade Justification Summary Sheet	June 24, 1998	N/A
PS 1698	7/82	Materials Listing for Overhaul/Upgrade	June 25, 1998	N/A
PS 1731	3/80	Supplementary Training Evaluation	June 9, 1998	N/A
PS 1806	9/81	Communication Log	June 24, 1998	N/A
PS 1951	2/72	Computer All Purpose Transcript	June 22, 1998	N/A
PS 2007-A	5/89	Window Transaction Record	June 29, 1998	N/A
PS 2007-B	12/79	Window Transaction Conversion	June 29, 1998	N/A
PS 2007-C	12/79	Window Transaction Survey	June 29, 1998	N/A
PS 2021	6/80	Examination Report Record	June 9, 1998	N/A
PS 2021-B	1/86	Examination Report Record	June 9, 1998	N/A
PS 2033	1/72	Criminal Justice Course	June 9, 1998	N/A
PS 2063	9/75	Courtesy and Violation Notices	June 9, 1998	N/A
PS 2086	3/79	Summary of Inspector Applicant	June 9, 1998	N/A

Form Number	Edition Date	Title	Obsolete Date	Replaced By
PS 2166	4/84	Claims Division/Chief Postal Inspector Memo	June 9, 1998	N/A
PS 2202	8/86	Daily Time Record	June 9, 1998	N/A
PS 2283	2/82	Recommendation for Facility Replacement	June 29, 1998	N/A
PS 2402	10/80	Headquarters Training Center Course Registration	June 9, 1998	N/A
PS 2405	12/79	Temporary Job Assignment Documentation	June 11, 1998	N/A
PS 2408	4/81	Employee Skill Proficiency	June 9, 1998	N/A
PS 2410	10/84	National Retirement Counseling System Request for Annuity Estimate	June 29, 1998	N/A
PS 2418	7/71	Confidential Statement of Employment and Financial Interests (for Special Postal Service Employees)	June 11, 1998	N/A
PS 2435	6/74	Headquarters Vacancy Announcement Reply	June 9, 1998	N/A
PS 2453	9/81	Performance Evaluation: MPLSM Keyboard Evaluator	June 26, 1998	N/A
PS 2465	12/73	Initial-Level Supervisor Examination (Numerical Copy)	June 23, 1998	N/A
PS 2482	11/94	Certificate of Confidence	June 23, 1998	N/A
PS 2495	4/71	LSM Daily Training Record	June 29, 1998	N/A
PS 2503	4/78	Management Trainee Program Candidate Rating Sheet	June 29, 1998	N/A
PS 2504	12/77	Management Trainee Program Managerial Analysis of Applicant	June 29, 1998	N/A
PS 2507	7/91	Management Academy Registration Form	June 29, 1998	N/A
PS 2528	1/88	Window Clerk's On-the-Job Training Evaluation	June 29, 1998	N/A
PS 2542	9/78	Craft Orientation and Skills Requirements	June 29, 1998	N/A
PS 2546	12/86	PAR A/P Activity Report	June 24, 1998	N/A
PS 2572	10/88	Injury Compensation Data Collection	June 29, 1998	N/A
PS 2600-T	6/83	In-Office Cost System Questionnaire — Training	June 11, 1998	N/A
PS 2601-A	7/89	TRACS 1A Air	June 15, 1998	N/A
PS 2601-H	7/89	TRACS 1H — Highway	June 15, 1998	N/A
PS 2601-K	7/91	TRACS 1K — Amtrak	June 15, 1998	N/A
PS 2601-R	7/89	TRACS 1R — Rail	June 16, 1998	N/A
PS 2602-K	7/91	TRACS 2K (Amtrak)	June 15, 1998	N/A
PS 2603-A	7/89	TRACS 3A — Air	June 15, 1998	N/A
PS 2692	2/86	System Information Request	June 22, 1998	N/A
PS 2713-A	11/70	Alaskan Airmail Dispatch	June 9, 1998	N/A
PS 2719	12/83	Personnel Data	June 9, 1998	N/A
PS 2772	5/77	Routing Revision Instructions	June 9, 1998	N/A
PS 2815	9/81	Notice to the Parties	June 11, 1998	N/A
PS 2819	3/84	Reassigning Order	June 11, 1998	N/A
PS 2821	6/81	Assigning Order	June 24, 1998	N/A
PS 2824	6/81	Notice of Right to Appeal	June 11, 1998	N/A
PS 2825	1/85	Order	June 11, 1998	N/A
PS 2825-A	10/87	Notice of Service	June 11, 1998	N/A
PS 2826	10/87	Notice of Docketing and Complaint Due Date	June 11, 1998	N/A
PS 3006	8/76	Disk Data Set Space Request	June 22, 1998	N/A
PS 3133	4/87	Correspondence Programs Answer Sheet	June 29, 1998	N/A
PS 3147	6/83	Documentation Control and Index	June 23, 1998	N/A
PS 3147-A	11/85	Documentation Control and Index (IDMS Environment)	June 23, 1998	N/A
PS 3151	12/89	Title and Table of Contents — Data Processing Documentation	June 23, 1998	N/A
PS 3154	9/86	Data Processing Documentation — General Purpose Matrix	June 23, 1998	N/A
PS 3155	9/86	Data Processing Documentation — Format Description	June 23, 1998	N/A
PS 3156	11/77	Data Processing Documentation — General Purpose Documentation	June 23, 1998	N/A
PS 3157	9/86	Data Processing Documentation — Schedule and Report Requirements	June 23, 1998	N/A
PS 3161	6/83	Data Processing Documentation — JCL Specifications	June 23, 1998	N/A
PS 3162	8/76	Program Remote Transmittal and Transfer Request	June 23, 1998	N/A
PS 3163	8/76	Data Conversion Batch Control	June 23, 1998	N/A
PS 3164	1/80	Tape Control Record	June 23, 1998	N/A
PS 3166	9/86	Tape Release Record	June 23, 1998	N/A

Form Number	Edition Date	Title	Obsolete Date	Replaced By
PS 3167	9/86	Shift Turnover Log	June 23, 1998	N/A
PS 3168	12/89	RAS Code Action Request	June 23, 1998	N/A
PS 3209	4/79	Notice to Correct Order for Printed Stamped Envelopes	June 29, 1998	N/A
PS 3214	6/87	Record of Investigation — Nonreceipt Claim Printed Stamped Envelopes	June 29, 1998	N/A
PS 3217	1/72	Order for Forms 3216 (Requisition for Postal Cards — Bulk Quantities)	June 29, 1998	N/A
PS 3221	9/71	Master Requisition	June 30, 1998	N/A
PS 3222	12/72	Statistics on Servicing of First Day Covers	June 29, 1998	N/A
PS 3231	6/79	Self-Service Postal Center (SSPC) Site Survey	June 29, 1998	N/A
PS 3246	8/77	Advance Deposit Statement of Account	June 29, 1998	N/A
PS 3247	9/79	Log Sheet	June 29, 1998	N/A
PS 3248	9/79	Pick-Up Order	June 29, 1998	N/A
PS 3249	9/79	Pick-Up Order Claim Record	June 29, 1998	N/A
PS 3252	12/82	Mail Order Transmittal Slip	June 29, 1998	N/A
PS 3253	12/79	International Account	June 29, 1998	N/A
PS 3254	12/79	International Account — Statement	June 29, 1998	N/A
PS 3300-H	3/87	Batch Header	June 29, 1998	N/A
PS 3303	6/84	First Day Cover Instructions	June 29, 1998	N/A
PS 3312	2/82	Notice of Order Return	June 29, 1998	N/A
PS 3313-A	5/84	Credit Voucher	June 29, 1998	N/A
PS 3323	5/73	Daily Work Record	June 29, 1998	N/A
PS 3325	3/87	International Sales Order	June 29, 1998	N/A
PS 3325-B	3/87	Sales Order	June 29, 1998	N/A
PS 3333-F	5/82	Foreign Customer Subscription Order Form	June 29, 1998	N/A
PS 3333-G	5/82	Foreign Customer Subscription Order Form	June 29, 1998	N/A
PS 3333-I	5/82	Foreign Customer Subscription Order Form	June 29, 1998	N/A
PS 3333-N	5/82	Foreign Customer Subscription Order Form	June 29, 1998	N/A
PS 3334	3/79	Philatelic Archives Inventory File	June 30, 1998	N/A
PS 3575-A	4/89	New Address Verification Card	June 9, 1998	N/A
PS 3626	8/89	Application for Optional Procedure	June 24, 1998	N/A
PS 3652-I	1/96	Statement of Mailing and Invoice — International Priority Airmail	June 11, 1998	N/A
PS 3975	3/88	Candidate's Referral List	June 10, 1998	N/A
PS 3975-B	3/88	Applicant Referral List	June 10, 1998	N/A
PS 3989	3/72	Examination Statement	June 24, 1998	N/A
PS 4249	4/89	Engineering/Software Change Request	June 24, 1998	N/A
PS 4250	10/86	Engineering/SCR Change Request Impact Evaluation Sheet	June 24, 1998	N/A
PS 4251	10/86	Engineering Change Board Directive	June 24, 1998	N/A
PS 4400	7/80	Maintenance Work Order	June 25, 1998	N/A
PS 4412	9/77	Maintenance Daily Time Report	June 25, 1998	N/A
PS 4424	5/82	Work Center Personnel Roster for SIAT	June 11, 1998	N/A
PS 4424-A	5/82	Accuracy Log (SIAT)	June 11, 1998	N/A
PS 4424-B	2/79	Operator's Individual Performance Record (SIAT)	June 11, 1998	N/A
PS 4443	10/81	Maintenance Work Request Log	June 25, 1998	N/A
PS 4645	9/80	Carrier Route Information System — Delivery Schemes Request	June 23, 1998	N/A
PS 4746	7/78	Maintenance Management Data Report	June 25, 1998	N/A
PS 4755	5/72	Preventive Maintenance Master Scheduling Sheet	June 25, 1998	N/A
PS 4755-A	3/71	Preventive Maintenance Master Scheduling Sheet (Continuation)	June 25, 1998	N/A
PS 4765	4/78	Perpetual Inventory Record	June 25, 1998	N/A
PS 4771	1/72	Daily Maintenance Scheduling Sheet	June 25, 1998	N/A
PS 4788	9/91	Preventive Maintenance Inventory Record	June 25, 1998	N/A
PS 4793	10/72	Turn-In Slip	June 25, 1998	N/A
PS 4801	5/94	Parts/Supplies Receipt	June 25, 1998	N/A
PS 4805-A	8/85	Work Record Sheet (Continuation)	June 25, 1998	N/A

Form Number	Edition Date	Title	Obsolete Date	Replaced By
PS 4806	7/74	Nomenclature Additions	June 25, 1998	N/A
PS 4807	6/91	Balance on Hand Inquiry	June 25, 1998	N/A
PS 4809	11/91	Changes or Additions to NSN-OEM	June 25, 1998	N/A
PS 4834	10/72	Fluorescent Fixture Maintenance Record	June 25, 1998	N/A
PS 4911-A	4/81	Dead Letter Record — Supplement	June 15, 1998	N/A
PS 5167	10/88	Routing and Protection for Coded and High Value Shipments	June 24, 1998	N/A
PS 5168	11/88	Coded and High Value Registered Mail — Dispatch Instructions	June 24, 1998	N/A
PS 5316	6/75	Radio Repair Delay Notification	June 9, 1998	N/A
PS 5801	6/75	MPLSM Volume Data	June 9, 1998	N/A
PS 5908	8/91	Driver Instructor/Examiner Certificate	June 29, 1998	N/A
PS 5909	8/91	Road Test Examiner's Certificate	June 29, 1998	N/A
PS 5913	6/78	Cleaner, Custodian, Custodial Laborer Supplemental Experience Statement	June 15, 1998	N/A
PS 5914	10/71	Automotive Mechanic Supplemental Experience Statement	June 15, 1998	N/A
PS 5930	4/87	Discipline Tracking System Data Collection Form	June 24, 1998	N/A
PS 5938-A	10/85	CEB Rating Report	June 29, 1998	N/A
PS 5938-B	8/81	List of Applicants for Initial Level Supervisor Written Application Positions and Non-Bargaining Positions	June 29, 1998	N/A
PS 5949	8/92	PCES Performance Evaluation (Fiscal Year 1992)	June 10, 1998	N/A
PS 5949-A	8/91	PCES Performance Objective (Fiscal Year 1992)	June 11, 1998	N/A
PS 5950	7/91	PCES Workbook	June 10, 1998	N/A
PS 5953	8/79	PCES Profile Data Request	June 10, 1998	N/A
PS 5954	2/89	PCES Special Achievement Award Nomination	June 10, 1998	N/A
PS 5955	8/92	PCES Performance Award	June 10, 1998	N/A
PS 5961	3/83	Card Notification to Competitors	June 9, 1998	N/A
PS 7150	5/91	Pre-Award Survey	June 29, 1998	N/A
PS 7153	5/91	Quality Assurance and Progress Report	June 29, 1998	N/A
PS 7154	5/91	Quality Systems Audit Checklists	June 29, 1998	N/A
PS 7320	10/72	Cost or Price Analysis Contract Close Out or Termination Settlement	June 10, 1998	N/A
PS 7321	8/72	Cost and Price Proposal	June 10, 1998	N/A
PS 7332	7/79	General Provisions for Fixed-Price Contracts	June 10, 1998	N/A
PS 7376	4/72	Abstract of Bids Received	June 10, 1998	N/A
PS 7396	4/76	Contract Memorandum of Transmittal and Check	June 10, 1998	N/A
PS 7396-A	4/76	Contract Modification Memorandum of Transmittal	June 10, 1998	N/A
PS 7396-B	4/84	Official Contract File Filing System	June 10, 1998	N/A
PS 7400	12/91	Agreement to Lease	June 10, 1998	N/A
PS 7400-A	2/87	General Conditions to Form 7400	June 26, 1998	N/A
PS 7400-F	10/86	Friable Asbestos Clause	June 26, 1998	N/A
PS 7400-G	3/86	Option to Purchase Rider (Agreement)	June 26, 1998	N/A
PS 7401	12/91	Supplemental Agreement	June 10, 1998	N/A
PS 7401-A	12/91	Modification of Agreement to Lease	June 10, 1998	N/A
PS 7402	12/91	Survey of Local Business Buildings and Rental Rates	June 29, 1998	N/A
PS 7403	7/71	Bid Security Certified or Cashier's Check	June 25, 1998	N/A
PS 7404	12/91	Contract for Real Estate Services	June 10, 1998	N/A
PS 7404-A	12/91	Specifications for Analysis	June 10, 1998	N/A
PS 7404-B	12/91	Specifications for Boundary and Topographic Site Survey	June 10, 1998	N/A
PS 7404-C	12/91	Specifications for Subsurface Explorations	June 10, 1998	N/A
PS 7404-D	12/91	Broker Specifications for Exclusive Listing Lease or Sale of Postal Service Property	June 10, 1998	N/A
PS 7404-E	12/91	Appraisal Fee Estimate	June 25, 1998	N/A
PS 7410	3/86	Advertisement for Space	June 10, 1998	N/A
PS 7410-A	9/92	Advertisement for Sites	June 10, 1998	N/A
PS 7410-B	9/92	Advertisement for Bids to Construct and Lease	June 10, 1998	N/A

Form Number	Edition Date	Title	Obsolete Date	Replaced By
PS 7411	9/92	Personal History for Office of Real Estate Employees	June 10, 1998	N/A
PS 7413	9/92	Lease Bidder's Qualifications	June 10, 1998	N/A
PS 7414-C	7/71	Bid Bond (Construction)	June 26, 1998	N/A
PS 7414-D	7/71	Performance Bond (Construction)	June 26, 1998	N/A
PS 7414-E	7/71	Labor and Material Payment Bond (Construction)	June 26, 1998	N/A
PS 7415	12/74	Lease Extension Agreement	June 26, 1998	N/A
PS 7415-A	9/92	General Provisions to Lease Extension Agreement	June 10, 1998	N/A
PS 7416	9/92	Notice of Termination of Lease	June 10, 1998	N/A
PS 7417	9/92	Short Form Lease	June 11, 1998	N/A
PS 7417-A	9/92	General Conditions to Short Form Lease	June 11, 1998	N/A
PS 7421	6/90	Transmittal of Contract Compliance Documents	June 25, 1998	N/A
PS 7423	2/87	Lease Agreement	June 26, 1998	N/A
PS 7423-B	2/87	Amendment/Extension to Lease	June 26, 1998	N/A
PS 7423-C	2/87	Renewal Option for Lease Agreement	June 26, 1998	N/A
PS 7424	5/76	Assignable Ground Lease	June 26, 1998	N/A
PS 7425	10/85	Excess Real Property Report	June 26, 1998	N/A
PS 7425-A	3/96	Proposal Application and Acceptance of Postal Service Real Property	June 26, 1998	N/A
PS 7425-B	2/87	Offer to Purchase USPS Real Property	June 26, 1998	N/A
PS 7427	2/92	Bids Received	June 10, 1998	N/A
PS 7428	2/92	Option to Purchase Land	June 11, 1998	N/A
PS 7428-A	7/71	Notification of Intent to Use Option to Purchase Land	June 26, 1998	N/A
PS 7428-H	12/74	Extension of Option to Purchase Land	June 26, 1998	N/A
PS 7432	4/85	Offer to Sell Real Property	June 26, 1998	N/A
PS 7432-B	4/85	Extension of Offer to Sell Real Property	June 26, 1998	N/A
PS 7443	5/82	Authorization to Move or Occupy	June 11, 1998	N/A
PS 7446-A	12/91	Lease Amendment Application	June 25, 1998	N/A
PS 7446-B	12/91	Lease Amendment Riders	June 11, 1998	N/A
PS 7446-C	12/91	Lease Amendment Analysis	June 25, 1998	N/A
PS 7449	12/91	Lease	June 11, 1998	N/A
PS 7449-A	12/91	Acknowledgment for Corporation	June 11, 1998	N/A
PS 7449-B	12/91	Acknowledgment for Individuals	June 11, 1998	N/A
PS 7449-C	12/91	Acknowledgment for Husband and Wife	June 11, 1998	N/A
PS 7449-D	12/91	Acknowledgment for Attorneys in Fact	June 11, 1998	N/A
PS 7450	12/91	Mortgagee Agreement	June 11, 1998	N/A
PS 7462	7/88	Exercise of Renewal Option	June 26, 1998	N/A
PS 7471	3/73	Settlement Proposal (Inventory Basis)	June 24, 1998	N/A
PS 7472	3/73	Settlement Proposal (Total Cost Basis)	June 24, 1998	N/A
PS 7473	3/73	Settlement Proposal	June 24, 1998	N/A
PS 7479	3/73	Schedule of Accounting Information	June 10, 1998	N/A
PS 7483	8/83	Instructions — Contractor Inventory Schedules	June 29, 1998	N/A
PS 7500-B	8/96	Facilities Management System Data Input	June 25, 1998	N/A
PS 7506-C	5/77	Final Assembly Inspection Report	June 24, 1998	N/A
PS 7506-E	5/75	Packing and Shipping Inspection Report	June 24, 1998	N/A
PS 7543	9/92	Letter of Transmittal	June 25, 1998	N/A
PS 8000-Z	3/83	IRM Security Survey Checklist	June 24, 1998	N/A
PS 8002-Z	3/84	CICS Authorization Request	June 24, 1998	N/A
PS 8022	10/88	Definitive Mint Set Order	June 30, 1998	N/A
PS 8042-X	8/89	Employee Daily Travel Card	June 25, 1998	N/A
PS 8043-X	8/89	Equipment Downtime Log	June 25, 1998	N/A
PS 8045-X	8/89	Reactive Maintenance Call Register	June 25, 1998	N/A
PS 8071	3/90	Workload/Workhours/Productivity Worksheet — 6 Day Operation	June 11, 1998	N/A
PS 8079	11/90	Address Conversion Form	June 23, 1998	N/A
PS 8080	7/90	Quality Assurance Field Activity Report	June 29, 1998	N/A

Form Number	Edition Date	Title	Obsolete Date	Replaced By
PS 8121	11/90	License for Postal Units	June 26, 1998	N/A
PS 8138	10/91	PCES Candidate Profile	June 9, 1998	N/A
SF 87-A	2/90	Fingerprint Chart (Card)	June 22, 1998	N/A

New Non-Postal Government Documents

Form Number	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	USPS Source	Unit of Issue
SF 700	8/85	8/85	Security Container Information (100/package)	7540-01-214-5372	PS	GSA	PG
SF 701	8/85	8/85	Activity Security Checklist (100/package)	7540-01-213-7899	PS	GSA	PG
SF 702	8/85	8/85	Security Container Checksheet (100/package)	7540-01-213-7900	PS	GSA	PG
SF 703	8/85	8/85	Top Secret Cover Sheet (100/package)	7540-01-213-7901	PS	GSA	PG
SF 704	8/85	8/85	Secret Cover Sheet (100/package)	7540-01-213-7902	PS	GSA	PG
SF 705	8/85	8/85	Confidential Cover Sheet (100/package)	7540-01-213-7903	PS	GSA	PG
SF 706	1/87	1/87	Top Secret Label (100/package)	7540-01-207-5536	PS	GSA	PG
SF 707	1/87	1/87	Secret Label (100/package)	7540-01-207-5537	PS	GSA	PG
SF 708	1/87	1/87	Confidential Label (100/package)	7540-01-207-5538	PS	GSA	PG

Directives With Electronic Access

The following directives were announced in PB 21974 and are now available on the USPS Intranet and/or public website as indicated.

Document ID	Edition Date	Title	NSN	Org	USPS Source	Public Source	Comments
MI EL-810-98-1	4/98	Asbestos-Containing Building Materials Control Programs	7610-04-000-4837	HR	MDC, IWEB	WWW	
PUB 45	4/98	A Violence-Free Workplace	7610-04-000-4848	HR	MDC, IWEB	N/A	

Corrections

The following form had an incorrect edition date in the 11/97 edition of PUB 223.

Document ID	Edition Date	Oldest Usable Date	Title	NSN	Where Used	Unit of Issue	Org	USPS Source
PS 2976	6/97	12/96	Customs — CN 22 (Old C 1) and Sender's Declaration (Green Label)	7530-01-000-9833	PU	SH	IBU	MDC

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 202-268-5885 at least 1 month preceding the requested delivery dates.

Title of Mailings	Class and Type of Mail	Requested Delivery Date	Number of Pieces (Millions)	Distribution	Presort Level	Comments
Coldwater Creek Northcountry	Standard A/flat	7/13-7/15	1.0	Nationwide	3/5-digit	
Current Autumn 1998	Standard A/flat	7/13-7/17	4.2	Nationwide	Car-Rt, 3/5-digit, basic	8" x 10"
LL Bean Inc 1998 Fall Travel	Standard A/flat	7/14-7/16	1.1	Nationwide	Car-Rt, 5-digit, basic	7 7/8" x 8 15/16", 76 pages
Spirit of the West	Standard A/flat	7/20-7/22	3.8	Nationwide	3/5-digit	RR Donnelley
JC Penney Fall Men's Workwear	Standard A/flat	7/20-7/22	1.7	Nationwide	Car-Rt	World Color
JC Penney Tall Women	Standard A/flat	7/20-7/22	2.6	Nationwide	Car-Rt	World Color
JC Penney Fall Sizes 16W & Up	Standard A/flat	7/20-7/22	3.2	Nationwide	Car-Rt	World Color
Eddie Bauer July Transition	Standard A/flat	7/20-7/23	3.0	Nationwide	3/5-digit	
Billy Graham Letter	Standard A/ltr	7/20-7/31	1.3	Nationwide	3/5-digit, basic, barcode	envelope from Minneapolis MN
LL Bean Inc 1998 Fall Prospect	Standard A/flat	7/21-7/23	5.5	Nationwide	Car-Rt, 5-digit, basic	7 7/8" x 8 15/16", 74 pages
LL Bean Inc 1998 Fall Full	Standard A/flat	7/21-7/23	5.0	Nationwide	Car-Rt, 5-digit, basic	7 7/8" x 8 15/16", 268 pages
Leslie's Pool Hot Summer Deals	Standard A/ltr	7/21-7/23	1.0	Nationwide	Car-Rt, 3/5-digit	Pool supplies
JC Penney Home Sweet Sale	Standard A/flat	7/24-7/27	7.0	Nationwide	Car-Rt	World Color
JC Penney Gold Rush	Standard A/postcard	7/24-7/27	7.0	Nationwide	Car-Rt	Harte-Hanks
JC Penney Furniture/Window Home	Standard A/flat	7/25-7/28	3.4	Nationwide	Car-Rt	Harte-Hanks
Eddie Bauer August Home	Standard A/flat	7/27-7/30	1.3	Nationwide	3/5-digit	
The Territory Ahead Indian Summer	Standard A/flat	7/27-7/30	1.5	Nationwide	Car-Rt, 3/5-digit	Arandell 40 pages
Decision Magazine	Standard A/flat	7/27-7/31	1.5	Nationwide	Car-Rt, 3/5-digit, basic	8" x 10 5/8", 44 pages from Minneapolis MN
LL Bean Inc 1998 Fall Kid's	Standard A/flat	7/28-7/30	2.0	Nationwide	Car-Rt, 5-digit, basic	7 7/16" x 10 1/4", 112 pages
LL Bean Inc 1998 Fall Kid's Handbook	Standard A/flat	7/28-7/30	1.0	Nationwide	Car-Rt, 5-digit, basic	6" x 8 7/16", 68 pages
Sally Beauty Supply	Standard A/ltr	7/29-7/31	2.6	Nationwide	Car-Rt, 3/5-digit, basic, barcode	time sensitive

New "OFFICIAL ELECTION MAIL" Logo



The Postal Service has created a new, trademarked "OFFICIAL ELECTION MAIL" logo to help with the processing of voting-related materials. This is the first logo ever developed by the Postal Service for a group of mailers, and it signifies to voters and postal employees the importance of this mail so critical to the electoral and democratic process.

The logo will facilitate the identification of voting-related mail that helps voters register and make their election choices. The logo, as shown in the illustration, is distinctive and will make mailings stand out.

The logo will apply to all classes of mail and all processing categories, but it is not intended to upgrade service. Its purpose is to make this type of mail more prominent, allowing daily decisions on mail flow to be appropriately planned.

Please note, however, that there are two things the logo must not be used for in any mail class:

- **Postage.** At no time can the logo be substituted for a method of postage payment; this includes postage meter tapes or impressions, postage stamps, and permit imprint indicia. The logo is strictly for identification purposes.
- **Candidates' mail.** No candidate for any election, nor anyone other than voter registration officials, can use the logo. That is why it is trademarked.

Election Officials' User Guide Kits, which are designed to help state and local election officials become more successful in using mail to conduct voter registration and ballot elections, were distributed nationally to election officials and postal personnel in late June. In addition to camera-ready artwork and information about the placement and color of the logo, the kit also contains a short video that shows how to use the guide to obtain the best value in postal rates and to implement efficient mailings.

Start looking for the logo to appear soon on materials that relate to voter registration and elections. These officials have been given permission to begin using the logo immediately.

—Customer Relations, Marketing, 7-16-98

Domestic Mail

DMM REVISION

Revision for the Calculation of Delivery Point Barcode Information

Effective July 31, 1998, *Domestic Mail Manual* (DMM) C840 is revised to change the method by which delivery point barcode (DPBC) information is calculated. Exhibit 1.4, Rules for DPBC Derivation and Address Anomalies, is removed. Currently, delivery point barcodes are calculated by adding the last two digits of the primary street number, post office box number, or rural/highway contract route box number to the correct ZIP+4 code for the address. For most addresses in multi-unit buildings, the delivery point barcode will now be calculated using a formula and the secondary unit number (such as apartment or suite number) that uniquely identifies the delivery point.

This change is being made to support Postal Service plans to provide additional sortation and sequencing of mail for carriers who deliver in multi-unit buildings. For current and new users of Coding Accuracy Support System (CASS) certified commercial address matching software, the changes to barcode calculations will have no impact on the ability to ascertain and create barcode information. Coding rates for address lists will not be affected by this change.

Information on the formulas used to create DPBCs may be obtained by contacting the CASS ZIP+4 Matching department at the National Customer Support Center (1-800-642-2914).

Domestic Mail Manual (DMM)

C	Characteristics and Content	*	*	*	*	*
C800	Automation-Compatible Mail	*	*	*	*	*
C840	Barcoding Standards	*	*	*	*	*

1.0 BARCODE FORMAT

* * * * *

1.4 Delivery Point Barcode

A delivery point barcode (DPBC) is formed by adding 10 bars (representing two additional digits) to the ZIP+4 barcode. The correct DPBC must be derived from a CASS-certified delivery point code address matching process. To obtain information on the rules for delivery point code calculation, contact the National Customer Support Center by calling (toll-free) 1-800-642-2914, or by writing to CASS/ZIP+4 Matching, National Customer Support Center (see G043 for address). The following unique codes are also valid DPBCs:

- a. For a firm (unique) 5-digit ZIP Code, the correct DPBC represents the 5-digit ZIP Code: either the USPS assigned-0001 or (if the customer assigns four-digit add-ons to internal separations) the correct four digits applicable to the point of delivery, followed by the last two digits of the primary street number, post office box number, or rural/high contract route box number derived from the standardized address returned by the CASS-certified ZIP+4 or delivery point address matching process.
- b. For an individual (unique) ZIP+4 code assigned to a business customer, the correct DPBC represents the ZIP+4 code followed by the last two digits of the primary street number derived from the standardized address returned by the CASS-certified ZIP+4 or delivery point address matching process.

[Delete Exhibit 1.4.]

* * * * *

—Address Management, Operations Support, 7-16-98

DMM NOTICE

Breast Cancer Research Semi-Postal Stamp

Effective July 29, 1998, the *Domestic Mail Manual* is revised to establish terms and conditions for use and determination of value of the Breast Cancer Research Semi-Postal Stamp. This revision will appear in DMM Issue 54.

Domestic Mail Manual (DMM)

P Postage and Payment Methods
* * * * *

P014 Refunds and Exchanges

1.0 STAMP EXCHANGES

1.1 USPS Fault

[Amend to read:]

The post office may correct mistakes in selling damaged, defective, or otherwise unserviceable stamps by exchanging stamps at full postage value.

1.2 Damaged in Customer's Possession

[Amend the last sentence to read as follows:]

Each such transaction is limited to \$100 worth of postage from each customer.

* * * * *

1.5 Purchase Error

[Amend the first sentence to read as follows:]

If a customer bought the wrong denomination stamps (or the wrong kind, size, or denomination envelope), they may be exchanged at full postage value. * * *

* * * * *

2.0 POSTAGE AND FEES REFUNDS

* * * * *

[Add new 2.10 to read as follows:]

2.10 Breast Cancer Research Semi-Postal Stamps

Customers may exchange or convert Breast Cancer Research Semi-Postal Stamps for their postage value, i.e., the price of the stamps less the contribution amount, to the extent exchange or conversion of postage stamps is permitted under P014. The postage exchanged or converted is equivalent to the First-Class Mail single-piece rate in effect at the time of purchase (currently \$0.32), as supported by the mailer's receipt. The contribution amount is not included in the exchange or conversion value. If the mailer cannot produce a receipt, the exchange or conversion value of each Breast Cancer Research Semi-Postal Stamp cannot exceed \$0.32

per stamp, regardless of whether the First-Class Mail single-piece rate in effect at the time of purchase is \$0.33 or higher.

* * * * *

P020 Postage Stamps and Stationery

P022 Adhesive Stamps

1.0 PURCHASE AND USE

* * * * *

[Create 1.6 to read as follows:]

1.6 Breast Cancer Research Semi-Postal Stamps

Breast Cancer Research Semi-Postal Stamps are subject to special limitations and conditions:

- a. Breast Cancer Research Semi-Postal Stamps provide a means for customers to make contributions toward breast cancer research. Breast Cancer Research Semi-postal Stamps are offered for sale for a limited time as provided under 39 U.S.C. 414.
- b. The price of the Breast Cancer Research Semi-Postal Stamp is 40 cents. The postage value of the Breast Cancer Research Semi-Postal Stamp is the First-Class Mail Nonautomation Single-Piece first-ounce letter rate in R100.1.2 that is in effect at the time of purchase. The difference between the purchase price and the First-Class Mail Nonautomation Single-Piece first-ounce letter rate in effect at the time of purchase constitutes a contribution to breast cancer research, and cannot be used to pay postage. Additional postage must be affixed to pieces weighing in excess of one ounce, pieces subject to the nonstandard surcharge, or pieces for which special services have been elected. The postage value of Breast Cancer Research Semi-Postal Stamps is fixed according to the First-Class Mail Nonautomation Single-Piece first-ounce letter rate in effect at the time of purchase; the postage value of Breast Cancer Research Semi-Postal Stamps purchased before any subsequent change in the First-Class Mail Nonautomation Single-Piece first-ounce letter rate is unaffected by any subsequent change in that rate.
- c. Contributions to breast cancer research made through purchase of Breast Cancer Research stamps are not refundable. The postage value of Breast Cancer Research stamps for purposes of exchange or conversion under P014 is determined by the First-Class Mail Nonautomation Single-Piece rate in effect at the time of purchase, or as otherwise provided in P014.2.10.

* * * * *

R Rates and Fees

R000 Stamps and Stationery

* * * * *

[Amend the table in R000.4.0 to include the following line item:]

Purpose	Form	Denomination
Breast Cancer Research	Panes of up to 20	Purchase Price of \$0.40; Postage Value Equivalent to First-Class Mail Nonautomation Single-Piece Rate (currently \$0.32); remainder is contribution to fund Breast Cancer Research
* * * * *		

—Mail Preparation and Standards,
Marketing Systems, 7-16-98

DMM UPDATE

Publication of DMM Issue 54

On June 29, 1998, the Board of Governors voted to implement the R97-1 rate case. These new rates will take effect on January 10, 1999. In order to implement this rate case in the most efficient manner and provide customers and employees with the most current information, the Postal Service has delayed publication of the *Domestic Mail Manual* (DMM).

DMM Issue 54, originally scheduled for release in July 1998, will be dated January 10, 1999, and will include these new rates and mail preparation standards. Employees and customers will receive DMM 54 in December.

Extra copies of the *Federal Register* Final Rule, which contains new and revised DMM language, are being sent to each area and district implementation coordinator. This information also is posted on the USPS home page. More information about rates, mail preparation changes, and new postage statements will be published in the *Mailers Companion* and the *Postal Bulletin* in mid-October.

As required by law, nonprofit rates will change on October 4, 1998. Information about these new rates are included in this issue of the *Postal Bulletin* (see page 18) and will be included in a future issue of the *Mailers Companion*.

Postal Explorer 7.0, also originally scheduled for a July release, will be available in January 1999. In the interim, Postal Explorer 6.1 will be released to the field in early October. It will contain DMM Issue 53 plus *Postal Bulletin* changes through July 16, 1998, including the new nonprofit rates.

Area and district implementation coordinators will continue to be the point of contact for rate implementation issues.

—Mail Preparation and Standards,
Marketing Systems, 7-16-98

DMM REVISION

Elimination of Mixed ADC and Mixed BMC Pallets for Packages and Bundles

Effective October 4, 1998, *Domestic Mail Manual* (DMM) M020, M041, and M045 are revised to eliminate the options for mailers to place packages and bundles of Periodicals Mail on mixed ADC pallets and to place packages and bundles of Standard Mail (A) and Standard Mail (B) on mixed BMC pallets. Mailers will still have the option to place sacks, trays, or parcels on properly labeled mixed ADC or mixed BMC pallets, as appropriate for the class of mail. In addition, DMM section M020 is revised to incorporate current postal policy allowing packages and bundles of individually poly-wrapped pieces that are placed on BMC pallets to be secured with banding only. These packages are not required to be secured with shrinkwrap. These revisions will appear in DMM Issue 54.

Domestic Mail Manual (DMM)

M Mail Preparation And Sortation

M000 General Preparation Standards

* * * * *

M020 Packages and Bundles

1.0 BASIC STANDARDS

* * * * *

1.4 Palletization

[Amend the third sentence in 1.4 by deleting the reference to mixed BMC pallets to read as follows:]

* * * Packages and bundles on BMC pallets must be shrink-wrapped and machinable on BMC parcel sorters; machinability is determined by the USPS.* * *

* * * * *

M040 Pallets

M041 General Standards

* * * * *

5.0 PREPARATION

5.1 Presort

[Amend 5.1 by revising the last sentence and adding new sentences to read as follows:]

* * * For sacks, trays, or machinable parcels on pallets, the mailer must prepare all required pallet levels before any mixed ADC or mixed BMC pallets are prepared for a mailing or job. Packages and bundles prepared under M045 must not be placed on mixed ADC or mixed BMC pallets. Packages and bundles that cannot be placed on pallets must be prepared in sacks under the standards for the rate claimed.

5.2 Required Preparation

[Amend 5.2 by deleting the second and third sentences and revising the fourth sentence to read as follows:]

* * * Mixed pallets of sacks, trays, or machinable parcels must be labeled to the BMC or ADC (as appropriate) serving the post office where mailings are entered into the mailstream.* * *

* * * * *

5.6 Sacked Mail

[Amend 5.6 by revising the first sentence to read as follows:]

Mail that is not palletized (e.g., the mailer chooses not to prepare BMC pallets, or the packages do not meet the machinability standards in M020) must be prepared under the standards for the rate claimed.* * *

* * * * *

M045 Palletized Mailings

* * * * *

[Revise the heading of 2.0 to read as follows:]

2.0 PACKAGES OF FLATS

2.1 Standards

[Amend 2.1 by revising the second sentence to read as follows:]

* * * The palletized portion of a mailing may not include packages sorted to mixed ADCs, mixed BMCs, or to foreign destinations.

* * * * *

2.4 Size — Standard Mail (B)

* * * * *

[Amend 2.4c by revising the second sentence to read as follows:]

* * * Packages at other rates must be sorted to 5-digit, 3-digit, optional SCF, and ADC destinations, as appropriate.

* * * * *

3.0 OPTIONAL BUNDLES — PERIODICALS AND STANDARD MAIL (A)

3.1 Standards

[Amend 3.1 by revising the second sentence to read as follows:]

* * * The palletized portion of a mailing may not include bundles sorted to mixed ADCs, mixed BMCs, or to foreign destinations.

* * * * *

4.0 PALLET PRESORT AND LABELING

[Amend the heading to read as follows:]

4.1 Packages, Bundles, and Sacks

* * * * *

e. As appropriate:

[Amend the beginning of (1) by adding "(sacks and trays only)" to read as follows:]

(1) Periodicals (sacks and trays only): mixed ADC: optional;* * *

[Amend the beginning of (2) by adding "(sacks and trays only)" to read as follows:]

(2) Standard Mail (sacks and trays only): mixed BMC: optional;* * *

* * * * *

5.0 PALLETS OF PACKAGES, BUNDLES, AND TRAYS OF LETTER-SIZE MAIL

* * * * *

[Amend 5.3 to eliminate references to mixed BMC pallets and to insert "(trays only)" to read as follows:]

5.3 BMC and Mixed BMC Pallets

Packages and bundles placed on BMC pallets must be machinable on BMC parcel sorting equipment. Line 2 on pallet labels must reflect the processing category of the pieces. A BMC or mixed BMC (trays only) pallet may include pieces that are eligible for the DBMC rate and others that are ineligible if the mailer provides documentation showing the pieces that qualify for the DBMC rate.

* * * * *

—Business Mail Acceptance, Marketing Systems, 7-16-98

DMM NOTICE**Changes in Preferred Postage Rates — Periodicals and Standard Mail**

The Revenue Forgone Act signed into law on October 28, 1993, mandates annual changes to Preferred Periodicals and Standard Mail rates.

Effective 12:01 a.m. on October 4, 1998, *Domestic Mail Manual* (DMM) Issue 53 is revised to make annual (Step 6) adjustments in the Periodicals Preferred In-County, Preferred Nonprofit, and Preferred Classroom rates and Nonprofit Standard Mail (A) and Library Mail rates. These adjustments are necessary to phase up the institutional costs contribution of this mail to the levels required by FY 1999.

Please note that these adjustments will be superseded by the R97-1 Rate Case, which will take effect 12:01 a.m., January 10, 1999.

This notice also changes the breakpoint for Nonprofit Standard Mail (A). (All Standard Mail (A) is subject to postage at either a minimum rate per piece or a compound rate consisting of a flat piece charge plus a pound charge that varies according to the weight of the piece, whichever is higher. The breakpoint is the calculated piece weight at or below which the piece is subject to the minimum per piece rate; above this weight, the piece/pound rate must be paid. Because the breakpoint is based on the mathematical relationship of specific rate elements, it is adjusted whenever rates are changed.) Because there are no changes to Nonprofit Enhanced Carrier Route rates, the breakpoint for this subclass is still 0.2084 pound (3.3348 ounces) rounded.

Because the maximum weight for automation (heavy) letters is traditionally the heaviest breakpoint for Standard Mail (A) minimum per-piece rates, the maximum weight for these letters mailed at First-Class Mail and Regular Periodicals is also changed with this notice.

The following postage statements have been revised to reflect these changes:

Form 3541-N, *Postage Statement — Periodicals Nonprofit Rates*

Form 3541-NC, *Postage Statement — Periodicals Classroom Rates*

Form 3541-R, *Postage Statement — Periodicals Regular and Science-of-Agriculture Rates*

Form 3602-N, *Postage Statement — Standard Mail (A) (Nonprofit Only) Permit Imprint*

Form 3602-PN, *Postage Statement — Standard Mail (A) (Nonprofit Only) Meter or Precanceled Postage Affixed*

Form 3602-NV, *Plant-Verified Drop Shipment (PVDS) Consolidated Postage Statement Register for Standard Mail (A) (Nonprofit: Permit Imprint)*

Form 3602-PNV, *Plant-Verified Drop Shipment (PVDS) Consolidated Postage Statement Register for Standard Mail (A) (Nonprofit: Meter or Precanceled Postage Affixed)*

These postage statements are dated October 1998 and are included on pages 23–36 of this *Postal Bulletin*. These forms may be reproduced locally as needed.

The new postage statements will be available in early September on the Postal Service web page (<http://www.usps.com>) in two formats: print-only and fill-in (Java) forms. Print-only forms are in PDF format. They are printed locally and filled in manually. Fill-in forms provide on-screen data entry, automatic postage calculations, and the ability to save data.

Revised postage statements will be distributed in a limited quantity to post offices. These forms will not be stocked at the material distribution centers.

Mailers may:

1. Use an old postage statement (October 1997) with new rates written in.
2. Download print-on-demand or fill-in (Java) postage statement's from the USPS web site (<http://www.usps.com>).
3. Photocopy postage statements from this *Postal Bulletin*.
4. Receive a limited quantity of postage statements from their Manager, Business Mail Entry.

Acceptance Period

Meter license holders may have pieces on hand that bear postage at the old rates. Accept these pieces for mailing for 30 calendar days following the effective date of new rates, provided that the mailer pays the difference between the meter postage affixed and the applicable new rates and fees (as described below) before the mailing is entered into the mailstream. When dates are required as part of the meter impression, they must appear as shown in DMM P030.4.0.

Postage Difference — Individual Pieces

The difference in postage may be paid on individual pieces (single-piece rate or presorted rate) by affixing a meter impression or meter strip in the correct amount to the mailpiece. Dates in the meter impression must appear as shown in DMM P030.4.0.

Postage Difference — Presorted Pieces

The difference in postage for all pieces in a single mailing claimed at a presorted rate may be paid by affixing postage stamps or a meter strip to the accompanying postage statement in the amount of the total postage difference for all pieces in the mailing, rounded to the full cent. Acceptance personnel must verify the computations on the postage statement to ensure that the proper additional postage is affixed. If the mailer uses postage stamps on the postage statement, a postal employee must cancel the stamps. As an alternative to applying postage, the total difference in post-

age may be paid through an advance deposit account and reported on an additional postage statement as described in Handbook F-1, *Post Office Accounting Procedures, 72*, for 30 calendar days following the effective date of new rates.

Actions by Postmasters Not at Origin Office

Postmasters at offices other than the office of origin who find metered pieces in the mailstream up to November 3, 1998, either bearing the old presort rates or bearing precanceled postage are to assume that the difference in postage was paid at the time of mailing.

Plant-Verified Drop Shipment

Plant-verified drop shipment mailings will be verified and accepted as follows:

1. PVDS mailings verified and paid for before October 4, 1998, will be accepted into the mailstream at destination entry postal facilities through October 9, 1998, if presented with appropriate documentation of verification and payment (PS Form 8125, *Drop Shipment Clearance Document*).
2. PVDS mailings may be verified and paid for beginning September 4, 1998, under the rates and preparation standards that take effect October 4, 1998, if the shipment is not accepted into the mailstream at destination entry postal facilities until October 4, 1998, or later.

These revisions will be included in DMM Issue 54.

Domestic Mail Manual (DMM)

C	Characteristics and Content	*	*	*	*	*
C800	Automation-Compatible Mail					
C810	Letters and Cards	*	*	*	*	*
2.0	DIMENSIONS	*	*	*	*	*
2.3	Maximum Weight					
	<i>[Amend 2.3f to read as follows:]</i>					
	Maximum weight limits are as follows:	*	*	*	*	*
	f. 3.3388 ounces: automation First-Class Mail, automation Periodicals, and automation Nonprofit Standard Mail heavy letters, subject to 7.5.	*	*	*	*	*

E Eligibility
* * * * *

E600 Standard Mail

E610 Basic Standards
* * * * *

E612 Additional Standards for Standard Mail (A)
* * * * *

4.0 BULK RATES
* * * * *

4.2 Minimum Per Piece Rates
[Amend 4.2 by revising the first sentence to read as follows:]

The minimum per piece rates (i.e., the minimum postage that must be paid for each piece) apply to Enhanced Carrier Route rate pieces weighing no more than 0.2066 pound (3.3062 ounces) rounded; Regular nonautomation and automation rate pieces weighing no more than 0.2068 pound (3.3087 ounces) rounded; Nonprofit Enhanced Carrier Route rate pieces weighing no more than 0.2084 pound (3.3348 ounces) rounded; and Nonprofit nonautomation and automation rate pieces weighing no more than 0.2087 pound (3.3388 ounces) rounded.***

* * * * *

P Postage and Payment Methods

P000 Basic Information

P010 General Standards
* * * * *

P013 Rate Application and Computation
* * * * *

4.0 RATE APPLICATION—STANDARD MAIL (A)
* * * * *

4.3 Bulk Rates
[Amend 4.3 to read as follows:]

Bulk rates are based on the weight of the pieces and are applied differently to pieces weighing less than or equal to a “breakpoint” (rounded to four decimal places) and those weighing more, as follows:

- a. The appropriate minimum per piece rate applies to pieces weighing:
 1. 0.2066 pound (3.3062 ounces) or less for Enhanced Carrier Route rates
 2. 0.2068 pound (3.3087 ounces) or less for Regular rates

3. 0.2084 pound (3.3348 ounces) or less for Nonprofit Enhanced Carrier Route rates

4. 0.2087 pound (3.3388 ounces) or less for Nonprofit rates

b. A rate determined by adding the appropriate fixed per piece charge and the corresponding variable per pound charge (based on the weight of the piece) applies to pieces weighing more than the above.

* * * * *

R Rates and Fees
* * * * *

R100 First-Class Mail
* * * * *

Summary of First-Class Rates
[Amend footnote 3 to read as follows:]

3. Weight not to exceed 3.3388 ounces; pieces over 3 ounces subject to additional standards.

* * * * *

R200 Periodicals
1.0 REGULAR
* * * * *

1.2 Piece Rates
[Amend footnote 1 to read as follows:]

1. Lower maximum weight limits apply: letter-size at 3 ounces (or 3.3388 ounces for heavy letters); flat-size at 16 ounces.

* * * * *

2.0 PREFERRED—IN-COUNTY

2.1 Pound Rates

Per pound or fraction:

Zone	Rate
Delivery Unit	\$0.116
All Others	0.126

2.2 Piece Rates
[Amend footnote 1 to read as follows:]

1. Lower maximum weight limits apply: letter-size at 3 ounces (or 3.3388 ounces for heavy letters); flat-size at 16 ounces.

* * * * *

3.0 PREFERRED—NONPROFIT

* * * * *

3.2 Piece Rates

Per addressed piece:

Presort Level	Non-automation	Automation ¹	
		Letter-Size	Flat-Size
Basic	\$0.219	\$0.189	\$0.195
3/5	0.174	—	0.150
3-Digit	—	0.151	—
5-Digit	—	0.151	—
Carrier Route	0.107	—	—
High Density	0.100	—	—
Saturation	0.086	—	—

1. Lower maximum weight limits apply: letter-size at 3 ounces (or 3.3388 ounces for heavy letters); flat-size at 16 ounces.

* * * * *

4.0 PREFERRED—CLASSROOM

4.1 Pound Rates

Per pound or fraction:

a. For the nonadvertising portion: \$0.142.

* * * * *

4.2 Piece Rates

Per addressed piece:

Presort Level	Non-automation	Automation ¹	
		Letter-Size	Flat-Size
Basic	\$0.219	\$0.189	\$0.195
3/5	0.174	—	0.150
3-Digit	—	0.151	—
5-Digit	—	0.151	—
Carrier Route	0.107	—	—
High Density	0.100	—	—
Saturation	0.086	—	—

1. Lower maximum weight limits apply: letter-size at 3 ounces (or 3.3388 ounces for heavy letters); flat-size at 16 ounces.

4.3 Discounts

Piece rate discounts:

* * * * *

b. Delivery unit zone piece discount for each addressed piece claimed in the pound rate portion at the delivery unit zone rate: \$0.012.

c. SCF zone piece discount for each addressed piece claimed in the pound rate portion at the SCF zone rate: \$0.006.

5.0 PREFERRED—SCIENCE-OF-AGRICULTURE

* * * * *

5.2 Piece Rates

[Amend footnote 1 to read as follows:]

1. Lower maximum weight limits apply: letter-size at 3 ounces (or 3.3388 ounces for heavy letters); flat-size at 16 ounces.

* * * * *

R600 Standard Mail

* * * * *

4.0 NONPROFIT STANDARD MAIL

4.1 Letter-Size Minimum Per Piece Rates

Pieces 0.2087 pound (3.3388 ounces) or less:

Entry Discount	Nonautomation		Automation ¹		
	Basic	3/5	Basic	3-Digit	5-Digit
None	\$0.138	\$0.120	\$0.105	\$0.101	\$0.088
DBMC	0.125	0.107	0.092	0.088	0.075
DSCF	0.120	0.102	0.087	0.083	0.070
DDU	—	—	—	—	—

1. Pieces weighing over 3 ounces subject to additional standards.

4.2 Nonletter-Size Minimum Per Piece Rates

Pieces 0.2087 pound (3.3388 ounces) or less:

Entry Discount	Nonautomation		Automation ¹	
	Basic	3/5	Basic	3/5
None	\$0.201	\$0.149	\$0.177	\$0.125
DBMC	0.188	0.136	0.164	0.112
DSCF	0.183	0.131	0.159	0.107
DDU	—	—	—	—

1. Available only for automation-compatible flats.

4.3 Piece/Pound Rates

Pieces more than 0.2087 pound (3.3388 ounces):

Piece/Pound Rate ¹	Nonautomation		Automation ²	
	Basic	3/5	Basic	3/5
Per Piece	\$0.100	\$0.048	\$0.076	\$0.024
Per Pound (includes entry discount if applicable)	PLUS	PLUS	PLUS	PLUS
None	\$0.484	\$0.484	\$0.484	\$0.484
DBMC	0.422	0.422	0.422	0.422
DSCF	0.396	0.396	0.396	0.396
DDU	—	—	—	—

1. Each piece is subject to both a piece rate and a pound rate.

2. Available only for automation-compatible flats.

**5.0 NONPROFIT ENHANCED CARRIER ROUTE
STANDARD MAIL**

5.1 Letter-Size Minimum Per Piece Rates

Pieces 0.2084 pound (3.3348 ounces) or less:

Entry Discount	Nonautomation			Automation ¹
	Basic	High Density	Saturation	Basic
None	\$0.099	\$0.093	\$0.087	\$0.085
DBMC	0.086	0.080	0.074	0.072
DSCF	0.081	0.075	0.069	0.067
DDU	0.075	0.069	0.063	0.061

1. Pieces weighing over 3 ounces subject to additional standards.

* * * * *

9.0 LIBRARY MAIL

Weight Not Over (pounds)	Single-Piece
1	\$1.12
2	1.54
3	1.96
4	2.38
5	2.80
6	3.22
7	3.64
8	3.86
9	4.08
10	4.30
11	4.52
12	4.74
13	4.96
14	5.18
15	5.40
16	5.62
17	5.84
18	6.06
19	6.28
20	6.50
21	6.72
22	6.94
23	7.16
24	7.38
25	7.60
26	7.82
27	8.04
28	8.26

Weight Not Over (pounds)	Single-Piece
29	8.48
30	8.70
31	8.92
32	9.14
33	9.36
34	9.58
35	9.80
36	10.02
37	10.24
38	10.46
39	10.68
40	10.90
41	11.12
42	11.34
43	11.56
44	11.78
45	12.00
46	12.22
47	12.44
48	12.66
49	12.88
50	13.10
51	13.32
52	13.54
53	13.76
54	13.98
55	14.20
56	14.42
57	14.64
58	14.86
59	15.08
60	15.30
61	15.52
62	15.74
63	15.96
64	16.18
65	16.40
66	16.62
67	16.84
68	17.06
69	17.28
70	17.50

* * * * *

—Mail Preparation and Standards,
Marketing Systems, 7-16-98

3541	3600	3002	3606	3608	N	F	PK	PB	W	10/98
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United States Postal Service
Postage Statement — Periodicals
Nonprofit Rates

Number of Containers (Fill in all that apply)

1-Fl. MM Trays _____ 2-Fl. MN Trays _____ 2-Fl. EMN Trays _____ Total Letter Trays _____

Fl. Trays: **N/A** Sacks _____ Pallets _____ Other _____

Check All That Apply

Nonprofit Rate (NF)

Incidental First-Class Enclosed

Publication Title or News Agents Name _____ Publication No. _____ Edition Code/Key _____ Processing Category

Mailers Name, Address (incl. ZIP Code), and Tel. No. (Complete lines 64a and b on reverse) _____ Entry Post Office Name, State, and ZIP+4 _____ Issue Date _____ Issue Frequency _____ Letters (DMM C050)

CAPS Customer Ref. ID _____ Finance Number _____ Mailing Date _____ Statement Sequence No. _____ Flats (DMM C050)

Automation Flats (DMM C320)

Mailable Parcels (DMM C350)

Irregular Parcels (DMM C350)

Complete only ONE of Boxed Sections Below

Complete this section if this statement is for ONE ISSUE or EDITION

Average Weight per Copy for Issue (DMM P013) _____ lbs. (Round off to 4 decimal places if necessary)

Advertising Percentage in This Issue _____ %

Post Office Computed Average of Combined Weight per Copy _____ lbs. (Round off to 4 decimal places if necessary)

Complete this section if this statement is for ALL ISSUES of a calendar month. Enter total pounds on lines 1 through 9 and on line 12. To compute per piece charges, multiply number of addressed pieces per issue by number of issues and put result on lines 16 through 25 as appropriate.

Number of Issues This Month _____ Advertising Percentage in Total Month's Issue _____ %

Weight of One Sheet (DMM P200) _____ lbs. (Round off to 6 decimal places if necessary)

Combined Weight of One Copy From Each Issue _____ lbs.

Zone	Subscriber Copies*	Non-subscriber Copies*	Total Copies	Total Pounds	Advertising Pounds	Rate	Postage	Totals
1. Del. Unit						\$.169		
2. SCF						.190		
3. 1 & 2						.214		
4. 3						.224		
5. 4						.251		
6. 5						.292		
7. 6						.336		
8. 7						.388		
9. 8						.432		
10. Subtotals								

* All commingled nonsubscriber copies in excess of the 10% limit must pay regular rates and use Form 3541-R. Noncommingled nonsubscriber copies in excess of the 10% limit are not available at Periodicals rates.

12. Nonadvertising Pounds (Total lbs - Adv. lbs.) _____ x S.142 = _____

Lines 11, 14, and 15 are reserved.

Total Pound Rate Postage (Lines 10 + 12) _____ 13.

Level	Sorted Under DMM	Description (DMM E230 and E240 as applicable)	Number of Copies	Number Qualified Addressed Pieces	Rate	Postage
10.	<input type="checkbox"/> M200 <input type="checkbox"/> M81C <input type="checkbox"/> M82D	Nonautomation			\$.219	
17.		Automation Letters			.189	
18.		Automation Flats			.195	
19.		Nonautomation			.174	
20.		Automation Letters			.151	
21.		Automation Flats			.150	
22.		Basic Carrier Route			.107	
23.		Carrier Route High Density			.100	
24.		Carrier Route Saturation			.086	
28. Subtotal						+
29.		Nonadvertising Percentage (100 - Adv. %) _____ x No. of Qual. Pcs. (Line 28) x \$.0042				
30.		Number of Addressed Pieces (not copies) entered at delivery unit zone rate _____ x \$.012				
31.		Number of Addressed Pieces (not copies) entered at SCF zone rate _____ x \$.006				
32.		Total Piece Rate Discount (Lines 29 + 30 + 31)				-
		Total Piece Rate Postage (Lines 28 - 32)				33.
		Lines 25 through 27 are reserved.				
		Total Postage Side 1 (Lines 13 + 33) — Carry to Side 2 (Line 35)				34.

Form 3541-N — Periodicals — Nonprofit Rates

Total Postage From Side 1 (Line 34) ▶ 35.

In-County

Pound Rate	Entry	Subscriber Copies*	Nonsubscriber Copies*	Total Copies	Total Pounds	Rate	Postage
	36.	Delivery Unit					\$.116
37.	All Other					.126	

*All commingled nonsubscriber copies over 10% limit are not eligible for in-county rates. Total In-County Pound Rate Postage ▶ 38.

Piece Rate (In addition to pound rate)	Level	Description (DMM E230 and E240 as applicable)	Number of Copies	No. of Qualified Addressed Pieces	Rate	Postage	
	39.	Basic	Nonautomation			\$.082	
40.	Automation		Letters		.082		
41.	Automation		Flats		.082		
42.	3/5	Nonautomation			.082		
43.		Automation	Flats		.067		
44.	3-Digit	Automation Letters			.078		
45.	5-Digit	Automation Letters			.065		
46.	Carrier Route	Basic Carrier Route			.044		
47.		High Density			.039		
48.		Saturation			.037		
49.	Subtotal (Lines 39 through 48)						+
50.	Number of Addressed Pieces (not copies) entered at delivery unit zone rate _____ x \$.003 = -						
Lines 52 and 53 are reserved.						Total In-County Piece Rate Postage	▶ 51.

Foreign (IMM 242.2)

54. Weight per Copy: Include All Wrappings (Canada)	55. Weight per Copy: Include All Wrappings (Mexico)	56. Weight per Copy: Include All Wrappings (Other countries)			
_____ lbs. (Round off to 4 decimal places if necessary)	_____ lbs. (Round off to 4 decimal places if necessary)	_____ lbs. (Round off to 4 decimal places if necessary)			
1,000 or more pieces to a single country? <input type="checkbox"/> No <input type="checkbox"/> Yes (If YES, also complete Form 3541-S)					
Rate Category	Subscriber Copies	Nonsubscriber Copies	Total Copies	Rate	Postage
57. Canada					
58. Mexico					
59. Other Countries					
Total Foreign Postage					▶ 60.

61. For Commingled Nonsubscriber Copies Over 10% Limit: Compute additional postage for such copies on side 1 of a separate Form 3541-R. Enter from that form the total copies, the number of qualified addressed pieces, the total pounds, and the total postage where indicated below; attach that form to this form. Sequenced statement number of attached form: _____

From Attached Form 3541-R			
Copies (Line 10)	Qualified Addressed Pieces (Line 28)	Pounds (Line 10)	Postage (Line 34)
			▶ 62.

Total Postage (Add lines 35, 38, 51, 60, and 62) ▶ 63.

- For Automation Rate Preferred Periodicals Only: I certify that all business reply, courtesy reply, or metered reply letter-size cards or envelopes, enclosed in the pieces described above, bear the correct facing identification mark (FIM) and barcode under DMM C810.
- For Nonautomation Rate Preferred Periodicals Only: I certify that the ZIP Codes appearing on pieces in the mailing described above have been verified and corrected where necessary within 12 months of the date of this mailing using a USPS-approved method.

The submission of a false, fictitious, or fraudulent statement may result in imprisonment of up to 5 years and a fine of up to \$10,000 (18 USC 1001). In addition, a civil penalty of up to \$5,000 and an additional assessment of twice the amount falsely claimed may be imposed (31 USC 3802).

I hereby certify that all information furnished on this form is accurate and truthful, that the item does not contain any dangerous articles prohibited by postal regulations, that this mailing meets all applicable CASS/MASS standards for address and barcode accuracy, and that the material presented qualifies for the rates of postage claimed.

64a. Mailer's Printed Name and Signature	64b. Publisher's Printed Name and Telephone Number (If publisher not same as mailer)	65. Computed by (USPS; signature required)	66. Round Stamp (Required)
Customer No. _____ (Dun & Bradstreet)	Customer No. _____ (Dun & Bradstreet)		

3541	3600	3602	3605	3608	NC	P	PN	PR	F	10/98
------	------	------	------	------	-----------	---	----	----	---	-------

United States Postal Service
Postage Statement — Periodicals
Classroom Rates

Number of Containers (Fill in all that apply)
 1-Fl. NM Trays _____ 2-Fl. NM Trays _____ 2-Fl. ENM Trays _____ Total Letter Trays _____
 Rat Trays N/A Sacks _____ Pallets _____ Other _____

Check All That Apply
 Classroom Rate
 Incidental First-Class Enclosed

Publication Title or News Agent's Name _____ Publication No. _____ Edition Code/Key _____
 Mailers Name, Address (incl. ZIP Code), and Tel. No. (Complete lines 64a and b on reverse) _____ Entry Pos. Office Name, State, and ZIP+4 _____ Issue Date _____ Issue Frequency _____
 CAPS Customer Ref. ID _____ Finance Number _____ Mailing Date _____ Statement Sequence No. _____

Complete only ONE of Boxed Sections Below

Complete this section if this statement is for ONE ISSUE or EDITION
 Average Weight per Copy for Issue (DMM P013) _____ lbs.
 (Round off to 4 decimal places if necessary)
 Advertising Percentage in This Issue _____ %
 Post Office Computed Average of Combined Weight per Copy _____ lbs.
 (Round off to 4 decimal places if necessary)

Complete this section if this statement is for ALL ISSUES of a calendar month. Enter total pounds on lines 1 through 9 and on line 12. To compute per piece charges, multiply number of addressed pieces per issue by number of issues and put result on lines 16 through 25 as appropriate.
 Number of Issues This Month _____ Advertising Percentage in Total Month's Issue _____ %
 Weight of One Piece (DMM P200) _____ lbs.
 (Round off to 6 decimal places if necessary)
 Combined Weight of One Copy From Each Issue _____ lbs.

Zone	Subscriber Copies*	Non-subscriber Copies*	Total Copies	Total Pounds	Advertising Pounds	Rate	Postage	Totals
1. Del. Unit						\$.169		
2. SCF						.190		
3. 1 & 2						.214		
4. 3						.224		
5. 4						.251		
6. 5						.292		
7. 6						.336		
8. 7						.388		
9. 8						.432		
10. Subtotals								

* All commingled nonsubscriber copies in excess of the 10% limit must pay regular rates and use Form 3541-R. Noncommingled nonsubscriber copies in excess of the 10% limit are not eligible at Periodicals rates.

12. Nonadvertising Pounds (Total lbs. - Adv. lbs.) _____ x \$.142 = _____

Lines 11, 14, and 15 are reserved.

Total Pound Rate Postage (Lines 10 + 12) _____

Level	Sorted Under DMM <input type="checkbox"/> M2C0 <input type="checkbox"/> M81C <input type="checkbox"/> M820	Description (DMM E230 and E240 as applicable)	Number of Copies	Number Qualified Addressed Pieces	Rate	Postage	Totals
16. Basic	<input type="checkbox"/> Nonautomation				\$.219		
17. Basic	<input type="checkbox"/> Automation	Letters			.189		
18. Basic	<input type="checkbox"/> Automation	Flats			.195		
19. 3/5	<input type="checkbox"/> Nonautomation				.174		
20. 3/5	<input type="checkbox"/> Automation	Flats			.150		
21. 3/5	<input type="checkbox"/> Automation	3-Digit Letters			.151		
22. 3/5	<input type="checkbox"/> Automation	5-Digit Letters			.151		
23. Carrier Route	<input type="checkbox"/> Basic Carrier Route				.107		
24. Carrier Route	<input type="checkbox"/> High Density				.100		
25. Carrier Route	<input type="checkbox"/> Saturation				.086		
26. Subtotals							
29. Nonadvertising Percentage (100 - Adv. %) _____ x No. of Qual. Pcs. (Line 28) x \$.0042							
30. Number of Addressed Pieces (not copies) entered at delivery unit zone rate _____ x \$.012							
31. Number of Addressed Pieces (not copies) entered at GCF zone rate _____ x \$.006							
32. Total Piece Rate Discount (Lines 29 + 30 + 31)							

Total Piece Rate Postage (Lines 28 - 32) _____

Lines 26 and 27 are reserved.

Total Postage Side 1 (Lines 13 + 33) — Carry to Side 2 (Line 35) _____

Form 3541-NC — Periodicals — Classroom Rates

Total Postage From Side 1 (Line 34) ▶ 35.

In-County

Pound Rate	Entry	Subscriber Copies*	Nonsubscriber Copies*	Total Copies	Total Pounds	Rate	Postage
36.	Delivery Unit					\$.116	
37.	All Other					.126	

*All commingled nonsubscriber copies over 10% limit are not eligible for in-county rates. Total In-County Pound Rate Postage ▶ 38.

Piece Rate (In addition to pound rate)	Level	Description (DMM E230 and E240 as applicable)	Number of Copies	No. of Qualified Addressed Pieces	Rate	Postage	
39.	Basic	Nonautomation			\$.082		
40.		Automation	Letters		.082		
41.		Flats			.082		
42.	3/5	Nonautomation			.082		
43.		Automation Flats			.067		
44.	3-Digit	Automation Letters			.078		
45.	5-Digit	Automation Letters			.065		
46.	Carrier Route	Basic Carrier Route			.044		
47.		High Density			.039		
48.		Saturation			.037		
49.	Subtotal (Lines 39 through 48)						+
50.	Number of Addressed Pieces (not copies) entered at delivery unit zone rate _____ x \$.003						-
Lines 52 and 53 are reserved.							
Total In-County Piece Rate Postage							▶ 51.

Foreign (IMM 242.2)

54. Weight per Copy: include All Wrappings (Canada) _____ lbs. (Round off to 4 decimal places if necessary)	55. Weight per Copy: include All Wrappings (Mexico) _____ lbs. (Round off to 4 decimal places if necessary)	56. Weight per Copy: include All Wrappings (Other countries) _____ lbs. (Round off to 4 decimal places if necessary)
1,000 or more pieces to a single country? <input type="checkbox"/> No <input type="checkbox"/> Yes (If YES, also complete Form 3541-3)		

Rate Category	Subscriber Copies	Nonsubscriber Copies	Total Copies	Rate	Postage
57. Canada					
58. Mexico					
59. Other Countries					

Total Foreign Postage ▶ 60.

61. For Commingled Nonsubscriber Copies Over 10% Limit: Compute additional postage for such copies on side 1 of a separate Form 3541-R. Enter from that form the total copies, the number of qualified addressed pieces, the total pounds, and the total postage where indicated below; attach that form to this form. Sequenced statement number of attached form: _____

From Attached Form 3541-R

Copies (Line 10)	Qualified Addressed Pieces (Line 28)	Pounds (Line 10)	Postage (Line 34)
			▶ 62.

Total Postage (Add lines 35, 38, 51, 60, and 62) ▶ 63.

- For Automation Rate Preferred Periodicals Only: I certify that all business reply, courtesy reply, or metered reply letter-size cards or envelopes, enclosed in the pieces described above, bear the correct facing identification mark (FIM) and barcode under DMM C810.
- For Nonautomation Rate Preferred Periodicals Only: I certify that the ZIP Codes appearing on pieces in the mailing described above have been verified and corrected where necessary within 12 months of the date of this mailing using a USPS-approved method.

The submission of a false, fictitious, or fraudulent statement may result in imprisonment of up to 5 years and a fine of up to \$10,000 (18 USC 1001). In addition, a civil penalty of up to \$5,000 and an additional assessment of twice the amount falsely claimed may be imposed (31 USC 3802).

I hereby certify that all information furnished on this form is accurate and truthful, that the item does not contain any dangerous articles prohibited by postal regulations, that this mailing meets all applicable CASS/MASS standards for address and barcode accuracy, and that the material presented qualifies for the rates of postage claimed.

64a. Mailer's Printed Name and Signature Customer No. _____ (Dun & Bradstreet)	64b. Publisher's Printed Name and Telephone Number (If publisher not same as mailer) Customer No. _____ (Dun & Bradstreet)	65. Computed by (USPS; signature required)	66. Round Stamp (Required)
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3541	M000	3532	1605	3000	1	F	FN	FR	R	10/98
------	------	------	------	------	---	---	----	----	---	-------

United States Postal Service
Postage Statement — Periodicals
Regular and Science-of-Agriculture Rates

Number of Containers (Fill in all that apply)
 1-Fl. MM Trays _____ 2-Fl. MM Trays _____ 2-Fl. EMW Trays _____ Total Letter Trays _____
 Flat Trays N/A Sacks _____ Pallets _____ Other _____

Check All That Apply
 Regular Rate
 Requester
 Science-of-Agriculture Rate
 Incidental First-Class Enclosed

Publication Title or News Agent's Name _____ Publication No. _____ Edition Code/Key _____
 Mailer's Name, Address (Incl. ZIP Code), and Tel. No. (Complete lines 6-4a and b on reverse) _____ Entry Post Office Name, State, and ZIP+4 _____ Issue Date _____ Issue Frequency _____
 CAPS Customer Ref. ID _____ Finance Number _____ Mailing Date _____ Statement Sequence No. _____

Complete only ONE of Boxed Sections Below

Complete this section if this statement is for ONE ISSUE or EDITION
 Average Weight per Copy for Issue (DMM P013) _____ lbs.
 (Round off to 4 decimal places if necessary)
 Advertising Percentage in This Issue _____ %
 Post Office Computed Average of Combined Weight per Copy _____ lbs.
 (Round off to 4 decimal places if necessary)

Complete this section if this statement is for ALL ISSUES of a calendar month. Enter total pounds on lines 1 through 9 and on line 12. To compute per piece charges, multiply number of addressed pieces per issue by number of issues and put result on lines 16 through 24 as appropriate.
 Number of Issues This Month _____ Advertising Percentage in Total Month's Issue _____ %
 Weight of One Sheet (DMM P200) _____ lbs.
 (Round off to 6 decimal places if necessary)
 Combined Weight of One Copy From Each Issue _____ lbs.

Zone	Subscriber/Requester Copies	Non-Sub/Non-Req. Copies*		Total Copies	Total Pounds	Advertising Pounds	Rate		Postage	Totals
		W/in 10% Limit	Over 10% Com.				Regular	Sci./Ag.		
1. Del. Unit							\$.169	\$.127		
2. SCF							.190	.143		
3. 1 & 2							.214	.161		
4. 3							.224			
5. 4							.251			
6. 5							.292			
7. 6							.336			
8. 7							.388			
9. 8							.432			
10. Subtotals										
12. Nonadvertising Pounds (Total lbs. - Adv. lbs.) _____ x \$.151 = _____										

* Requester publications, and all commingled nonsubscriber copies in excess of the 10% limit, must pay regular rates. Noncommingled nonsubscriber/nonrequester copies in excess of the 10% limit are not mailable at Periodicals rates.

Lines 11, 14, and 15 are reserved. Total Pound Rate Postage (Lines 10 + 12) _____ 13.

Level	Sorted Under DMM			Description (DMM E230 and E240 as applicable)	Number of Copies	Number Qualified Addressed Pieces	Rate	Postage
	<input type="checkbox"/> M200	<input type="checkbox"/> M810	<input type="checkbox"/> M820					
16. Basic	Nonautomation						\$.240	
17. Basic	Automation			Letters			.194	
18. Basic	Automation			Flats			.209	
19. 3/5	Nonautomation						.202	
20. 3/5	Automation			Letters			.173	
21. 3/5	Automation			Flats			.175	
22. Carrier Route	Basic Carrier Route						.119	
23. Carrier Route	High Density						.111	
24. Carrier Route	Saturation						.095	
25. Subtotals								+
29. Nonadvertising Percentage (100 - Adv. %) _____ x \$.00057 x No. of Qual. Pcs. (Line 28) = _____								
30. Number of Addressed Pieces (not copies) entered at delivery unit zone rate _____ x \$.021 = _____								
31. Number of Addressed Pieces (not copies) entered at SCF zone rate _____ x \$.01 = _____								
32. Total Piece Rate Discount (Lines 29 + 30 + 31) _____								
Total Piece Rate Postage (Lines 28 - 32) _____ 33.								
Lines 25 through 27 are reserved. Total Postage Side 1 (Lines 13 + 33) - Carry to Side 2 (Line 35) _____ 34.								

Form 3541-R — Periodicals — Regular and Science-of-Agriculture Rates

Total Postage From Side 1 (Line 34) ➔ 35.

In-County

Pound Rate	Entry	Subscriber Copies*	Nonsubscriber Copies*	Total Copies	Total Pounds	Rate	Postage
	36	Delivery Unit					\$.116
37	All Other					.126	

* Requester and all commingled nonsubscriber copies over 10% limit are not eligible for in-county rates. Total In-County Pound Rate Postage ➔ 38.

Piece Rate (in addition to pound rate)	Level	Description (DMM E230 and E240 as applicable)	Number of Copies	No. of Qualified Addressed Pieces	Rate	Postage	
	39	Basic	Nonautomation			\$.082	
40	Automation		Letters		.082		
41			Flats		.082		
42	3/5	Nonautomation			.082		
43		Automation Flats			.067		
44	3-Digit	Automation Letters			.078		
45	5-Digit	Automation Letters			.065		
46	Carrier Route	Basic Carrier Route			.044		
47		High Density			.039		
48		Saturation			.037		
49	Subtotal (Lines 39 through 48)						+ _____
50	Number of Addressed Pieces (not copies) entered at delivery unit zone rate _____ x \$.003						- _____
Lines 52 and 53 are reserved.						Total In-County Piece Rate Postage ➔ 51.	

Foreign (IMM 242.2)

54. Weight per Copy: Include All Wrappings (Canada) _____ lbs. <i>(Round off to 4 decimal places if necessary)</i>	55. Weight per Copy: Include All Wrappings (Mexico) _____ lbs. <i>(Round off to 4 decimal places if necessary)</i>	56. Weight per Copy: Include All Wrappings (Other countries) _____ lbs. <i>(Round off to 4 decimal places if necessary)</i>
1,000 or more pieces to a single country? <input type="checkbox"/> No <input type="checkbox"/> Yes <i>(If YES, also complete Form 3541-S)</i>		

Rate Category	Subscriber/ Requester Copies	Nonsubscriber/ Nonrequester Copies	Total Copies	Rate	Postage
57. Canada					
58. Mexico					
59. Other Countries					

Total Foreign Postage ➔ 60.

61. For Commingled Nonsubscriber Copies Over 10% Limit: Compute additional postage for such copies on side 1 of a separate Form 3541-R. Enter from that form the total copies, the number of qualified addressed pieces, the total pounds, and the total postage where indicated below; attach that form to this form. Sequenced statement number of attached form: _____

From Attached Form 3541-R

Copies (Line 10)	Qualified Addressed Pieces (Line 28)	Pounds (Line 10)	Postage (Line 34)
			➔ 62.

Total Postage (Add lines 35, 38, 51, 60, and 62) ➔ 63.

- For Automation Rate Regular Periodicals Only: I certify that all business reply, courtesy reply, or metered reply letter-size cards or envelopes, enclosed in the pieces described above, bear the correct facing identification mark (FIM) and barcode under DMM C810.
- For Nonautomation Rate Regular Periodicals Only: I certify that the ZIP Codes appearing on pieces in the mailing described above have been verified and corrected where necessary within 12 months of the date of this mailing using a USPS-approved method.

The submission of a false, fictitious, or fraudulent statement may result in imprisonment of up to 5 years and a fine of up to \$10,000 (18 USC 1001). In addition, a civil penalty of up to \$5,000 and an additional assessment of twice the amount falsely claimed may be imposed (31 USC 3802).

I hereby certify that all information furnished on this form is accurate and truthful, that the item does not contain any dangerous articles prohibited by postal regulations, that this mailing meets all applicable CASS/MASS standards for address and barcode accuracy, and that the material presented qualifies for the rates of postage claimed.

64a. Mailers Printed Name and Signature Customer No. _____ (Dun & Bradstreet)	64b. Publisher's Printed Name and Telephone Number (if publisher not same as mailer) Customer No. _____ (Dun & Bradstreet)	65. Computed by (USPS; signature required)	66. Round Stamp (Required)
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Form 3602-N — Standard Mail (A) (Nonprofit Only) — Permit Imprint

Postage Computation

Entry Discount (If any)	Presort / Automation Discounts	Net Rate	Count (Pcs. / Lbs.)	Charge	Entry Discount (If any)	Presort / Automation Discounts	Net Rate	Count (Pcs. / Lbs.)	Charge
A Nonprofit Automation Rates — Letters (DMM C810) and Flats (DMM C820) Weighing .2087 Lb. (3.3388 Oz.) or Less					B Nonprofit Nonautomation Rates — Pieces Weighing .2087 Lb. (3.3388 Oz.) or Less				
None	5-Digit Letter	.088 x	_____ pcs. = \$	_____	None	3/5 Letter	.120 x	_____ pcs. = \$	_____
	3-Digit Letter	.101 x	_____ pcs. = \$	_____		3/5 Nonletter	.149 x	_____ pcs. = \$	_____
	Basic Letter	.105 x	_____ pcs. = \$	_____		Basic Letter	.138 x	_____ pcs. = \$	_____
	3/5 Flat	.125 x	_____ pcs. = \$	_____		Basic Nonletter	.201 x	_____ pcs. = \$	_____
	Basic Flat	.177 x	_____ pcs. = \$	_____	DBMC	3/5 Letter	.107 x	_____ pcs. = \$	_____
DBMC	5-Digit Letter	.075 x	_____ pcs. = \$	_____		3/5 Nonletter	.136 x	_____ pcs. = \$	_____
	3-Digit Letter	.088 x	_____ pcs. = \$	_____		Basic Letter	.125 x	_____ pcs. = \$	_____
	Basic Letter	.092 x	_____ pcs. = \$	_____		Basic Nonletter	.188 x	_____ pcs. = \$	_____
	3/5 Flat	.112 x	_____ pcs. = \$	_____	DSCF	3/5 Letter	.102 x	_____ pcs. = \$	_____
	Basic Flat	.164 x	_____ pcs. = \$	_____		3/5 Nonletter	.131 x	_____ pcs. = \$	_____
DSCF	5-Digit Letter	.070 x	_____ pcs. = \$	_____		Basic Letter	.120 x	_____ pcs. = \$	_____
	3-Digit Letter	.083 x	_____ pcs. = \$	_____		Basic Nonletter	.183 x	_____ pcs. = \$	_____
	Basic Letter	.087 x	_____ pcs. = \$	_____	Total — Part B (Carry to front of form) \$ _____				
	3/5 Flat	.107 x	_____ pcs. = \$	_____	D Check <input type="checkbox"/> Nonprofit Rate Pieces Weighing More Than .2087 Lb. (3.3388 Oz.) but Less Than 1.0 Lb. (16.0 Oz.)				
	Basic Flat	.159 x	_____ pcs. = \$	_____	One: <input type="checkbox"/> Nonprofit Enhanced Carrier Route Rate Pieces Weighing More Than .2084 Lb. (3.3348 Oz.) but Less Than 1.0 Lb. (16.0 Oz.)				
Total — Part A (Carry to front of form) \$ _____					None	Saturation ECR	.000 x	_____ pcs. = \$	_____
						plus	.451 x	_____ lbs. = \$	_____
						High Density ECR	.006 x	_____ pcs. = \$	_____
						plus	.451 x	_____ lbs. = \$	_____
						Basic ECR	.013 x	_____ pcs. = \$	_____
						plus	.451 x	_____ lbs. = \$	_____
						3/5 Automation*	.024 x	_____ pcs. = \$	_____
						plus	.484 x	_____ lbs. = \$	_____
						3/5 Nonautomation	.048 x	_____ pcs. = \$	_____
						plus	.484 x	_____ lbs. = \$	_____
						Basic Automation*	.076 x	_____ pcs. = \$	_____
						plus	.484 x	_____ lbs. = \$	_____
						Basic Nonautomation	.100 x	_____ pcs. = \$	_____
						plus	.484 x	_____ lbs. = \$	_____
					DBMC	Saturation ECR	.000 x	_____ pcs. = \$	_____
						plus	.389 x	_____ lbs. = \$	_____
						High Density ECR	.006 x	_____ pcs. = \$	_____
						plus	.389 x	_____ lbs. = \$	_____
						Basic ECR	.013 x	_____ pcs. = \$	_____
						plus	.389 x	_____ lbs. = \$	_____
						3/5 Automation*	.024 x	_____ pcs. = \$	_____
						plus	.422 x	_____ lbs. = \$	_____
						3/5 Nonautomation	.048 x	_____ pcs. = \$	_____
						plus	.422 x	_____ lbs. = \$	_____
						Basic Automation*	.076 x	_____ pcs. = \$	_____
						plus	.422 x	_____ lbs. = \$	_____
						Basic Nonautomation	.100 x	_____ pcs. = \$	_____
						plus	.422 x	_____ lbs. = \$	_____
					DSCF	Saturation ECR	.000 x	_____ pcs. = \$	_____
						plus	.363 x	_____ lbs. = \$	_____
						High Density ECR	.006 x	_____ pcs. = \$	_____
						plus	.363 x	_____ lbs. = \$	_____
						Basic ECR	.013 x	_____ pcs. = \$	_____
						plus	.363 x	_____ lbs. = \$	_____
						3/5 Automation*	.024 x	_____ pcs. = \$	_____
						plus	.396 x	_____ lbs. = \$	_____
						3/5 Nonautomation	.048 x	_____ pcs. = \$	_____
						plus	.396 x	_____ lbs. = \$	_____
						Basic Automation*	.076 x	_____ pcs. = \$	_____
						plus	.396 x	_____ lbs. = \$	_____
						Basic Nonautomation	.100 x	_____ pcs. = \$	_____
						plus	.396 x	_____ lbs. = \$	_____
					DDU	Saturation ECR	.000 x	_____ pcs. = \$	_____
						plus	.337 x	_____ lbs. = \$	_____
						High Density ECR	.006 x	_____ pcs. = \$	_____
						plus	.337 x	_____ lbs. = \$	_____
						Basic ECR	.013 x	_____ pcs. = \$	_____
						plus	.337 x	_____ lbs. = \$	_____
Total — Part C (Carry to front of form) \$ _____					Total — Part D (Carry to front of form) \$ _____				

* Available only for automation-compatible flats (DMM C820)

3602	PN	10/98
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United States Postal Service

**Postage Statement — Standard Mail (A)
(Nonprofit Only) — Meter or Precanceled Postage Affixed**

Payment Method
 Meter Postage
 Precanceled Stamps

MAILER: Complete all items by typewriter, pen, or indelible pencil. If you need a receipt, use Form 3606 (DMM S914).

Mailer Information	Post Office of Mailing	Mailing Date	Processing Category <input type="checkbox"/> Letters (DMM C050) <input type="checkbox"/> Flats (DMM C05C) <input type="checkbox"/> Automation Flats (DMM C820) <input type="checkbox"/> Mailable Parcels (DMM C060) <input type="checkbox"/> Irregular Parcels (LMM C05C)	USPS Authorized Mailing ID Code(s)
	Permit No.	Statement Sequence No.		
	Permit Holder's Name and Address (Include ZIP Code)	Telephone	Receipt No.	Prepared Under LMM (Check all that apply) <input type="checkbox"/> M610 (Letters, flats, parcels) <input type="checkbox"/> M610 (Upgradable letters) <input type="checkbox"/> M620 (Enhanced Carrier Route) <input type="checkbox"/> M810 (Automation letters) <input type="checkbox"/> M820 (Automation flats)
	Authorized nonprofit rates? (DMM E670) <input type="checkbox"/> Yes <input type="checkbox"/> No	Customer No. (Dun & Bradstreet)	Number of Containers (Fill in all that apply) 1-Fl. MM Trays _____ 2-Fl. NM Trays _____ 2-Fl. EMM Trays _____ Total Ltr. Trays _____ Flat Trays N/A Sacks _____ Pallets _____ Other _____ Weight of a Single Piece _____ pounds Total Pieces _____ Total Weight _____	If Sacking, Based On <input type="checkbox"/> 125 pieces <input type="checkbox"/> 15 pounds <input type="checkbox"/> Both
Name and Address of Organization for Which Mailing is Prepared (if other than permit holder)		Authorized nonprofit rates? (DMM E570) <input type="checkbox"/> Yes <input type="checkbox"/> No	Customer No. (Dun & Bradstreet)	Customer No. (Dun & Bradstreet)

Postage Computation	<input type="checkbox"/> For Nonprofit automation rate letter-size (DMM C810) or flat-size pieces (see DMM C820) weighing .2087 lb. (3.3388 oz.) or less, go to Part A on reverse of this form. <input type="checkbox"/> For Nonprofit nonautomation rate pieces (DMM C050) weighing .2087 lb. (3.3388 oz.) or less, go to Part B on reverse of this form. <input type="checkbox"/> For Nonprofit Enhanced Carrier Route rate pieces (DMM C050) weighing .2084 lb. (3.3348 oz.) or less, go to Part C on reverse of this form. <input type="checkbox"/> For Nonprofit Enhanced Carrier Route rate pieces weighing more than .2084 lb. (3.3348 oz.), or Nonprofit rate pieces weighing more than .2085 lb. (3.3362 oz.) but all less than 1.0 lb. (16.0 oz.), go to Part D on reverse of this form.	Postage (From reverse side)	Part A	\$
			Part B	\$
			Part C	\$
			Part D	\$
	<input type="checkbox"/> Additional Postage Payment (State reasons) <input type="checkbox"/> Single-Piece Rate <input type="checkbox"/> Nonstandard Surcharge <input type="checkbox"/> Special Service (Specify)	No. Pieces	Rate/Fee Per Pc.	= \$
	Is additional bulk pound rate paid by permit imprint? (Form 3602-N required) <input type="checkbox"/> Yes <input type="checkbox"/> No	Total Postage		\$
	Postage Affixed at (Check one) <input type="checkbox"/> Correct Rate <input type="checkbox"/> Lowest Rate <input type="checkbox"/> Neither (DMM P600)	_____ pcs. x \$ _____ = Less Total Affixed		\$ -
		Net Postage Due		\$

Certification	<input type="checkbox"/> For Enclosed Reply Pieces (Automation rates only): I certify that all business reply, courtesy reply, or metered reply letter-size cards or envelopes, enclosed in the pieces described above, bear the correct facing identification mark (FIM) and barcode under DMM C810. <input type="checkbox"/> For ZIP Codes (Nonautomation rates only): I certify that the ZIP Codes appearing on the pieces described above have been verified and corrected where necessary within 12 months of the date of this mailing using a USPS-approved method.	
	The signature of a mailer certifies that: (1) the mailing does not violate DMM E670; (2) only the mailer's matter is being mailed; (3) this is not a cooperative mailing with other persons or organizations that are not authorized to mail at Nonprofit Standard Mail rates at this office; (4) this mailing has not been undertaken by the mailer on behalf of or produced for another person or organization not authorized to mail at Nonprofit Standard Mail rates at this office; (5) the mailing, if made by a voting registration official, is required or authorized by the National Voter Registration Act of 1993; and (6) it will be liable for and agrees to pay, subject to appeals prescribed by postal laws and regulations, any revenue deficiencies assessed on this mailing, whether due to a finding that the mailing is cooperative or for other reasons. (If this form is signed by an agent, the agent certifies that it is authorized to sign this statement, that the certification binds the agent and the nonprofit mailer, and both the nonprofit mailer and the agent will be liable for and agree to pay any deficiencies.) The submission of a false, fictitious, or fraudulent statement may result in imprisonment of up to 5 years and a fine of up to \$10,000 (18 USC 1001). In addition, a civil penalty of up to \$5,000 and an additional assessment of twice the amount falsely claimed may be imposed (31 USC 3802).	
	I hereby certify that all information furnished on this form is accurate and truthful, that this mailing meets all applicable CASS/MASS standards for address and barcode accuracy, and that the material presented qualifies for the rates of postage claimed.	
	Signature of Permit Holder or Agent (Both principal and agent are liable for any postage deficiency incurred.)	Telephone

USPS Use Only	Single-Piece Weight _____ pounds	Are figures at left adjusted from mailer's entries? <input type="checkbox"/> Yes <input type="checkbox"/> No		
		If "Yes," Reason _____		
	Check One <input type="checkbox"/> Presort Verification Not Scheduled <input type="checkbox"/> Presort Verification Performed as Scheduled	Date Mailer Notified	Contact	By (Initials)
	I CERTIFY that this mailing has been inspected concerning: (1) eligibility for postage rate claimed; (2) proper preparation (and presort where required); (3) proper completion of postage statement; and (4) payment of required annual fee.			
	Signature of Weigher	Time	AM PM	

Form 3602-PN — Standard Mail (A) (Nonprofit Only) — Postage Affixed

¹ Show actual amount due for each piece.
Show total affixed and balance due on front.

Postage Computation

Entry Discount (If any)	Presort / Automation Discounts	Net Rate ¹	Count (Pcs.)	Charge
A Nonprofit Automation Rates — Letters (DMM C810) and Flats (DMM C820) Weighing .2087 Lb. (3.3388 Oz.) or Less				
None	5-Digit Letter	.088 x	_____ pcs.	= \$ _____
	3-Digit Letter	.101 x	_____ pcs.	= \$ _____
	Basic Letter	.105 x	_____ pcs.	= \$ _____
	3/5 Flat	.125 x	_____ pcs.	= \$ _____
	Basic Flat	.177 x	_____ pcs.	= \$ _____
DBMC	5-Digit Letter	.075 x	_____ pcs.	= \$ _____
	3-Digit Letter	.088 x	_____ pcs.	= \$ _____
	Basic Letter	.092 x	_____ pcs.	= \$ _____
	3/5 Flat	.112 x	_____ pcs.	= \$ _____
	Basic Flat	.164 x	_____ pcs.	= \$ _____
DSCF	5-Digit Letter	.070 x	_____ pcs.	= \$ _____
	3-Digit Letter	.083 x	_____ pcs.	= \$ _____
	Basic Letter	.087 x	_____ pcs.	= \$ _____
	3/5 Flat	.107 x	_____ pcs.	= \$ _____
	Basic Flat	.159 x	_____ pcs.	= \$ _____

Total — Part A (Carry to front of form) \$ _____

Entry Discount (If any)	Presort / Automation Discounts	Net Rate ¹	Count (Pcs.)	Charge
C Nonprofit Enhanced Carrier Route Rates — Pieces Weighing .2084 Lb. (3.3348 Oz.) or Less				
None	Saturation Letter	.087 x	_____ pcs.	= \$ _____
	Saturation Nonletter	.094 x	_____ pcs.	= \$ _____
	High Density Letter	.093 x	_____ pcs.	= \$ _____
	Basic Automation Letter	.085 x	_____ pcs.	= \$ _____
	High Density Nonletter	.100 x	_____ pcs.	= \$ _____
	Basic Letter	.099 x	_____ pcs.	= \$ _____
DBMC	Saturation Letter	.074 x	_____ pcs.	= \$ _____
	Saturation Nonletter	.081 x	_____ pcs.	= \$ _____
	High Density Letter	.080 x	_____ pcs.	= \$ _____
	Basic Automation Letter	.072 x	_____ pcs.	= \$ _____
	High Density Nonletter	.087 x	_____ pcs.	= \$ _____
	Basic Letter	.086 x	_____ pcs.	= \$ _____
DSCF	Saturation Letter	.069 x	_____ pcs.	= \$ _____
	Saturation Nonletter	.076 x	_____ pcs.	= \$ _____
	High Density Letter	.075 x	_____ pcs.	= \$ _____
	Basic Automation Letter	.067 x	_____ pcs.	= \$ _____
	High Density Nonletter	.082 x	_____ pcs.	= \$ _____
	Basic Letter	.081 x	_____ pcs.	= \$ _____
DDU	Saturation Letter	.063 x	_____ pcs.	= \$ _____
	Saturation Nonletter	.070 x	_____ pcs.	= \$ _____
	High Density Letter	.069 x	_____ pcs.	= \$ _____
	Basic Automation Letter	.061 x	_____ pcs.	= \$ _____
	High Density Nonletter	.076 x	_____ pcs.	= \$ _____
	Basic Letter	.075 x	_____ pcs.	= \$ _____

Total — Part C (Carry to front of form) \$ _____

Entry Discount (If any)	Presort / Automation Discounts	Net Rate ¹	Count (Pcs.)	Charge
B Nonprofit Nonautomation Rates — Pieces Weighing .2087 Lb. (3.3388 Oz.) or Less				
None	3/5 Letter	.120 x	_____ pcs.	= \$ _____
	3/5 Nonletter	.149 x	_____ pcs.	= \$ _____
	Basic Letter	.138 x	_____ pcs.	= \$ _____
	Basic Nonletter	.201 x	_____ pcs.	= \$ _____
DBMC	3/5 Letter	.107 x	_____ pcs.	= \$ _____
	3/5 Nonletter	.136 x	_____ pcs.	= \$ _____
	Basic Letter	.125 x	_____ pcs.	= \$ _____
DSCF	3/5 Letter	.102 x	_____ pcs.	= \$ _____
	3/5 Nonletter	.131 x	_____ pcs.	= \$ _____
	Basic Letter	.120 x	_____ pcs.	= \$ _____

Total — Part B (Carry to front of form) \$ _____

D Check Nonprofit Rate Pieces Weighing More Than .2087 Lb. (3.3388 Oz.) but Less Than 1.0 Lb. (16.0 Oz.)
One: Nonprofit Enhanced Carrier Route Rate Pieces Weighing More Than .2084 Lb. (3.3348 Oz.) but Less Than 1.0 Lb. (16.0 Oz.)

Enter the applicable rate for each piece computed as described in DMM E612

None	Saturation ECR	\$ _____ x	_____ pcs.	= \$ _____
	High Density ECR	\$ _____ x	_____ pcs.	= \$ _____
	Basic ECR	\$ _____ x	_____ pcs.	= \$ _____
	3/5 Automation*	\$ _____ x	_____ pcs.	= \$ _____
	3/5 Nonautomation	\$ _____ x	_____ pcs.	= \$ _____
	Basic Automation*	\$ _____ x	_____ pcs.	= \$ _____
DBMC	Saturation ECR	\$ _____ x	_____ pcs.	= \$ _____
	High Density ECR	\$ _____ x	_____ pcs.	= \$ _____
	Basic ECR	\$ _____ x	_____ pcs.	= \$ _____
	3/5 Automation*	\$ _____ x	_____ pcs.	= \$ _____
	3/5 Nonautomation	\$ _____ x	_____ pcs.	= \$ _____
	Basic Automation*	\$ _____ x	_____ pcs.	= \$ _____
DSCF	Saturation ECR	\$ _____ x	_____ pcs.	= \$ _____
	High Density ECR	\$ _____ x	_____ pcs.	= \$ _____
	Basic ECR	\$ _____ x	_____ pcs.	= \$ _____
	3/5 Automation*	\$ _____ x	_____ pcs.	= \$ _____
	3/5 Nonautomation	\$ _____ x	_____ pcs.	= \$ _____
	Basic Automation*	\$ _____ x	_____ pcs.	= \$ _____
DDU	Saturation ECR	\$ _____ x	_____ pcs.	= \$ _____
	High Density ECR	\$ _____ x	_____ pcs.	= \$ _____
	Basic ECR	\$ _____ x	_____ pcs.	= \$ _____

*Available only for automation-compatible flats (DMM C820)

Total — Part D (Carry to front of form) \$ _____

Form 3602-NV — Standard Mail (A) (Nonprofit Only) — Permit Imprint

Postage Computation

Entry Discount (if any)	Presort / Automation Discounts	Net Rate	Count (Pcs. / Lbs.)	Charge	Entry Discount (if any)	Presort / Automation Discounts	Net Rate	Count (Pcs. / Lbs.)	Charge	
A Nonprofit Automation Rates — Letters (DMM C610) and Flats (DMM C820) Weighing .2087 Lb. (3.3388 Oz.) or Less					B Nonprofit Nonautomation Rates — Pieces Weighing .2067 Lb. (3.3388 Oz.) or Less					
None	A1 5-Digit Letter	.088 x	_____ pcs. = \$	_____	None	B1 3/5 Letter	.120 x	_____ pcs. = \$	_____	
	A2 3-Digit Letter	.101 x	_____ pcs. = \$	_____		B2 3/5 Nonletter	.149 x	_____ pcs. = \$	_____	
	A3 Basic Letter	.105 x	_____ pcs. = \$	_____		B3 Basic Letter	.138 x	_____ pcs. = \$	_____	
	A4 3/5 Flat	.125 x	_____ pcs. = \$	_____		B4 Basic Nonletter	.201 x	_____ pcs. = \$	_____	
	A5 Basic Flat	.177 x	_____ pcs. = \$	_____	DBMC	B5 3/5 Letter	.107 x	_____ pcs. = \$	_____	
						B6 3/5 Nonletter	.136 x	_____ pcs. = \$	_____	
DBMC	A6 5-Digit Letter	.075 x	_____ pcs. = \$	_____		B7 Basic Letter	.125 x	_____ pcs. = \$	_____	
	A7 3-Digit Letter	.088 x	_____ pcs. = \$	_____		B8 Basic Nonletter	.188 x	_____ pcs. = \$	_____	
	A8 Basic Letter	.092 x	_____ pcs. = \$	_____	DSCF	B9 3/5 Letter	.102 x	_____ pcs. = \$	_____	
	A9 3/5 Flat	.112 x	_____ pcs. = \$	_____		B10 3/5 Nonletter	.131 x	_____ pcs. = \$	_____	
	A10 Basic Flat	.164 x	_____ pcs. = \$	_____		B11 Basic Letter	.120 x	_____ pcs. = \$	_____	
						B12 Basic Nonletter	.183 x	_____ pcs. = \$	_____	
DSCF	A11 5-Digit Letter	.070 x	_____ pcs. = \$	_____	Total — Part B (Carry to front of form) \$ _____					
	A12 3-Digit Letter	.083 x	_____ pcs. = \$	_____	D Check <input type="checkbox"/> Nonprofit Rate Pieces Weighing More Than .2087 Lb. (3.3388 Oz.) but Less Than 1.0 Lb. (16.0 Oz.)					
	A13 Basic Letter	.087 x	_____ pcs. = \$	_____	One: <input type="checkbox"/> Nonprofit Enhanced Carrier Route Rate Pieces Weighing More Than .2084 Lb. (3.3348 Oz.) but Less Than 1.0 Lb. (16.0 Oz.)					
	A14 3/5 Flat	.107 x	_____ pcs. = \$	_____	None	D1 Saturation ECR	.000 x	_____ lbs. = \$	_____	
	A15 Basic Flat	.159 x	_____ pcs. = \$	_____		plus	.451 x	_____ lbs. = \$	_____	
Total — Part A (Carry to front of form) \$ _____						D2 High Density ECR	.006 x	_____ lbs. = \$	_____	
C Nonprofit Enhanced Carrier Route Rates — Pieces Weighing .2084 Lb. (3.3348 Oz.) or Less						plus	.451 x	_____ lbs. = \$	_____	
None	C1 Saturation Letter	.087 x	_____ pcs. = \$	_____		D3 Basic ECR	.013 x	_____ lbs. = \$	_____	
	C2 Saturation Nonletter	.094 x	_____ pcs. = \$	_____		plus	.451 x	_____ lbs. = \$	_____	
	C3 High Density Letter	.093 x	_____ pcs. = \$	_____		D4 3/5 Automation*	.024 x	_____ lbs. = \$	_____	
	C4 Basic Automation Letter	.085 x	_____ pcs. = \$	_____		plus	.484 x	_____ lbs. = \$	_____	
	C5 High Density Nonletter	.100 x	_____ pcs. = \$	_____		D5 3/5 Nonautomation	.048 x	_____ lbs. = \$	_____	
	C6 Basic Letter	.099 x	_____ pcs. = \$	_____		plus	.484 x	_____ lbs. = \$	_____	
	C7 Basic Nonletter	.107 x	_____ pcs. = \$	_____		D6 Basic Automation*	.076 x	_____ lbs. = \$	_____	
DBMC	C8 Saturation Letter	.074 x	_____ pcs. = \$	_____		plus	.484 x	_____ lbs. = \$	_____	
	C9 Saturation Nonletter	.081 x	_____ pcs. = \$	_____		D7 Basic Nonautomation	.100 x	_____ lbs. = \$	_____	
	C10 High Density Letter	.080 x	_____ pcs. = \$	_____		plus	.484 x	_____ lbs. = \$	_____	
	C11 Basic Automation Letter	.072 x	_____ pcs. = \$	_____	DBMC	D8 Saturation ECR	.000 x	_____ lbs. = \$	_____	
	C12 High Density Nonletter	.087 x	_____ pcs. = \$	_____		plus	.389 x	_____ lbs. = \$	_____	
	C13 Basic Letter	.086 x	_____ pcs. = \$	_____		D9 High Density ECR	.006 x	_____ lbs. = \$	_____	
	C14 Basic Nonletter	.094 x	_____ pcs. = \$	_____		plus	.389 x	_____ lbs. = \$	_____	
DSCF	C15 Saturation Letter	.069 x	_____ pcs. = \$	_____		D10 Basic ECR	.013 x	_____ lbs. = \$	_____	
	C16 Saturation Nonletter	.076 x	_____ pcs. = \$	_____		plus	.389 x	_____ lbs. = \$	_____	
	C17 High Density Letter	.075 x	_____ pcs. = \$	_____		D11 3/5 Automation*	.024 x	_____ lbs. = \$	_____	
	C18 Basic Automation Letter	.067 x	_____ pcs. = \$	_____		plus	.422 x	_____ lbs. = \$	_____	
	C19 High Density Nonletter	.082 x	_____ pcs. = \$	_____		D12 3/5 Nonautomation	.048 x	_____ lbs. = \$	_____	
	C20 Basic Letter	.081 x	_____ pcs. = \$	_____		plus	.422 x	_____ lbs. = \$	_____	
	C21 Basic Nonletter	.089 x	_____ pcs. = \$	_____		D13 Basic Automation*	.076 x	_____ lbs. = \$	_____	
DDU	C22 Saturation Letter	.063 x	_____ pcs. = \$	_____		plus	.422 x	_____ lbs. = \$	_____	
	C23 Saturation Nonletter	.070 x	_____ pcs. = \$	_____		D14 Basic Nonautomation	.100 x	_____ lbs. = \$	_____	
	C24 High Density Letter	.069 x	_____ pcs. = \$	_____		plus	.422 x	_____ lbs. = \$	_____	
	C25 Basic Automation Letter	.061 x	_____ pcs. = \$	_____	DSCF	D15 Saturation ECR	.000 x	_____ lbs. = \$	_____	
	C26 High Density Nonletter	.076 x	_____ pcs. = \$	_____		plus	.363 x	_____ lbs. = \$	_____	
	C27 Basic Letter	.075 x	_____ pcs. = \$	_____		D16 High Density ECR	.006 x	_____ lbs. = \$	_____	
	C28 Basic Nonletter	.083 x	_____ pcs. = \$	_____		plus	.363 x	_____ lbs. = \$	_____	
Total — Part C (Carry to front of form) \$ _____						D17 Basic ECR	.013 x	_____ lbs. = \$	_____	
Total — Part A (Carry to front of form) \$ _____						plus	.363 x	_____ lbs. = \$	_____	
Total — Part C (Carry to front of form) \$ _____						D18 3/5 Automation*	.024 x	_____ lbs. = \$	_____	
Total — Part D (Carry to front of form) \$ _____						plus	.395 x	_____ lbs. = \$	_____	
Total — Part A (Carry to front of form) \$ _____						D19 3/5 Nonautomation	.048 x	_____ lbs. = \$	_____	
Total — Part D (Carry to front of form) \$ _____						plus	.395 x	_____ lbs. = \$	_____	
Total — Part C (Carry to front of form) \$ _____						D20 Basic Automation*	.076 x	_____ lbs. = \$	_____	
Total — Part D (Carry to front of form) \$ _____						plus	.395 x	_____ lbs. = \$	_____	
Total — Part A (Carry to front of form) \$ _____						D21 Basic Nonautomation	.100 x	_____ lbs. = \$	_____	
Total — Part D (Carry to front of form) \$ _____						plus	.395 x	_____ lbs. = \$	_____	
Total — Part C (Carry to front of form) \$ _____						DDU	D22 Saturation ECR	.000 x	_____ lbs. = \$	_____
Total — Part D (Carry to front of form) \$ _____							plus	.337 x	_____ lbs. = \$	_____
Total — Part A (Carry to front of form) \$ _____							D23 High Density ECR	.006 x	_____ lbs. = \$	_____
Total — Part D (Carry to front of form) \$ _____							plus	.337 x	_____ lbs. = \$	_____
Total — Part C (Carry to front of form) \$ _____							D24 Basic ECR	.013 x	_____ lbs. = \$	_____
Total — Part D (Carry to front of form) \$ _____							plus	.337 x	_____ lbs. = \$	_____

*Available only for automation-compatible flats (DMM C820)

Form 3602-PNV — Standard Mail (A) (Nonprofit Only) — Postage Affixed

¹ Show actual amount due for each piece. Show total affixed and balance due on front.

Postage Computation

Entry Discount (If any)	Presort / Automation Discounts	Net Rate 1	Count (Pcs. / Lbs.)	Charge	Entry Discount (If any)	Presort / Automation Discounts	Net Rate 1	Count (Pcs. / Lbs.)	Charge
A Nonprofit Automation Rates — Letters (DMM C810) and Flats (DMM C820) Weighing .2087 Lb. (3.3388 Oz.) or Less					B Nonprofit Nonautomation Rates — Pieces Weighing .2087 Lb. (3.3388 Oz.) or Less				
None	A1 5-Digit Letter	.088 x	_____ pcs. = \$	_____	None	B1 3/5 Letter	.120 x	_____ pcs. = \$	_____
	A2 3-Digit Letter	.101 x	_____ pcs. = \$	_____		B2 3/5 Nonletter	.149 x	_____ pcs. = \$	_____
	A3 Basic Letter	.105 x	_____ pcs. = \$	_____		B3 Basic Letter	.138 x	_____ pcs. = \$	_____
	A4 3/5 Flat	.125 x	_____ pcs. = \$	_____		B4 Basic Nonletter	.201 x	_____ pcs. = \$	_____
	A5 Basic Flat	.177 x	_____ pcs. = \$	_____	DBMC	B5 3/5 Letter	.107 x	_____ pcs. = \$	_____
DBMC	A6 5-Digit Letter	.075 x	_____ pcs. = \$	_____		B6 3/5 Nonletter	.136 x	_____ pcs. = \$	_____
	A7 3-Digit Letter	.088 x	_____ pcs. = \$	_____		B7 Basic Letter	.125 x	_____ pcs. = \$	_____
	A8 Basic Letter	.092 x	_____ pcs. = \$	_____		B8 Basic Nonletter	.188 x	_____ pcs. = \$	_____
	A9 3/5 Flat	.112 x	_____ pcs. = \$	_____	DSCF	B9 3/5 Letter	.102 x	_____ pcs. = \$	_____
	A10 Basic Flat	.164 x	_____ pcs. = \$	_____		B10 3/5 Nonletter	.131 x	_____ pcs. = \$	_____
DSCF	A11 5-Digit Letter	.070 x	_____ pcs. = \$	_____		B11 Basic Letter	.120 x	_____ pcs. = \$	_____
	A12 3-Digit Letter	.083 x	_____ pcs. = \$	_____		B12 Basic Nonletter	.183 x	_____ pcs. = \$	_____
	A13 Basic Letter	.087 x	_____ pcs. = \$	_____	Total — Part B (Carry to front of form) \$ _____				
	A14 3/5 Flat	.107 x	_____ pcs. = \$	_____	D Check <input type="checkbox"/> Nonprofit Rate Pieces Weighing More Than .2087 Lb. (3.3388 Oz.) but Less Than 1.0 Lb. (16.0 Oz.)				
	A15 Basic Flat	.159 x	_____ pcs. = \$	_____	One: <input type="checkbox"/> Nonprofit Enhanced Carrier Route Rate Pieces Weighing More Than .2084 Lb. (3.3348 Oz.) but Less Than 1.0 Lb. (16.0 Oz.)				
Total — Part A (Carry to front of form) \$ _____					Enter the applicable rate for each piece computed as described in DMM E612				
C Nonprofit Enhanced Carrier Route Rates — Pieces Weighing .2084 Lb. (3.3348 Oz.) or Less					None				
None	C1 Saturation Letter	.087 x	_____ pcs. = \$	_____	D1 Saturation ECR	_____ x	_____ pcs. = \$	_____	_____
	C2 Saturation Nonletter	.094 x	_____ pcs. = \$	_____	D2 High Density ECR	_____ x	_____ pcs. = \$	_____	_____
	C3 High Density Letter	.093 x	_____ pcs. = \$	_____	D3 Basic ECR	_____ x	_____ pcs. = \$	_____	_____
	C4 Basic Automation Letter	.085 x	_____ pcs. = \$	_____	D4 3/5 Automation*	_____ x	_____ pcs. = \$	_____	_____
	C5 High Density Nonletter	.100 x	_____ pcs. = \$	_____	D5 3/5 Nonautomation	_____ x	_____ pcs. = \$	_____	_____
	C6 Basic Letter	.099 x	_____ pcs. = \$	_____	D6 Basic Automation*	_____ x	_____ pcs. = \$	_____	_____
	C7 Basic Nonletter	.107 x	_____ pcs. = \$	_____	D7 Basic Nonautomation	_____ x	_____ pcs. = \$	_____	_____
DBMC	C8 Saturation Letter	.074 x	_____ pcs. = \$	_____	DBMC	D8 Saturation ECR	_____ x	_____ pcs. = \$	_____
	C9 Saturation Nonletter	.081 x	_____ pcs. = \$	_____		D9 High Density ECR	_____ x	_____ pcs. = \$	_____
	C10 High Density Letter	.080 x	_____ pcs. = \$	_____		D10 Basic ECR	_____ x	_____ pcs. = \$	_____
	C11 Basic Automation Letter	.072 x	_____ pcs. = \$	_____		D11 3/5 Automation*	_____ x	_____ pcs. = \$	_____
	C12 High Density Nonletter	.087 x	_____ pcs. = \$	_____		D12 3/5 Nonautomation	_____ x	_____ pcs. = \$	_____
	C13 Basic Letter	.086 x	_____ pcs. = \$	_____		D13 Basic Automation*	_____ x	_____ pcs. = \$	_____
	C14 Basic Nonletter	.094 x	_____ pcs. = \$	_____		D14 Basic Nonautomation	_____ x	_____ pcs. = \$	_____
DSCF	C15 Saturation Letter	.069 x	_____ pcs. = \$	_____	DSCF	D15 Saturation ECR	_____ x	_____ pcs. = \$	_____
	C16 Saturation Nonletter	.076 x	_____ pcs. = \$	_____		D16 High Density ECR	_____ x	_____ pcs. = \$	_____
	C17 High Density Letter	.075 x	_____ pcs. = \$	_____		D17 Basic ECR	_____ x	_____ pcs. = \$	_____
	C18 Basic Automation Letter	.067 x	_____ pcs. = \$	_____		D18 3/5 Automation*	_____ x	_____ pcs. = \$	_____
	C19 High Density Nonletter	.082 x	_____ pcs. = \$	_____		D19 3/5 Nonautomation	_____ x	_____ pcs. = \$	_____
	C20 Basic Letter	.081 x	_____ pcs. = \$	_____		D20 Basic Automation*	_____ x	_____ pcs. = \$	_____
	C21 Basic Nonletter	.089 x	_____ pcs. = \$	_____		D21 Basic Nonautomation	_____ x	_____ pcs. = \$	_____
DDU	C22 Saturation Letter	.063 x	_____ pcs. = \$	_____	DDU	D22 Saturation ECR	_____ x	_____ pcs. = \$	_____
	C23 Saturation Nonletter	.070 x	_____ pcs. = \$	_____		D23 High Density ECR	_____ x	_____ pcs. = \$	_____
	C24 High Density Letter	.069 x	_____ pcs. = \$	_____		D24 Basic ECR	_____ x	_____ pcs. = \$	_____
	C25 Basic Automation Letter	.061 x	_____ pcs. = \$	_____	*Available only for automation-compatible flats (DMM C820)				
	C26 High Density Nonletter	.076 x	_____ pcs. = \$	_____	Total — Part C (Carry to front of form) \$ _____				
	C27 Basic Letter	.075 x	_____ pcs. = \$	_____	Total — Part D (Carry to front of form) \$ _____				
	C28 Basic Nonletter	.083 x	_____ pcs. = \$	_____					

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 integrated

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		

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09120	Not Active	09172	B-B1-C-D-U	09225	B-B1-C-D-U
09121	Not Active	09173	B-B1-C-D-U	09226	B-B1-C-D-U
09122	Not Active	09174	Not Active	09227	B-B1-C-D-U
09123	B-B1-C-D-U	09175	B-B1-C-D-U	09228	Not Active
09124	Not Active	09176	Not Active	09229	B-B1-C-D-U
09125	Not Active	09177	B-B1-C-D-U	09230	Not Active
09126	B-B1-C-D	09178	B-B1-C-D-U	09231	Not Active
09127	Not Active	09179	Not Active	09232	Not Active
09128	B-B1-C-D-U	09180	B-B1-C-D-U	09233	Not Active
09129	Not Active	09181	Not Active	09234	Not Active
09130	Not Active	09182	B-B1-C-D-U	09235	Not Active
09131	B-B1-C-D-U	09183	B-B1-C-D-U	09236	Not Active
09132	Not Active	09184	Not Active	09237	B-B1-C-D-U
09133	Not Active	09185	B-B1-C-D-U	09238	Not Active
09134	Not Active	09186	B-B1-C-D-U	09239	Not Active
09135	Not Active	09187	Not Active	09240	Not Active
09136	B-B1-C-D	09188	Not Active	09241	Not Active
09137	B-B1-C-D-U	09189	Not Active	09242	Not Active
09138	B-B1-C-D-U	09190	Not Active	09243	Not Active
09139	B-B1-C-D	09191	Not Active	09244	B-B1-C-D-U
09140	B-B1-C-D-U	09192	Not Active	09245	B-B1-C-D-U
09141	Not Active	09193	Not Active	09246	Not Active
09142	B-B1-C-D-U	09194	Not Active	09247	Not Active
09143	B-B1-C-D-U	09195	Not Active	09248	Not Active
09144	Not Active	09196	Not Active	09249	Not Active
09145	Not Active	09197	Not Active	09250	B-B1-C-D-U
09146	Not Active	09198	Not Active	09251	Not Active
09147	Not Active	09199	Not Active	09252	B-B1-C-D-U
09148	Not Active	09201	Not Active	09253	Not Active
09149	Not Active	09202	Not Active	09254	Not Active
09150	Not Active	09203	Not Active	09255	Not Active
09151	Not Active	09204	Not Active	09256	Not Active
09152	Not Active	09205	Not Active	09257	Not Active
09153	Not Active	09206	Not Active	09258	Not Active
09154	B-B1-C-D-U	09207	Not Active	09259	Not Active
09155	Not Active	09208	Not Active	09260	Not Active
09156	Not Active	09209	Not Active	09261	Not Active
09157	B-B1-C-D-U	09210	Not Active	09262	B-B1-C-D-U
09158	Not Active	09211	B-B1-C-D-U	09263	B-B1-C-D-U
09159	Not Active	09212	B-B1-C-D-U	09264	B-B1-C-D-U
09160	Not Active	09213	B-B1-C-D-U	09265	B-B1-C-D-N-U
09161	Not Active	09214	B-B1-C-D-U	09266	B-B1-C-D-U
09162	Not Active	09215	Not Active	09267	B-B1-C-D-U
09163	Not Active	09216	Not Active	09268	Not Active
09164	Not Active	09217	Not Active	09269	Not Active
09165	B-B1-C-D-U	09218	Not Active	09270	Not Active
09166	B-B1-C-D-U	09219	Not Active	09271	Not Active
09167	Not Active	09220	Not Active	09272	Not Active
09168	Not Active	09221	Not Active	09273	Not Active
09169	B-B1-C-D-U	09222	Not Active	09274	Not Active
09170	Not Active	09223	Not Active	09275	Not Active
09171	Not Active	09224	Not Active	09276	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09277	Not Active	09329	Not Active	09382	Not Active
09278	Not Active	09330	Not Active	09383	Not Active
09279	Not Active	09331	Not Active	09384	Not Active
09280	Not Active	09332	Not Active	09385	Not Active
09281	Not Active	09334	Not Active	09386	Not Active
09282	Not Active	09335	Not Active	09387	Not Active
09283	Not Active	09336	Not Active	09388	Not Active
09284	Not Active	09337	Not Active	09389	Not Active
09285	Not Active	09338	Not Active	09390	Not Active
09286	Not Active	09339	Not Active	09391-0001	B-B1-X
09287	Not Active	09340	Not Active	09392-0001	B-B1
09288	Not Active	09341	Not Active	09393	Not Active
09289	Not Active	09342	Not Active	09394	Not Active
09290	Not Active	09343	Not Active	09395	Not Active
09291	Not Active	09344	Not Active	09396	A-B-B1-F
09292	Not Active	09345	Not Active	09397	A-B-B1-C1-F-R
09293	Not Active	09346	Not Active	09398	B-B1
09294	Not Active	09347	Not Active	09399	B-B1-C-D-U
09295	Not Active	09348	Not Active	09401	Not Active
09296	Not Active	09349	Not Active	09402	Not Active
09297	Not Active	09350	Not Active	09403	Not Active
09298	Not Active	09351	Not Active	09404	Not Active
09299	Not Active	09352	Not Active	09405	Not Active
09301-0001	A-B-B1-F-F1-R	09353	Not Active	09406	Not Active
09301-8580	A-B-B1-F-F1-R	09354	Not Active	09407	Not Active
09302-0002	B-B1-E2-F-H1-R-R1-U2-Z1	09355	Not Active	09408	Not Active
09303	B-B1-E2-F-H1-R-R1-U2-Z1	09356	Not Active	09409	B-B1-C-C1-U
09304	B-B1-E2-F-H1-R-R1-U2-Z1	09357	Not Active	09410	Not Active
09305	B-B1-E2-F-H1-R-R1-U2-Z1	09358	Not Active	09411	Not Active
09306	Not Active	09359	Not Active	09412	Not Active
09307	Not Active	09360-0005	B-B1-I-N	09413	Not Active
09308	Not Active	09361	Not Active	09414	Not Active
09309	Not Active	09362	Not Active	09415	Not Active
09310	Not Active	09363	Not Active	09416	Not Active
09311	Not Active	09364	Not Active	09417	Not Active
09312	Not Active	09365	Not Active	09418	Not Active
09313	Not Active	09366	Not Active	09419	Not Active
09314	Not Active	09367	Not Active	09420	Not Active
09315	Not Active	09368	Not Active	09421	B-B1-C-C1-U
09316	Not Active	09369	Not Active	09422	Not Active
09317	Not Active	09370	Not Active	09423	Not Active
09318	Not Active	09371-0001	A-B-B1-F-F1-R	09424	Not Active
09319	Not Active	09372-0004	A-B-B1-F-F1-R	09425	Not Active
09320	Not Active	09373	Not Active	09426	Not Active
09321	Not Active	09374	Not Active	09427	Not Active
09322	Not Active	09375	Not Active	09428	Not Active
09323	Not Active	09376	Not Active	09429	Not Active
09324	Not Active	09377	Not Active	09430	Not Active
09325	Not Active	09378	Not Active	09431	Not Active
09326	Not Active	09379	Not Active	09432	Not Active
09327	Not Active	09380	Not Active	09433	Not Active
09328	Not Active	09381	Not Active	09434	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09435	Not Active	09487	Not Active	09540	Not Active
09436	Not Active	09488	Not Active	09541	Not Active
09437	Not Active	09489	Not Active	09542	B
09438	Not Active	09490	Not Active	09543	B
09439	Not Active	09491	Not Active	09544	Not Active
09440	Not Active	09492	Not Active	09545	B
09441	Not Active	09493	Not Active	09546	Not Active
09442	Not Active	09494	B-B1-C-C1-U	09547	Not Active
09443	Not Active	09495	Not Active	09548	Not Active
09444	Not Active	09496	B-B1-C-C1-U	09549	B
09445	Not Active	09497	Not Active	09550	B
09446	Not Active	09498	B-B1-C-C1-U	09551	Not Active
09447	B-B1-C-C1-U	09499	B-B1-C-C1-U	09552	Not Active
09448	B-B1-C-C1-U	09501	B	09553	Not Active
09449	Not Active	09502	B	09554	B-B1
09450	Not Active	09503	B	09555	Not Active
09451	Not Active	09504	B	09556	B
09452	Not Active	09505	B	09557	B
09453	Not Active	09506	B	09558	B
09454	B-B1-C-C1-U	09507	B	09559	Not Active
09455	Not Active	09508	B	09560	Not Active
09456	B-B1-C-C1-U	09509	B	09561	Not Active
09457	Not Active	09510	B	09562	Not Active
09458	Not Active	09511	B	09563	B
09459	B-B1-C-C1-U	09512	Not Active	09564	B
09460	Not Active	09513	Not Active	09565	B
09461	B-B1-C-C1-U	09514	Not Active	09566	B
09462	Not Active	09515	Not Active	09567	B
09463	B-B1-C-C1-U	09516	Not Active	09568	B
09464	B-B1-C-C1-U	09517	B	09569	B
09465	Not Active	09518	Not Active	09570	B
09466	Not Active	09519	Not Active	09571	Not Active
09467	Not Active	09520	Not Active	09572	Not Active
09468	B-B1-C-C1-U	09521	B	09573	B
09469	B-B1-C-C1-U	09522	Not Active	09574	B
09470	B-B1-C-C1-U	09523	Not Active	09575	B
09471	Not Active	09524	B	09576	B
09472	Not Active	09525	Not Active	09577	B
09473	Not Active	09526	Not Active	09578	B
09474	Not Active	09527	Not Active	09579	B
09475	Not Active	09528	Not Active	09580	Not Active
09476	Not Active	09529	Not Active	09581	B
09477	Not Active	09530	Not Active	09582	B
09478	Not Active	09531	Not Active	09583	Not Active
09479	Not Active	09532	B	09584	Not Active
09480	Not Active	09533	Not Active	09585	Not Active
09481	Not Active	09534	B	09586	B
09482	Not Active	09535	Not Active	09587	B
09483	Not Active	09536	B	09588	B
09484	Not Active	09537	Not Active	09589	Not Active
09485	Not Active	09538	Not Active	09590	B
09486	Not Active	09539	Not Active	09591	B

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09592	Not Active	09645	B-B1-U	09697	Not Active
09593	B	09646	Not Active	09698	Not Active
09594	B	09647	B-B1-N-U	09699	Not Active
09595	B	09648	Not Active	09701	Not Active
09596	B	09649	Not Active	09702	Not Active
09597	Not Active	09650	Not Active	09703	B-B1-C-F1
09598	Not Active	09651	Not Active	09704	B-B1-C-D
09599	B	09652	Not Active	09705	B-B1-U
09601	B-B1-C-F-F1-U	09653	Not Active	09706	B-B1-C-D-U
09602	Not Active	09654	Not Active	09707	B-B1-C-D-N-U
09603	B-B1-C-F-F1-U	09655	Not Active	09708	B-B1
09604	B-B1-C-F-F1-U	09656	Not Active	09709	B-B1-F1
09605	Not Active	09657	Not Active	09710	B-B1-C-C1-F1-M-R-R1-U
09606	Not Active	09658	Not Active	09711	Not Active
09607	Not Active	09659	Not Active	09712	Not Active
09608	Not Active	09660	Not Active	09713	B-B1-C-F1
09609	B-B1-C-F-U	09661	Not Active	09714	B-B1-C-C1-F1-M-R-R1-U
09610	B-B1-C-F-U	09662	Not Active	09715	B-B1-F1
09611	Not Active	09663	Not Active	09716	B-B1-C-D-N-U
09612	B-B1-C-F-U	09664	Not Active	09717	B-B1-M-W
09613	B-B1-C-F-U	09665	Not Active	09718	B-B1-F-I-N-U
09614	Not Active	09666	Not Active	09719	Not Active
09615	Not Active	09667	Not Active	09720	B-B1-U
09616	Not Active	09668	Not Active	09721	B-B1-N-U
09617	B-B1-C-F-U	09669	Not Active	09722	B-B1-C-D-N-U
09618	B-B1-C-F-U	09670	Not Active	09723	B-B1-N-U
09619	B-B1-C-F-U	09671	Not Active	09724	B-B1-C-C1-F1-M-R-R1-U
09620	B-B1-C-F-U	09672	Not Active	09725	B-C
09621	B-B1-C-F-U	09673	Not Active	09726	B-B1-N-U
09622	B-B1-C-F-U	09674	Not Active	09727	Not Active
09623	B-B1-C-F-U	09675	Not Active	09728	B-C
09624	B-B1-C-F-U	09676	Not Active	09729	B-C
09625	B-B1-C-F-U	09677	Not Active	09730	Not Active
09626	B-B1-C-F-U	09678	Not Active	09731	Not Active
09627	B-B1-C-F-U	09679	Not Active	09732	B-B1
09628	B-B1-C-F-F1-U	09680	Not Active	09733	B-B1-I
09629	Not Active	09681	Not Active	09734	Not Active
09630	B-B1-C-F-U	09682	Not Active	09735	B-B1
09631	B-B1-C-F-U	09683	Not Active	09736	Not Active
09632	Not Active	09684	Not Active	09737	Not Active
09633	Not Active	09685	Not Active	09738	Not Active
09634	Not Active	09686	Not Active	09739	Not Active
09635	Not Active	09687	Not Active	09740	Not Active
09636	B-B1-C-F-U	09688	Not Active	09741	Not Active
09637	Not Active	09689	Not Active	09742	Not Active
09638	Not Active	09690	Not Active	09743	Not Active
09639	Not Active	09691	Not Active	09744	Not Active
09640	Not Active	09692	Not Active	09745	Not Active
09641	Not Active	09693	Not Active	09746	Not Active
09642	B-B1-N-U	09694	Not Active	09747	Not Active
09643	B-B1-U	09695	Not Active	09748	Not Active
09644	B-B1-U	09696	Not Active	09749	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09750	Not Active	09802	B-B1-E2-E3-F-H1-R-R1-U1-Z1	09845	Not Active
09751	Not Active			09846	Not Active
09752	Not Active	09803	B-B1-E2-E3-F-H1-R-R1-U1-Z1	09847	Not Active
09753	Not Active			09848	Not Active
09754	Not Active	09804	Not Active	09849	Not Active
09755	Not Active	09805	B-B1-E2-E3-F-H1-I-R-R1-U1-Z1	09850	Not Active
09756	Not Active	09806	Not Active	09851	Not Active
09757	Not Active	09807	Not Active	09852	B-B1-E2-E3-F-H1-R-R1-U1-Z1
09758	Not Active	09808	Not Active	09853	B-B1-E2-F-H1-R-R1-U2-Z1
09759	Not Active	09809	B-B1-E2-E3-F-H1-R-R1-U1-Z1	09854	B-B1-E2-F-H1-R-R1-U2-Z1
09760	Not Active			09855	B-B1-E2-F-H1-R-R1-U2-Z1
09761	Not Active	09810	B-B1-E2-E3-F-H1-R-R1-U1-Z1	09856	Not Active
09762	Not Active			09857	Not Active
09763	Not Active	09811	B-B1-E2-E3-F-H1-R-R1-U1-Z1	09858	B-B1-E2-E3-F-H1-R-R1-U1-Z1
09764	Not Active			09859	Not Active
09765	Not Active	09812	B-B1-E2-E3-F-F1-I-N-R-U-Z1	09860	Not Active
09766	Not Active	09813	Not Active	09861	Not Active
09767	Not Active	09814	B-B1-E2-E3-F-F1-I-N-R-U-Z1	09862	Not Active
09768	Not Active			09863	Not Active
09769	Not Active	09815	Not Active	09864	Not Active
09770	Not Active	09816	Not Active	09865	A-B-B1-Z1
09771	Not Active	09817	Not Active	09866	Not Active
09772	Not Active	09818	Not Active	09867	A-B-B1-F-R-R1-Z1
09773	Not Active	09819	A-B-F-P-Z1	09868	A-B-B1-U-Z1
09774	Not Active	09820	Not Active	09869	Not Active
09775	Not Active	09821	A-B-F-Z1	09870	Not Active
09776	Not Active	09822	A-B-F-Z1	09871	B-B1-E2-E3-F-H1-R-R1-U1-Z1
09777	A-B-B1-C-E1-N	09823	A-B-F-Z1	09872	Not Active
09778	Not Active	09824	A-B-F-Z1	09873	Not Active
09779	A-B-B1-C1-F-R	09825	Not Active	09874	Not Active
09780	A-B-B1-C1-F-R	09826	B-B1-E2-E3-F-H1-R-R1-U1-Z1	09875	Not Active
09781	A-B-B1-C1-F-R			09876	B-B1-E2-F-H1-R-R1-U2-Z1
09782	A-B-B1-C1-F-R	09827	A-B-F-Z1	09877	Not Active
09783	A-B-B1-C1-F-I-N-R	09828	B-I-N-Z1	09878	Not Active
09784	Not Active	09829	Not Active	09879	Not Active
09785	A-B-B1-C1-F-I-N-R	09830	B-B1-C-Z1	09880	B-B1-E2-F-H1-R-R1-U2-Z1
09786	A-B-B1-C1-F-I-N-R	09831	B-B1-F-N-U-Z1	09881	Not Active
09787	A-B-B1-C1-F-I-N-R	09832	B-B1-U1-Z1	09882	B-B1-E2-E3-F-H1-R-R1-U1-Z1
09788	A-B-B1-C1-F-R	09833	B-B1-U1-Z1	09883	Not Active
09789	A-B-B1-C1-F-R	09834	B-B1-Z1	09884	Not Active
09790	A-B-B1-C1-F-I-N-R	09835	A-B-B1-Z1	09885	Not Active
09791	A-B-B1-C1-E1-F-I-M-R	09836	A-B-B1-C-F-M-Z1	09886	Not Active
09792	B-B1-C-F-U	09837	B-B1-Z1	09887	Not Active
09793	A-B-B1-C1-F-R	09838	B-B1-Z1	09888	B-B1-E2-F-H1-R-R1-U2-Z1
09794	A-B-B1-C1-F-R	09839	A-B-B1-U-Z1	09889	B-B1-E2-F-H1-R-R1-U2-Z1
09795	A-B-B1-C1-F-I-N-R	09840	Not Active	09890	B-B1-E2-F-H1-R-R1-U2-Z1
09796	A-B-B1-C1-F-I-N-R	09841	A-B-B1-U-Z1	09891	Not Active
09797	Not Active	09842	A-B-B1-Z1		
09798	Not Active	09843	A-B-B1-Z1		
09799	Not Active	09844	Not Active		
09801	Not Active				

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09892	A-B-B1-F-R-R1-Z1	09945	Not Active	09997	Not Active
09893	Not Active	09946	Not Active	09998	Not Active
09894	Not Active	09947	Not Active	09999	Not Active
09895	Not Active	09948	Not Active	34001	B-B1-U
09896	Not Active	09949	Not Active	34002	B-B1-U
09897	B-B1-Z1	09950	Not Active	34003	Not Active
09898	B-B1-E2-F-H1-I-R-R1-U2-Z1	09951	Not Active	34004	B-B1-U
09899	B-F-N-Z1	09952	Not Active	34005	B-B1-U
09901	Not Active	09953	Not Active	34006	B-B1
09902	Not Active	09954	Not Active	34007	Not Active
09903	Not Active	09955	Not Active	34008	Not Active
09904	Not Active	09956	Not Active	34009	B-B1
09905	Not Active	09957	Not Active	34010	Not Active
09906	Not Active	09958	Not Active	34011	B-B1
09907	Not Active	09959	Not Active	34012	B-B1-U
09908	Not Active	09960	Not Active	34013	Not Active
09909	Not Active	09961	Not Active	34014	Not Active
09910	Not Active	09962	Not Active	34015	Not Active
09911	Not Active	09963	Not Active	34016	Not Active
09912	Not Active	09964	Not Active	34017	Not Active
09913	Not Active	09965	Not Active	34018	Not Active
09914	Not Active	09966	Not Active	34019	Not Active
09915	Not Active	09967	Not Active	34020	B-B1-M-N
09916	Not Active	09968	Not Active	34021	B-M-N
09917	Not Active	09969	Not Active	34022	B-B1-D-F-M
09918	Not Active	09970	Not Active	34023	B-B1-M-N
09919	Not Active	09971	Not Active	34024	B-B1-M-N
09920	Not Active	09972	Not Active	34025	B-B1-F-N-U
09921	Not Active	09973	Not Active	34026	Not Active
09922	Not Active	09974	Not Active	34027	Not Active
09923	Not Active	09975	Not Active	34028	Not Active
09924	Not Active	09976	Not Active	34029	Not Active
09925	Not Active	09977	Not Active	34030	B-B1-I-M
09926	Not Active	09978	Not Active	34031	B-B1-M-N
09927	Not Active	09979	Not Active	34032	B-M-N
09928	Not Active	09980	Not Active	34033	B-C-F-M-N
09929	Not Active	09981	Not Active	34034	B-B1-M-N
09930	Not Active	09982	Not Active	34035	B-B1-H-M-N
09931	Not Active	09983	Not Active	34036	B-M-N
09932	Not Active	09984	Not Active	34037	B-B1-C-F-H-I-M-N
09933	Not Active	09985	Not Active	34038	B-B1-M-N
09934	Not Active	09986	Not Active	34039	B
09935	Not Active	09987	Not Active	34040	B
09936	Not Active	09988	Not Active	34041	B-B1-M-N-U
09937	Not Active	09989	Not Active	34042	B-B1-D-F-M
09938	Not Active	09990	Not Active	34043	Not Active
09939	Not Active	09991	Not Active	34044	Not Active
09940	Not Active	09992	Not Active	34045	B-B1-I-N
09941	Not Active	09993	Not Active	34046	Not Active
09942	Not Active	09994	Not Active	34047	Not Active
09943	Not Active	09995	Not Active	34048	Not Active
09944	Not Active	09996	Not Active	34049	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
34050	B	96203	A-B	96255	Not Active
34051	B	96204	A-B-B1	96256	Not Active
34052	Not Active	96205	A-B-B1-U	96257	A-B-B1-U
34053	B	96206	A-B-B1-U	96258	A-B-B1-U
34054	Not Active	96207	A-B-B1	96259	A-B-B1-U
34055	B-N	96208	A-B-B1-U	96260	A-B-B1-U
34056	Not Active	96209	Not Active	96261	Not Active
34057	Not Active	96210	Not Active	96262	A-B-B1-U
34058	B-B1	96211	Not Active	96263	Not Active
34059	Not Active	96212	A-B-B1-U	96264	A-B-B1-U
34060	Not Active	96213	Not Active	96265	Not Active
34061	B-B1-U	96214	A-B-B1-U	96266	A-B-B1-U
34062	Not Active	96215	A-B-B1-U	96267	A-B-B1-U
34063	Not Active	96216	Not Active	96268	Not Active
34064	Not Active	96217	A-B-B1-U	96269	A-B-B1-U
34065	Not Active	96218	A-B-B1-U	96270	Not Active
34066	Not Active	96219	A-B-B1-U	96271	A-B-B1-U
34067	Not Active	96220	A-B-B1-U	96272	Not Active
34068	Not Active	96221	A-B-B1-U	96273	Not Active
34069	Not Active	96222	Not Active	96274	Not Active
34070	Not Active	96223	Not Active	96275	A-B-B1
34071	Not Active	96224	A-B-B1-U	96276	A-B-B1
34072	Not Active	96225	Not Active	96277	Not Active
34073	Not Active	96226	Not Active	96278	A-B-B1-U
34074	Not Active	96227	Not Active	96279	Not Active
34075	Not Active	96228	Not Active	96280	Not Active
34076	Not Active	96229	Not Active	96281	Not Active
34077	B-Y	96230	Not Active	96282	Not Active
34078	Not Active	96231	Not Active	96283	A-B-B1-U
34079	Not Active	96232	Not Active	96284	A-B-B1-U
34080	Not Active	96233	Not Active	96285	Not Active
34081	Not Active	96234	Not Active	96286	Not Active
34082	Not Active	96235	Not Active	96287	Not Active
34083	Not Active	96236	Not Active	96288	Not Active
34084	Not Active	96237	Not Active	96289	Not Active
34085	Not Active	96238	Not Active	96290	Not Active
34086	Not Active	96239	Not Active	96291	Not Active
34087	Not Active	96240	Not Active	96292	Not Active
34088	Not Active	96241	Not Active	96293	Not Active
34089	Not Active	96242	Not Active	96294	Not Active
34090	B	96243	Not Active	96295	Not Active
34091	B	96244	Not Active	96296	Not Active
34092	B	96245	Not Active	96297	A-B-B1-U
34093	B	96246	Not Active	96298	Not Active
34094	Not Active	96247	Not Active	96299	Not Active
34095	B	96248	Not Active	96301	Not Active
34096	Not Active	96249	Not Active	96302	Not Active
34097	Not Active	96250	Not Active	96303	Not Active
34098	B	96251	A-B-B1-U	96304	Not Active
34099	B	96252	Not Active	96305	Not Active
96201	A-B	96253	Not Active	96306	B-B1-M-W
96202	Not Active	96254	Not Active	96307	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96308	Not Active	96360	Not Active	96413	Not Active
96309	B-B1-M-W	96361	Not Active	96414	Not Active
96310	B-B1-M-W	96362	B-B1-M-W	96415	Not Active
96311	Not Active	96363	Not Active	96416	Not Active
96312	Not Active	96364	B-B1-L-M-W	96417	Not Active
96313	B-B1-F-F1-F2-M-W	96365	B-B1-M-W	96418	Not Active
96314	Not Active	96366	Not Active	96419	Not Active
96315	Not Active	96367	B-B1-L-M-W	96420	Not Active
96316	Not Active	96368	B-B1-M-W	96421	Not Active
96317	Not Active	96369	Not Active	96422	Not Active
96318	Not Active	96370	B-B1-M-W	96423	Not Active
96319	B-B1-M-W	96371	Not Active	96424	Not Active
96320	Not Active	96372	B-B1-M-W	96425	Not Active
96321	B-B1-F-F1-F2-M-W	96373	B-B1-M-W	96426	Not Active
96322	B-B1-F-F1-F2-M-W	96374	B-B1-M-W	96427	Not Active
96323	B-B1-M-W	96375	B-B1-M-W	96428	Not Active
96324	Not Active	96376	B-B1-M-W	96429	Not Active
96325	Not Active	96377	B-B1-M-W	96430	Not Active
96326	B-B1-M-W	96378	B-B1-M-W	96431	Not Active
96327	Not Active	96379	B-B1-M-W	96432	Not Active
96328	B-B1-M-W	96380	Not Active	96433	Not Active
96329	Not Active	96381	Not Active	96434	Not Active
96330	B-B1-M-W	96382	Not Active	96435	Not Active
96331	Not Active	96383	Not Active	96436	Not Active
96332	Not Active	96384	B-B1-M-W	96437	Not Active
96333	Not Active	96385	Not Active	96438	Not Active
96334	Not Active	96386	B-B1-M-W	96439	Not Active
96335	Not Active	96387	B-B1-M-W	96440	Not Active
96336	B-B1-M-W	96388	B-B1-M-W	96441	Not Active
96337	B-B1-M-W	96389	Not Active	96442	Not Active
96338	B-B1-M-W	96390	Not Active	96443	Not Active
96339	B-B1-M-W	96391	Not Active	96444	Not Active
96340	Not Active	96392	Not Active	96445	Not Active
96341	Not Active	96393	Not Active	96446	Not Active
96342	Not Active	96394	Not Active	96447	Not Active
96343	B-B1-M-W	96395	Not Active	96448	Not Active
96344	Not Active	96396	Not Active	96449	Not Active
96345	Not Active	96397	Not Active	96450	Not Active
96346	Not Active	96398	Not Active	96451	Not Active
96347	B-B1-F-F1-F2-M-W	96399	Not Active	96452	Not Active
96348	B-B1-F-F1-F2-M-W	96401	Not Active	96453	Not Active
96349	B-B1-F-F1-F2-M-W	96402	Not Active	96454	Not Active
96350	B-B1-F-F1-F2-M-W	96403	Not Active	96455	Not Active
96351	B-B1-F-F1-F2-M-W	96404	Not Active	96456	Not Active
96352	Not Active	96405	Not Active	96457	Not Active
96353	Not Active	96406	Not Active	96458	Not Active
96354	Not Active	96407	Not Active	96459	Not Active
96355	Not Active	96408	Not Active	96460	Not Active
96356	Not Active	96409	Not Active	96461	Not Active
96357	Not Active	96410	Not Active	96462	Not Active
96358	Not Active	96411	Not Active	96463	Not Active
96359	Not Active	96412	Not Active	96464	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96465	Not Active	96518	B-B1	96570	Not Active
96466	Not Active	96519	Not Active	96571	Not Active
96467	Not Active	96520	B-F-U3	96572	Not Active
96468	Not Active	96521	B-F	96573	Not Active
96469	Not Active	96522	B-F-U	96574	Not Active
96470	Not Active	96523	Not Active	96575	Not Active
96471	Not Active	96524	Not Active	96576	Not Active
96472	Not Active	96525	Not Active	96577	Not Active
96473	Not Active	96526	Not Active	96578	Not Active
96474	Not Active	96527	Not Active	96579	Not Active
96475	Not Active	96528	Not Active	96580	A-B-B1-H-I-M-N-U
96476	Not Active	96529	Not Active	96581	Not Active
96477	Not Active	96530	A-B-B1-H-M-N-U	96582	Not Active
96478	Not Active	96531	B-B1-H-M	96583	Not Active
96479	Not Active	96532	Not Active	96584	Not Active
96480	Not Active	96533	Not Active	96585	Not Active
96481	Not Active	96534	A-B-F	96586	Not Active
96482	Not Active	96535	A-B-B1-F	96587	Not Active
96483	Not Active	96536	B-B1	96588	Not Active
96484	Not Active	96537	B-B1	96589	Not Active
96485	Not Active	96538	B-B1	96590	Not Active
96486	Not Active	96539	Not Active	96591	Not Active
96487	Not Active	96540	B-B1	96592	Not Active
96488	Not Active	96541	B-B1	96593	Not Active
96489	Not Active	96542	B-B1	96594	A-B-B1-H-I-M-N-U
96490	B-B1	96543	B-B1-P	96595	B-B1
96491	Not Active	96544	Not Active	96596	A-B-B1-H-I-M-N-U
96492	Not Active	96545	A-B-B1-H-I-M-N-U	96597	A-B-B1-H-I-M-N-U
96493	Not Active	96546	B-F-U3	96598	B
96494	Not Active	96547	B-B1-F-U3	96599	B
96495	Not Active	96548	A-B-B1-H-M-U	96601	B
96496	Not Active	96549	A-B-B1-H-M-U	96602	B
96497	Not Active	96550	Not Active	96603	B
96498	Not Active	96551	A-B-B1-H-M-U	96604	B
96499	Not Active	96552	A-B-B1-H-M-U	96605	B-O
96501	Not Active	96553	A-B-B1-H-I-M-N-U	96606	B
96502	Not Active	96554	A-B-B1-H-M-U	96607	B
96503	Not Active	96555	B-B1-F-M	96608	B
96504	Not Active	96556	B	96609	B
96505	Not Active	96557	B-B1-F-M	96610	B
96506	B	96558	B	96611	B
96507	Not Active	96559	Not Active	96612	B
96508	B	96560	Not Active	96613	Not Active
96509	Not Active	96561	Not Active	96614	Not Active
96510	Not Active	96562	Not Active	96615	Not Active
96511	B-B1-I-N	96563	Not Active	96616	Not Active
96512	Not Active	96564	Not Active	96617	B
96513	Not Active	96565	Not Active	96618	B
96514	Not Active	96566	Not Active	96619	Not Active
96515	B-B1-F	96567	Not Active	96621	B
96516	Not Active	96568	Not Active	96622	B
96517	B-B1-F-U3	96569	Not Active	96623	B

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96624	B	96650	Not Active	96675	B
96625	B	96651	Not Active	96676	B
96626	Not Active	96652	Not Active	96677	B
96627	Not Active	96653	Not Active	96678	B
96628	B	96654	Not Active	96679	B
96629	B	96655	Not Active	96680	Not Active
96630	Not Active	96656	Not Active	96681	B
96631	Not Active	96657	B	96682	B
96632	Not Active	96658	Not Active	96683	B
96633	Not Active	96659	Not Active	96684	B
96634	B	96660	B	96685	Not Active
96635	B	96661	B	96686	B
96636	Not Active	96662	B	96687	B
96637	Not Active	96663	B	96688	Not Active
96638	Not Active	96664	B	96689	Not Active
96639	Not Active	96665	B	96690	Not Active
96640	Not Active	96666	B	96691	Not Active
96641	Not Active	96667	B	96692	Not Active
96642	Not Active	96668	B	96693	Not Active
96643	B	96669	B	96694	Not Active
96644	Not Active	96670	B	96695	Not Active
96645	Not Active	96671	B	96696	Not Active
96646	Not Active	96672	B	96697	Not Active
96647	Not Active	96673	B	96698	B
96648	Not Active	96674	B	96699	Not Active
96649	Not Active				

RESTRICTIONS

LEGEND

Form 2976, *Customs* — CN22

Form 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 organization 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, Periodicals, and Standard Mail (A) 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 Periodicals, Standard Mail (A), and Standard Mail (B) (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, 7-16-98

Finance

HANDBOOK F-1 REVISION

Handbook F-1, *Post Office Accounting Procedures*, Revised

Effective immediately, Handbook F-1, *Post Office Accounting Procedures* (November 1996), is revised to incorporate the following changes. The next edition of Handbook F-1 will include these changes.

Handbook F-1, *Post Office Accounting Procedures*

	*	*	*	*	*
4	Managing Accountable Paper				
	*	*	*	*	*
42	Managing Accountable Paper at Stations, Branches, and Post Offices with Stamp Accountability				
	*	*	*	*	*
428	Maintaining Total Stamp Accountability				
	*	*	*	*	*
428.7	Obtaining Stamp Stock for Local Mailing Tests				

Conducting mail tests of local service standards using postage stamps should not be necessary. National testing to measure service standards is conducted under a contract to the Postal Service, administered by the consumer advocate, National Headquarters.

If the district manager decides that testing locally for service standards is necessary, obtain stock as instructed in 428.8. Inspectors may obtain postage by listing their request on Forms 17 and 17-T marked "Inspection Service" and submitting it to the Postmaster or Station Manager of SFAP offices. Postal Inspectors may not obtain stock from Non-SFAS offices or contract stations. Groups and units should follow the procedures listed below:

Postal Inspectors

- 1> Prepare five copies of Forms 17 and 17-T.
- 2> Mark *in red ink* on Forms 17 and 17-T, "Test Letters Inspection Service."
- 3> Submit the original and three copies of Forms 17 and 17-T to the Postmaster/Station Manager.
- 4> Count stock received, sign, and print name on Forms 17 and 17-T.

SFAP Units

- 1> Receive four copies of Forms 17 and 17-T from Postal Inspector.
- 2> Record the transaction to AIC 848, Stock Returned. Make this entry when the Forms 17 and 17-T is submitted to the SDO/SDN.
- 3> Submit the original and a copy of Forms 17 and 17-T to the SDO/SDN. Submit a copy to the DAO to support AIC 848.
- 4> Keep the fourth copy as support.

SDO

- 1> On the day Form 17 is received, the SDO records the value of each Form 17 by SFAS ID number into the stamps system as stock received from stations and branches.
- 2> Enters Form 17 in the stamp system as test letters Inspection Service.
- 3> Generates Form 3238, *Stamps and Stamped Paper Destruction Certificate*. Marks Form 3238 *in red ink* "Test Letters - Inspection Service," and signs.
- 4> Attaches original Form 3238 to original Form 17 and submits them to the DAO along with Form 3958, *Main Stock (or Unit Reserve Stock) Transaction Record*.
- 5> Submits a copy of Forms 3238 and 17 to the Local Inspector in Charge.
- 6> Keeps a copy of Forms 3238 and 17.

SDN

- 1> Records Form 17-T to AIC 005, Postage Stock Received.
- 2> Enters Form 17-T in the stamps system as an inventory modification, stock destroyed.
- 3> Generates Form 3238. Marks Form 3238 *in red ink* "Test Letters - Inspection Service," and signs.
- 4> Submits original Form 17 Summary to the DAO.
- 5> Records destruction on AIC 510, Postage Stock Destroyed.
- 6> Submits a copy of Forms 3238 and 17-T to the Local Inspector in Charge.
- 7> Keeps a copy of Forms 3238 and 17-T.

- 8> Attaches original Forms 3238 and 17-T to SOA and submits them to MNASC.

DAO Served by SDO

- 1> Verifies the amount on Form 3238 to ensure that it matches the amount on Form 3958.
- 2> Reconciles all AIC 848 discrepancies from the In-transit Program.
- 3> Enters the amount of stock destroyed as shown on Form 3238 (submitted by the SDO) into the SFAS accountable paper screen.
- 4> Submits the original Forms 3238 and 17 reported in AIC 510 to MNASC with the SOA.
- 5> Keeps a copy of Forms 3238 and 17 to support the entry on AIC 510.

DAO Served by SDN

- 1> Reconciles all AIC 848 discrepancies from the In-transit Program.
- 2> Enters amount of stock returned as shown on the station summary report into the SFAS accountable paper screen as stock returned.
- 3> Submits Form 17 summary of stock returned reported in AIC 501, Postage Stock Shipped, to MNASC with the district statement of account.
- 4> Keeps a certified copy of Form 17 summary to support the entry to AIC 501.
- 5> Resolves any discrepancies between the amounts listed on the Form 17 summary to the amounts listed in AIC 848 on Form 1412, *Daily Financial Report*.

* * * * *

—Corporate Accounting, Finance, 7-16-98

MONEY ORDER AND HANDBOOK F-1 REVISION

New Tolerances for Money Order Reconciliations

Introduction

Effective A/P 10, PFY 1998, new tolerances will be implemented for money order differences with the issuance of A/P 07, PFY 1998, money order reconciliations. The new tolerances are as follows:

a. Non-District Offices (Statement of Account Post Offices)

Statement of Account post offices will be given a \$50 tolerance for money order sales and a \$10 tolerance for money order fees. This tolerance applies to Statement of Account post offices, excluding district accounting offices.

The St. Louis Accounting Service Center (SLASC) will continue to compare the money order vouchers to the amounts reported to AICs 100, 101, 102, and 103 on the Statements of Account. If the difference is \$50 or less for money order sales and \$10 or less for money order fees, a money order reconciliation will not be issued.

b. District Accounting Offices (Standard Field Accounting Procedure [SFAP] Units)

Post offices consolidated into Standard Field Accounting are assigned a unique Unit ID identifying them as an SFAP Unit. Each SFAP Unit that sells money orders is also assigned a money order Issue Location ID. The money order reconciliations issued by the SLASC to the District Accounting Office (DAO) list money orders

issued by each Issue Location ID. The SLASC will apply a \$50 tolerance for money order sales for each Issue Location ID. The tolerance does not apply for money order fees.

The SLASC will continue to compare the money order vouchers to the amounts reported to AICs 100, 101, 102, and 103 by each Issue Location ID. If the difference is \$50 or less for money order sales and zero for money order fees for an Issue Location ID, the DAO is not required to reconcile the unit. The difference is entered to a consolidated MOC 100 report. For example, if Issue ID 028650 is out by \$50, and Issue ID 029041 is out by \$30, then \$80 is entered on the first line of the consolidated MOC 100 and the explanation "Tolerance Amount" is noted. A money order reconciliation will not be issued for the Issue Location ID for those units within tolerance by the SLASC once programming is completed.

c. Post Audits

A "post audit" is a written request submitted on PS Form 800-B, *Money Order Post Audit Request*, to the SLASC for the issuance of a statement of difference to clear a trust or suspense item. The SLASC will conduct a post audit to determine the validity of the request for a reversal.

Do not submit requests for post audits for differences of \$50 or less in sales. The SLASC *will not* process the request.

A future *Postal Bulletin* will provide information on procedures to be used to clear trust or suspense items awaiting a statement of difference.

Revision of Handbook F-1, *Post Office Accounting Procedures*

Handbook F-1 is modified as follows:

7 Accounting for NonStamp Revenue
* * * * *

745 Verification by the Money Order Branch

[Replace the section with the following:]

The post office must report domestic and international money order sales and fees to the Minneapolis Accounting Service Center (MNASC) on the statement of account. The MNASC will report these amounts to the money order branch at the SLASC. The money order branch processes the money order vouchers by machine or by IRT transmissions. After all money order vouchers have been processed, the money order branch will match the totals against the amounts on the statement of account. Applying the tolerances listed in Section 745.1, the money order branch will issue difference listings to out-of-balance post offices.

[Insert Section 745.1 in front of existing 745.1. Renumber existing 745.1 through 745.4 as 745.2 through 745.5.]

745.1 Tolerance for Money Order Reconciliation
[new section]

- Non-District Offices (Statement of Account Post Office)
- SOA offices are authorized a \$50 tolerance for money order sales and a \$10 tolerance for money order fees. A money order reconciliation will not be issued for offices that are within these tolerances.
- District Accounting Offices (SFAP Units)
- DAOs are authorized a \$50 tolerance for money order sales for each issue ID. No tolerance is applied for money order fees.

745.2 Difference Listings

[Change 745.1 to 745.2.]

* * * * *

745.3 Money Order Issued — Report of Difference

[Change 745.2 to 745.3.]

* * * * *

745.4 Sales and Fees Summary by Location (two parts)

[Change 745.3 to 745.4.]

* * * * *

745.5 Postmaster Accountability Detailed Listing of Vouchers and Money Orders

[Change 745.4 to 745.5.]

* * * * *

747 Handling Post Audit Requests

* * * * *

[Add note below 747.]

Note: Differences of \$50 or less in sales will not be processed by the SLASC.

* * * * *

—Corporate Accounting, Finance, 7-16-98

Breast Cancer (BC) Research Semi-Postal Stamp — Tracking Local Training/Administrative Cost

The BC Research Semi-Postal Stamp will go on sale July 29, 1998. Special provisions govern the sales practice and communications associated with this stamp and service talks must be given to all employees involved with the sale of the stamp. Service talk information will be contained in postmasters' kits.

The U.S. Postal Service must generate and maintain a list of employees attending the service talk at each site by employee category. This information must be recorded by the person conducting the service talk and be maintained locally (See Exhibit 1 on page 53), as it may be required during future audits of the program's costs.

All training and associated costs for implementing the sale of the BC stamp must be captured and reported. Each district will receive credit for training hours at the post offices and administrative time expended in accumulating and reporting workhours to the Minneapolis Accounting Service Center (MNASC). The total workhours expended by the districts for training and reporting will be credited to each district's finance number prior to FY 98 year-end.

The following procedures provide detailed instructions for post offices/reporting units, District Accounting Offices (DAO), and the MNASC in recording and reporting necessary information.

Post Offices/Reporting Units

Give service talks on the BC stamp at least once to all employees selling the stamp.

Maintain a list of all persons attending the service talks (Exhibit 1). List the names on the worksheet and check the appropriate employee category. Keep the list on file for a 3-year period beginning July 29, 1998.

Postmasters/supervisors must record the following information as specified in Exhibit 1.

- Time used in conducting the service talks.
- Number of attendees at each talk by employee category.
- Post office name, finance number, and unit ID number.
- Date of the talk.
- Contact name and telephone number, including area code.

Summarize the information in Exhibit 1 by employee category and transfer the Total line to Exhibit 2 (see page 55). Submit Exhibit 2 to your respective DAO by August 14, 1998.

District Accounting Office

- DAO must summarize hours reported in Exhibit 2 into an electronic Excel worksheet. The worksheet will be transmitted via CC:Mail by Headquarters Accounting to all DAO offices.
- DAO must summarize all hours by employee category from the worksheets and provide the summarized information electronically to Richard Nelson (Dick) at MNASC by August 28, 1998.
- DAO must accumulate and summarize all administrative hours used to implement the sale of the BC stamp. Administrative hours should be reported on the Admin-Hours line on the worksheet.
- DAO must ensure all post offices and reporting units within the district report the information contained in Exhibit 2. Maintain the information reported in Exhibit 2 at the DAO office for a 3-year period.

Minneapolis Accounting Service Center (MNASC)

- Accumulate and summarize the district workhours by employee category from the electronic worksheet.
- Apply the rate by employee category and the administrative rate as provided by Headquarters to develop the total national cost for implementing the sale of the BC stamp.
- Provide the total cost from the above calculations via CC:Mail to: Alan Hoshor at Headquarters accounting by September 4, 1998.
- Generate a Journal Voucher Entry to credit the districts for all workhours expended in the implementation of the BC stamp as reported on their worksheets. Headquarters accounting will provide instructions on when the adjustments should be made.

—Finance, Corporate Accounting, 7-16-98

Exhibit 1

Breast Cancer Research Semi-Postal Stamp Service Talk Attendee List

Date: _____

Duration of talk: _____

	<u>Name</u>	<u>Postmaster</u>	<u>Supervisor</u>	<u>Clerk</u>	<u>Rural Carrier</u>
1.	_____	_____	_____	_____	_____
2.	_____	_____	_____	_____	_____
3.	_____	_____	_____	_____	_____
4.	_____	_____	_____	_____	_____
5.	_____	_____	_____	_____	_____
6.	_____	_____	_____	_____	_____
7.	_____	_____	_____	_____	_____
8.	_____	_____	_____	_____	_____
9.	_____	_____	_____	_____	_____
10.	_____	_____	_____	_____	_____
11.	_____	_____	_____	_____	_____
12.	_____	_____	_____	_____	_____
13.	_____	_____	_____	_____	_____
14.	_____	_____	_____	_____	_____
15.	_____	_____	_____	_____	_____
16.	_____	_____	_____	_____	_____
17.	_____	_____	_____	_____	_____
18.	_____	_____	_____	_____	_____
19.	_____	_____	_____	_____	_____
20.	_____	_____	_____	_____	_____
21.	_____	_____	_____	_____	_____
22.	_____	_____	_____	_____	_____
23.	_____	_____	_____	_____	_____
24.	_____	_____	_____	_____	_____
	TOTAL:	_____	_____	_____	_____

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Exhibit 2

Breast Cancer Research Semi-Postal Stamp Service Talk

Post Office Name: _____ **Date:** _____

Contact Person Name: _____ **Finance/Unit ID:** _____

Area Code and Phone Number: _____

<u>Employee Category:</u>	<u>Number of Attendees</u>	<u>Duration of Talk</u>
Postmaster	_____	_____
Supervisor	_____	_____
Clerk	_____	_____
Rural Carrier	_____	_____

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Fraud Alert

ALL PERSONNEL PROCESSING MAIL FOR DISPATCH ABROAD

Foreign Order No. 420

Keep all foreign order notices for use as reference.

Tentative Orders

A tentative Lottery Order has been issued against the following:

Australia

BLS
POST OFFICE BOX 246
KANGAROO FLAT VIC 3555
AUSTRALIA

Canada

ALFI
NORTH AMERICAN FORWARDING CENTER
PO BOX 13104 STN MAIN
VANCOUVER BC V6B 4G3
CANADA

ALFI
NORTH AMERICAN FORWARDING CENTER
PO BOX 13104
VANCOUVER BC V6B 4W6
CANADA

ALFI
NORTH AMERICAN FORWARDING CENTER
PO BOX 13105 STN MAIN
VANCOUVER BC V6B 4W6
CANADA

AUDIT OFFICE
7680 RIVER ROAD PO BOX 94308 STN MAIN
RICHMOND BC V6Y 2A8
CANADA

AWARDLINE VERIFICATION CENTER
A L VERIFICATION CENTRE
16715-12 YONGE ST SUITE #401
NEWMARKET ON L3X 1X4
CANADA

AWARDS NETWORK OF AMERICA
16-1375 SOUTHDOWN ROAD SUITE #220
MISSISSAUGA ON L5J 2Z1
CANADA

CASH AND PRIZE REPORTING OFFICE
829 NORTH WEST ROAD SUITE #331
KINGSTON ON K7P 2N3
CANADA

CONSUMER AWARDS NETWORK
CAN ADMINISTRATION OFFICE
24-94 BRIDGEPORT ROAD EAST SUITE #620
WATERLOO ON N2J 2J9
CANADA

IAAAC
6-2400 DUNDAS STREET WEST SUITE #538
MISSISSAUGA ON L5K 2R8
CANADA

MARATHON AWARD CENTER (MAC)
2425 EGLINTON AVENUE E SUITE 209
SCARBOROUGH ONTARIO M1K 5G8
CANADA

MONEY LIST OFFICE
549 COLUMBIA STREET PO BOX 2676 STN MAIN
VANCOUVER BC V3L 5L2
CANADA

RUSHWORTH & CO
1673 RICHMOND STREET SUITE #111
LONDON ON N6G 2N3
CANADA

Germany

HARITZ
PO BOX 80 14 45
D-81614 MUNCHEN
GERMANY

HERRN C DE LA MOTTE
PRUNER GANG 14
POSTFACH 33 05
D-24032 KIEL
GERMANY

HERRN J W POLLITZ
HAMBURG D-22079
GERMANY

HERRN J W POLLITZ
AM SALZERHOF 24
D-34123 KASSEL
GERMANY

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

POSTMASTER
CLAIMS AND INQUIRY
JAMES A FARLEY BUILDING RM 2029A
NEW YORK NY 10199-9652

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.

—Recorder's Office, Judicial Officer, 7-16-98

Withholding of Mail Orders

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

State/City	Names Covered
CA, San Diego 92108-4500	National Classified Advertiser, 7710 Hazard Center Drive, Suite E309 and
CA, San Diego 92115-3922	6161 El Cajon Boulevard, #B490 and
CA, San Diego 92104-1192	2260 El Cajon Boulevard, #400

—Recorder's Office, Judicial Officer, 7-16-98

Missing, Lost, or Stolen U.S. Money Order Forms

Do Not Cash — Upon Receipt, Notify Local Postal Inspectors

This listing will be provided to all Postal Service employees responsible for accepting and cashing Postal money orders. 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.com>. To access a *Postal Bulletin*, go to "Business," then to "Business Publications," and then to "The Postal Bulletin."

The *Postal Bulletin* is also available on the Postal Service IntraNet. Click on "Corporate Information," then "Policies and Procedures," then "Postal Bulletin."

Back issues through *Postal Bulletin* 21883A (1-1-95) are available for downloading, as are the 1995, 1996, and 1997 annual indexes and 1998 quarterly index. Once downloaded, the *Postal Bulletin*, including all forms and posters, may be read and printed.

210 221 0548 to	389 887 9211 to 9230	403 260 7000 to 7499	414 640 0757 to 0799
210 221 0599	389 887 9234 to 9299	403 280 6470 to 6499	414 965 1727 to 1799
273 775 7700 to	390 001 3182 to 3199	403 685 8600 to 8699	417 302 8104 to 8199
273 775 7899	390 001 3500 to 3699	404 003 0300 to 0399	417 387 6532 to 6599
302 000 0000 to	390 545 5974 to 5999	404 041 8838 to 8899	417 496 6800 to 6999
302 123 9999	391 104 6146 to 6199	404 071 4268 to 4299	417 871 9250 to 9299
349 746 2056 to 2099	391 574 1466 to 1499	404 347 5356 to 5399	417 930 9533 to 9599
350 518 7350 to 7374	391 783 3020 to 3599	404 347 5548 to 5599	418 164 6500 to 6799
360 011 1690 to 1699	391 792 6100 to 6199	404 726 4500 to 4599	418 423 9863 to 9899
360 168 6008 to 6099	392 668 2956 to 2999	404 961 5001 to 5199	418 633 5922 to 5999
360 173 8800 to 8899	392 854 8500 to 8899	405 325 0188 to 0198	418 719 8520 to 8599
362 861 3064 to 3099	393 584 7566 to 7699	406 009 4587 to 4599	418 744 2235 to 2299
373 006 2176 to 2199	393 650 0074 to 0099	406 260 6830 to 6899	418 962 2848 to 2899
374 768 2600 to 2699	393 838 8316 to 8499	406 459 6641 to 6999	419 543 0286 to 0299
375 169 4400 to 4599	393 893 6007 to 6099	406 733 3000 to 3999	419 730 0300 to 0399
375 829 3400 to 3499	394 126 6907 to 6999	407 545 1557 to 1599	420 277 0015 to 0049
375 851 9100 to 9199	394 189 0405 to 0599	407 594 0412 to 0599	420 599 0734 to 0798
376 196 0911 to 0999	394 822 3243 to 3278	407 692 9100 to 9299	420 661 4115 to 4199
378 085 3679 to 3699	394 990 1810 to 1899	407 959 2190 to 2199	420 758 9500 to 9699
378 351 1063 to 1099	395 343 3264 to 3299	408 265 2275 to 2288	420 969 3951 to 3971
379 843 5100 to 5199	395 373 3035 to 3099	408 499 7700 to 7799	420 969 3973 to 3999
380 093 9600 to 9699	395 396 9649 to 9799	408 499 7900 to 7999	421 116 3565 to 3599
380 165 1165 to 1199	395 970 3240 to 3299	408 682 8484 to 8599	421 130 9300 to 9399
381 325 4500 to 4599	397 622 4054 to 4099	408 698 7015 to 7099	421 313 4500 to 4999
381 604 2510 to 2699	397 819 8902 to 8999	409 072 3941 to 3999	421 364 5537 to 5599
381 645 9525 to 9599	398 149 7200 to 7699	410 491 2311 to 2399	421 656 2609 to 2699
383 314 3968 to 3999	399 070 0872 to 0899	410 694 8400 to 8599	421 988 9700 to 9799
383 892 1000 to 1344	399 156 7119 to 7199	410 775 1500 to 1599	422 172 4667 to 4699
383 892 1382 to 1399	399 203 5064 to 5099	410 795 7927 to 7999	422 484 4212 to 4299
384 925 3641 to 3654	399 296 9910 to 9999	410 867 0917 to 0966	422 556 1270 to 1299
385 568 2331 to 2399	399 396 8935 to 8999	410 867 0970 to 0999	422 587 7024 to 7099
385 599 7554 to 7575	399 792 7775 to 7799	411 868 1023 to 1199	422 819 7533 to 7599
385 774 2024 to 2099	399 792 8300 to 8399	411 922 2322 to 2399	422 842 5073 to 5087
386 624 1412 to 1599	400 427 1051 to 1999	412 193 0900 to 0999	422 907 7563 to 7599
386 883 8936 to 8999	401 045 1505 to 1549	412 395 8599 to 8699	424 500 6050 to 6099
387 314 5574 to 5599	401 045 1571 to 1599	412 485 6500 to 6599	424 641 8500 to 8599
387 837 6300 to 6399	401 294 2700 to 2799	412 485 6610 to 6699	424 871 6600 to 6699
388 828 0656 to 0699	401 310 9505 to 9599	412 885 5953 to 5999	425 298 2352 to 2399
389 696 2400 to 2799	401 382 5312 to 5399	414 193 3608 to 3674	425 418 4269 to 4299
389 846 3104 to 3135	402 578 7876 to 7899	414 193 3677 to 3699	425 418 4405 to 4499
389 846 3145 to 3195	403 125 6744 to 6799	414 411 7348 to 7399	426 547 4566 to 4599

427 412 6337 to 6499	453 603 7841 to 7891	469 127 8000 to 8199	483 632 1521 to 1599
427 481 0900 to 0999	453 650 1140 to 1199	469 213 0359 to 0399	483 632 2600 to 2799
428 027 2742 to 2752	453 741 1300 to 1399	469 213 0500 to 0599	483 849 1615 to 1699
429 474 4172 to 4199	454 013 2919 to 2999	469 561 8011 to 8099	484 174 4803 to 5299
429 889 2900 to 2999	454 186 2411 to 2499	469 658 1961 to 1999	484 323 8900 to 9199
430 150 4401 to 4599	454 268 4883 to 4899	469 666 9900 to 9999	484 680 5000 to 5038
430 172 9800 to 9899	454 302 5400 to 5499	469 678 1900 to 1999	484 680 5040 to 5074
430 177 1900 to 2099	454 490 8300 to 8399	469 781 4900 to 4999	484 680 5077 to 5099
430 444 9500 to 9699	454 547 7434 to 7499	469 947 6960 to 6999	485 029 4913 to 4999
430 664 4070 to 4099	454 922 4867 to 4895	470 755 5800 to 5818	486 176 0600 to 0699
432 168 8419 to 8499	455 221 1348 to 1499	471 918 0300 to 0999	486 559 7555 to 7599
432 708 6800 to 6999	455 364 2147 to 2199	471 985 2408 to 2419	486 696 3023 to 3199
432 744 1544 to 1599	455 399 5400 to 5499	472 191 6700 to 6799	488 173 7900 to 7999
432 995 9775 to 9799	455 476 0676 to 0699	472 270 2555 to 2599	488 206 4100 to 4199
433 003 5800 to 5899	455 543 0618 to 0699	472 987 0213 to 0241	488 226 0200 to 0299
433 757 3047 to 3099	456 410 9006 to 9099	472 987 0290 to 0299	488 709 3906 to 3999
433 765 4003 to 4099	456 470 4146 to 4299	473 151 2069 to 2199	488 855 8359 to 8399
434 482 7060 to 7199	456 619 4460 to 4499	473 666 9138 to 9199	489 181 8963 to 8999
434 513 2386 to 2399	457 333 2686 to 2699	473 952 3429 to 3499	489 223 2000 to 2099
434 968 3076 to 3092	457 729 1767 to 1777	474 108 5402 to 5499	489 311 1930 to 1999
435 303 1831 to 1842	457 937 8615 to 8699	474 356 5193 to 5299	489 318 6200 to 6300
435 303 1986 to 1999	458 028 9810 to 9899	474 949 3366 to 3399	489 384 0027 to 0099
435 666 6092 to 6399	458 057 2712 to 2999	475 134 9362 to 9399	489 427 0658 to 0899
436 082 6400 to 6899	458 069 9537 to 9599	475 167 9667 to 9699	489 997 5252 to 5299
436 160 6441 to 6499	458 069 9665 to 9699	475 319 3415 to 3499	490 669 5850 to 6099
437 316 7115 to 7199	458 337 5222 to 5299	475 319 3649 to 3799	490 717 7080 to 7099
437 427 0500 to 3499	458 354 7653 to 7999	475 340 6400 to 6599	490 721 6000 to 6099
439 179 2300 to 2399	458 671 8678 to 8699	475 424 8410 to 8499	490 793 1500 to 2099
439 310 0458 to 0499	458 671 8721 to 8798	475 629 9156 to 9199	490 886 8171 to 8199
440 698 1947 to 1999	458 847 5044 to 5999	475 850 6101 to 6199	490 977 9221 to 9240
440 858 6300 to 6399	459 274 7624 to 7699	475 875 2500 to 2599	491 258 8100 to 9099
440 858 6420 to 7299	459 365 5432 to 5499	476 169 8264 to 8299	491 567 1376 to 1399
441 199 1655 to 1699	459 378 5764 to 5799	476 189 3000 to 3499	492 254 4800 to 4899
443 127 3648 to 3699	459 472 4816 to 4999	476 331 2480 to 2499	492 283 5100 to 5199
443 127 4000 to 4099	460 349 6878 to 6899	477 289 8601 to 8699	492 610 6813 to 6899
443 673 7900 to 7999	460 550 1909 to 1999	477 681 5206 to 5299	493 394 5568 to 5599
443 800 9335 to 9399	460 997 5234 to 5299	478 010 4243 to 4268	493 470 2562 to 2599
444 382 8822 to 8899	461 973 6443 to 6499	478 010 4270 to 4291	493 473 7700 to 7799
444 390 1667 to 1699	462 152 0107 to 0299	478 450 5071 to 5099	493 716 2153 to 2199
444 457 3854 to 3899	462 274 1072 to 1099	478 469 7838 to 7858	494 206 2972 to 2999
450 048 4173 to 4199	462 277 8373 to 8399	478 469 7883 to 7899	494 217 3446 to 3999
450 048 4442 to 4699	462 554 6051 to 6099	479 280 9800 to 9899	494 224 0500 to 0599
450 560 5173 to 5199	463 011 5529 to 5540	479 365 9116 to 9176	495 145 0600 to 0699
450 620 3077 to 3099	463 176 4115 to 4199	479 412 9900 to 9999	496 209 7425 to 7499
450 620 3135 to 3199	463 176 4229 to 4299	479 667 6190 to 6199	496 213 8728 to 8799
450 780 2716 to 2799	463 185 2600 to 2799	479 748 9680 to 9699	496 474 5226 to 5248
450 801 2700 to 2799	463 227 7711 to 7799	479 860 7000 to 7199	497 053 8517 to 8699
451 109 2967 to 2984	463 414 4869 to 4899	480 526 2000 to 2099	497 854 8673 to 8699
451 115 4110 to 4125	463 808 3484 to 3499	480 640 6330 to 6399	498 449 8888 to 8899
451 115 4127 to 4199	463 945 7400 to 7899	480 658 0568 to 0599	498 929 8285 to 8499
452 265 0074 to 0099	464 629 9000 to 9399	480 689 5100 to 5199	498 936 5310 to 5399
452 265 0246 to 0299	464 711 4332 to 4399	481 072 9463 to 9499	499 016 5425 to 5499
452 265 0335 to 0999	465 692 3963 to 3999	481 673 0074 to 0095	499 440 8575 to 8899
452 509 1169 to 1199	465 698 8300 to 8599	482 527 1500 to 1599	499 731 6717 to 6799
452 855 6471 to 6499	465 743 7745 to 7799	482 541 5255 to 5299	500 064 1858 to 1869
452 890 4679 to 4799	466 798 6056 to 6067	482 729 6800 to 6899	500 070 5725 to 7799
452 900 8215 to 8238	467 147 4300 to 4399	483 363 7207 to 7299	600 645 3223 to 3299
453 117 9146 to 9199	468 079 5782 to 5799	483 402 2356 to 2399	601 339 1200 to 1399
453 334 3631 to 3699	469 067 2817 to 2899	483 486 5100 to 5199	601 661 7700 to 7799

601 682 5343	to	5399	621 614 7932	to	7999	640 289 7700	to	7999	650 627 4212	to	4299
601 928 1600	to	1699	621 648 8021	to	8199	641 170 4420	to	4499	650 736 2043	to	2099
602 512 2972	to	2999	621 648 8500	to	8599	641 318 3133	to	3199	650 739 1540	to	1699
602 555 2400	to	2799	621 904 8351	to	8599	641 378 6500	to	6999	651 741 4415	to	4499
602 829 7061	to	7099	621 916 1978	to	1989	641 383 8739	to	8799	651 882 2800	to	2899
603 483 9572	to	9599	622 989 8032	to	8099	641 877 3187	to	3299	652 754 6317	to	6399
603 490 7200	to	7299	623 076 9300	to	9399	641 877 3310	to	3399	653 131 4945	to	4999
603 678 7100	to	7199	623 819 5006	to	5099	642 355 8094	to	8199	653 426 3300	to	3399
603 678 7662	to	7699	623 895 8200	to	8399	642 355 8308	to	8999	653 455 4874	to	4899
603 678 7902	to	7999	623 917 0000	to	0099	642 900 0018	to	0099	654 238 0000	to	0399
603 678 8418	to	8499	623 917 0200	to	0299	643 030 6254	to	6299	654 404 3065	to	3092
603 678 8700	to	9999	624 468 5288	to	5299	644 066 0882	to	0899	654 962 2900	to	3199
604 086 0880	to	0899	624 665 3162	to	3198	644 069 0600	to	0699	655 103 5081	to	5199
604 349 1414	to	1499	625 088 6735	to	6799	644 077 7506	to	7699	655 523 2600	to	2999
604 503 7776	to	7799	625 916 9500	to	9799	644 085 8157	to	8199	656 305 2448	to	2499
605 520 9037	to	9099	625 968 8956	to	8999	644 112 9839	to	9899	657 347 4438	to	4999
605 685 4010	to	4099	627 005 3938	to	3999	644 373 9083	to	9099	657 710 8100	to	8999
605 988 6467	to	6499	627 384 3907	to	4099	644 380 1460	to	1499	657 780 0985	to	0999
607 689 7951	to	7960	627 496 7549	to	7599	644 733 4715	to	4799	658 586 1400	to	1499
607 728 1276	to	1299	627 708 3605	to	3699	644 900 9712	to	9799	658 877 8000	to	8199
608 727 7100	to	7199	627 776 2500	to	2599	644 901 0109	to	1299	658 880 8000	to	8199
608 727 7273	to	7599	628 226 3100	to	3199	644 901 1325	to	1399	659 398 7300	to	7399
608 813 9950	to	9999	628 814 4702	to	4799	644 923 6800	to	7799	659 706 8113	to	8199
609 067 5325	to	5399	628 851 9689	to	9699	644 932 4655	to	4699	659 846 7837	to	7899
609 067 5488	to	5499	629 510 7200	to	7299	644 932 4792	to	4799	660 510 4100	to	4199
609 067 5600	to	5699	629 964 4200	to	4294	645 318 7240	to	7499	660 673 0400	to	0599
609 289 6123	to	6199	630 389 3056	to	3071	645 333 1766	to	1799	661 488 5000	to	5099
609 438 4400	to	4499	630 463 0588	to	0599	645 790 8632	to	8699	661 609 9100	to	9199
609 493 1100	to	1199	631 459 9117	to	9199	645 821 0657	to	0699	661 716 9420	to	9499
609 766 8091	to	8999	631 762 9325	to	9399	645 930 7948	to	7999	661 906 6522	to	6599
609 825 4100	to	4115	632 217 4933	to	4999	645 975 0737	to	0762	662 021 8332	to	8399
609 884 2981	to	2999	632 500 0000	to	99 9999	646 242 6200	to	6299	662 068 0700	to	0899
609 893 1000	to	1099	633 110 4165	to	4199	646 270 7639	to	7799	662 553 0774	to	0799
610 092 3200	to	3299	633 110 4303	to	4499	646 798 4000	to	4999	663 078 7034	to	7099
610 582 4200	to	4299	633 438 6429	to	6599	647 048 7035	to	7099	663 763 5300	to	5399
611 879 6939	to	6999	633 588 7173	to	7182	647 049 2900	to	2999	663 883 7039	to	7499
612 291 8013	to	8099	634 725 0700	to	0799	647 398 8300	to	8399	664 253 8000	to	8499
612 751 5171	to	5199	634 803 3239	to	3299	647 398 8481	to	8499	664 656 3055	to	3099
612 751 5226	to	5299	634 807 2474	to	2499	647 437 3000	to	4999	665 174 6400	to	6499
612 751 6083	to	6099	634 827 5900	to	5999	647 811 2188	to	2199	665 274 8208	to	8299
612 751 6268	to	6299	634 886 3428	to	3499	648 009 6057	to	6099	665 669 5400	to	5499
612 751 6572	to	6599	635 559 3449	to	3499	648 163 5300	to	5499	666 132 8226	to	8299
612 774 2111	to	2199	636 289 6214	to	6299	648 722 5283	to	5299	666 696 2209	to	2299
612 774 2254	to	2299	636 634 8007	to	8042	648 892 3164	to	3199	666 696 2309	to	2399
612 774 2500	to	2599	637 150 1200	to	1299	649 100 3989	to	3999	667 032 9300	to	9399
614 469 0979	to	0999	637 562 5828	to	5899	649 647 0370	to	0399	667 729 5529	to	5599
614 474 3000	to	3099	638 042 1647	to	1699	649 647 0522	to	0599	668 383 8400	to	8699
614 521 3490	to	3499	638 049 4984	to	4999	649 647 5237	to	5399	670 368 3400	to	3499
614 645 1800	to	1899	638 318 1115	to	1199	649 647 9100	to	9299	670 369 7336	to	7399
614 832 1100	to	2099	638 318 1453	to	1499	649 666 7800	to	8299	670 750 7169	to	7199
615 017 7505	to	7599	638 885 0000	to	0299	650 114 7707	to	7719	671 046 6200	to	6399
617 711 6609	to	6699	638 903 4362	to	4373	650 130 3400	to	3599	671 251 5448	to	5499
617 760 5266	to	5299	639 415 1929	to	1999	650 213 0406	to	0499	672 444 2000	to	2999
617 813 3601	to	3699	639 415 2019	to	2099	650 555 1749	to	1799	672 828 3410	to	3499
618 840 9200	to	9299	639 420 6200	to	6299	650 564 1900	to	1999	673 167 5776	to	5799
619 551 7229	to	7299	639 469 3517	to	3799						
619 859 3000	to	3099	639 605 2143	to	2199						
620 073 9400	to	9499	639 657 8600	to	8799						
621 614 7907	to	7930	640 289 7500	to	7599						

675 464 3700	to	3799	683 378 2000	to	2099	701 213 3900	to	3999	702 264 7569	to	7599
675 464 4000	to	4199	683 378 2117	to	2299	701 267 2000	to	3999	702 713 1800	to	1809
676 365 5958	to	5999	683 415 1200	to	1499	701 335 7312	to	7399	806 087 1100	to	1499
677 126 6734	to	6799	685 154 7780	to	7789	701 369 2005	to	2050	806 268 9275	to	9299
677 333 9979	to	9999	686 071 2694	to	2799	701 503 2247	to	2299	806 534 3400	to	3477
677 466 1088	to	1099	686 176 3333	to	3354	701 553 6557	to	6599	807 342 3283	to	3399
678 071 4500	to	4799	686 644 5897	to	5899	701 601 3457	to	3499	808 086 7100	to	7199
678 096 7531	to	7599	688 120 9000	to	9999	701 605 5913	to	5999	808 090 3440	to	3499
679 909 2578	to	2599	691 941 0000	to	4999	701 695 3982	to	3999	808 325 5161	to	5699
680 112 9565	to	9599	700 065 2570	to	2599	701 695 4148	to	4199	808 784 8000	to	8299
680 244 0903	to	0999	700 065 4800	to	4899	701 695 4227	to	4299	869 800 0000	to	9999
680 761 6800	to	6899	700 190 3350	to	3359	701 708 1741	to	1799	870 054 4814	to	4899
681 677 0540	to	0699	700 228 6048	to	6099	701 736 3966	to	3999	870 491 4812	to	4849
682 956 6280	to	6299	700 650 0452	to	0499	701 838 2800	to	2899	870 541 7167	to	7239
682 956 6490	to	6599	700 666 1323	to	1349	701 941 0600	to	0699			
682 956 6700	to	6799	700 786 9106	to	9142	702 171 1603	to	1699			
682 965 1178	to	1199	700 859 0744	to	0758	702 195 5109	to	5199			
682 965 1201	to	1299	701 028 6780	to	6899	702 254 9300	to	9399			
683 118 2389	to	2399									

—Inspection Service, 7-16-98

Missing, Lost, or Stolen Canadian Money Order Forms

Do Not Cash — Upon Receipt, Notify Local Postal Inspectors

This listing will be provided to all Postal Service employees responsible for accepting and cashing Postal money orders. 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.

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

725 464 591 to 4 920	729 682 891 to 3 190	732 201 241 to 1 390	735 283 008 to 3 020
725 475 321 to 5 330	729 838 940 to 9 070	732 220 431 to 0 440	735 293 131 to 3 220
725 711 057 to 1 070	729 839 101 to 9 130	732 355 201 to 5 380	735 783 961 to 3,990
725 738 581 to 8 730	730 077 683 to 7 840	732 446 761 to 6 850	735 788 131 to 8 250
725 981 311 to 1 430	730 109 847 to 9 880	732 472 320 to 2 560	735 803 401 to 3 430
725 987 835 to 7 880	730 373 761 to 3 850	732 507 811 to 7 900	736 145 971 to 6 000
726 060 811 to 0 900	730 373 761 to 3 850	732 541 605 to 1 620	736 366 021 to 6 110
726 391 970 to 2 520	730 501 951 to 2 130	732 572 221 to 2 490	736 624 456 to 4 530
726 484 771 to 4 800	730 519 379 to 9 470	732 586 479 to 6 710	736 670 851 to 1 060
726 493 351 to 5 300	730 569 278 to 9 360	732 961 261 to 1 320	736 767 061 to 7 090
726 504 031 to 4 063	730 711 711 to 1 740	732 994 037 to 4 080	736 767 093 to 7 120
726 504 070 to 4 090	730 722 991 to 3 230	733 163 449 to 3 460	736 857 115 to 7 390
726 504 331 to 4 390	730 845 970 to 5 990	733 297 171 to 7 290	736 982 191 to 2 370
726 563 701 to 4 060	730 888 291 to 8 320	733 446 631 to 7 110	736 982 551 to 2 730
726 599 371 to 9 460	730 927 591 to 7 680	733 474 665 to 4 770	737 185 501 to 5 710
726 626 356 to 6 370	731 307 914 to 7 930	733 704 482 to 4 570	737 317 321 to 7 350
727 182 271 to 2 510	731 402 431 to 2 460	733 704 571 to 4 720	737 517 781 to 7 840
727 416 181 to 6 240	731 407 232 to 7 320	733 751 041 to 1 130	737 628 098 to 8 120
727 481 431 to 1 460	731 588 301 to 8 340	733 971 138 to 1 210	737 628 181 to 8 210
727 749 241 to 9 780	731 703 211 to 3 240	734 290 759 to 0 770	737 634 258 to 4 270
728 382 331 to 2 480	731 767 273 to 7 320	734 389 273 to 9 290	738 849 811 to 9 900
728 458 201 to 8 260	731 781 061 to 1 120	734 440 031 to 0 111	738 892 270 to 2 290
728 702 338 to 2 400	731 841 377 to 1 450	734 588 040 to 8 370	738 997 259 to 7 380
728 915 371 to 5 850	731 837 821 to 7 910	734 736 661 to 6 810	739 161 451 to 1 540
728 953 141 to 3 410	732 018 481 to 8 600	734 797 201 to 7 320	739 999 231 to 9 320
729 169 081 to 9 140	732 067 972 to 8 370	734 939 611 to 9 640	740 030 701 to 0 970
729 363 841 to 3 870	732 086 374 to 6 400	734 950 111 to 0 170	741 373 891 to 4 340
	732 188 649 to 8 670	735 120 331 to 0 840	741 492 991 to 3 140
	732 193 460 to 3 470	735 123 061 to 3 690	741 553 460 to 3 470

—Inspection Service, 7-16-98

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, 7-16-98

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, 7-16-98

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.

005004	007011	009452	015557	020466	022917	024130	028315	055174	068489	070208	070693	071308
005108	007035	009460	016027	020510	023046	024131	028331	055229	068513	070217	070729	071310
005111	007038	009462	016251	021007	023267	024133	028392	056023	068633	070219	070731	071359
005299	007048	009516	016291	021088	023439	024135	028470	057052	069001	070222	070734	071375
005459	007113	009520	016311	021119	023508	024137	028531	060167	069128	070227	070743	071377
005503	007163	009559	016442	021124	023514	024139	028575	060306	069139	070238	070745	071380
005582	007192	009561	016893	021126	023604	024140	028630	060381	069170	070243	070746	071381
005678	007213	009567	018002	021155	024002	024145	028651	060440	069179	070249	070748	071385
005734	007217	009569	018015	021163	024009	024147	028661	060931	069207	070253	070756	071399
005781	007226	009589	018033	021243	024018	024149	028763	061037	069239	070254	070766	071410
005782	007256	009607	018047	021258	024028	024150	028781	061284	069247	070260	070781	071422
005905	007294	009621	018071	021303	024036	024153	028812	061371	069248	070268	070790	071424
005969	007299	009642	018106	021359	024041	024156	028839	061451	069257	070288	070796	071440
006007	007310	009660	018117	021368	024042	024158	028888	062014	069340	070302	070903	071452
006013	007319	009670	018206	021395	024046	024159	029019	064309	069409	070307	070914	071462
006094	007321	009783	018233	021447	024049	024166	029265	064370	069442	070326	070917	071498
006105	007352	009840	018380	021522	024053	024168	029528	064433	069511	070339	070929	071517
006123	007358	009844	018394	021538	024064	024169	029746	064599	069524	070342	070939	071526
006128	008009	009882	018418	021540	024065	024170	030335	064743	069591	070345	070955	071532
006140	008012	009890	018435	021583	024067	024171	030493	064993	069673	070348	070961	071537
006157	008039	009900	018463	021595	024070	024172	031055	065057	069690	070359	070965	071542
006173	008157	009933	018491	021609	024074	024174	031084	065360	069691	070361	070971	071573
006176	008279	009953	018493	021668	024075	024175	031142	065944	069702	070369	070993	071580
006272	008291	010034	018724	021735	024076	024176	031617	067050	069807	070382	071008	071610
006284	008337	010233	018734	021736	024078	024177	034032	067273	069814	070389	071020	071618
006351	008395	010279	018744	021828	024079	024178	034052	067328	069887	070404	071028	071657
006359	008477	010588	018765	021841	024080	024180	036101	067373	069891	070415	071032	071693
006375	008504	010611	018800	021958	024082	024181	037041	067399	069959	070427	071051	071717
006417	008960	010699	018829	021965	024087	025231	037100	068009	069990	070436	071070	071737
006425	008973	011114	018840	022100	024088	025405	038017	068044	070002	070446	071074	071747
006440	009036	011279	018906	022115	024089	026103	038162	068066	070011	070456	071079	071752
006441	009040	011345	018911	022163	024090	026121	038269	068094	070012	070470	071125	071760
006455	009072	011367	019051	022170	024092	026234	038402	068133	070045	070475	071154	071775
006608	009116	012365	019141	022173	024094	026444	038430	068148	070083	070501	071156	071807
006610	009119	013101	019155	022185	024095	026448	038514	068173	070093	070518	071164	071813
006616	009121	013128	019167	022197	024096	026463	040031	068186	070098	070547	071177	071822
006652	009173	013206	019241	022205	024098	026479	040053	068217	070103	070565	071202	071828
006681	009190	014275	019243	022279	024099	027012	040092	068233	070118	070567	071205	071848
006729	009217	014292	019287	022291	024105	027091	040322	068244	070121	070574	071208	071856
006775	009220	014296	019305	022318	024106	027358	041071	068257	070127	070580	071209	071857
006811	009229	014376	019312	022334	024107	027374	041099	068258	070135	070581	071217	071863
006822	009239	014421	019332	022435	024109	027413	041340	068282	070143	070600	071227	071883
006836	009252	014505	019342	022515	024112	027612	043006	068297	070154	070604	071229	071901
006837	009256	014782	019863	022517	024113	027628	043036	068335	070158	070606	071231	071927
006856	009258	014912	019885	022532	024117	027716	048002	068336	070164	070620	071256	071971
006901	009262	014963	019915	022596	024119	027849	050059	068342	070165	070651	071257	071972
006936	009297	014998	019937	022607	024120	028003	051092	068352	070166	070657	071261	071973
006948	009305	015216	019984	022644	024121	028252	052014	068371	070179	070665	071268	075210
006956	009338	015221	020333	022649	024124	028300	054213	068380	070180	070676	071285	075265
006968	009412	015377	020404	022677	024126	028303	054264	068398	070185	070685	071291	075370
006978	009441	015414	020454	022743	024128	028313	055128	068416	070192	070692	071293	075696

075896	085495	094819	098613	108432	118626	152291	191961	207875	235453	278025	300301	300923
075931	085527	094843	098614	108510	119589	152450	191966	208130	235472	280102	300319	300924
075938	085566	095319	098618	108532	120253	152483	192272	208169	235488	280106	300329	300926
075964	085584	095441	098619	108558	123150	152486	192295	208313	239025	280110	300332	300942
076005	085585	095503	098648	108594	124022	152673	192334	208338	240543	281092	300333	300948
076020	085627	095625	098699	108610	124111	156114	192335	208427	244013	281106	300342	300949
076070	085734	095655	098707	108650	124123	156164	192364	208921	253061	281125	300344	300950
076101	085792	095694	098740	108657	124146	156171	192472	208930	253090	281134	300350	300951
076122	085927	095954	100602	108858	124162	156217	192525	209159	253103	282267	300368	300954
076128	088203	095986	100789	108878	124166	156226	192532	210183	253161	282281	300394	300964
076278	088236	096039	101165	109311	125091	156239	192560	210343	253186	282397	300402	300972
076281	088357	096304	101201	109389	125100	156242	192618	210349	253188	282653	300405	300974
076347	088389	096319	101354	109414	125127	159041	192638	210361	253203	282692	300413	301012
076488	088495	096433	101405	109548	125137	165035	192666	210364	253211	282707	300433	301017
076514	088518	096488	101767	109673	125139	165377	192736	210415	253226	282722	300448	301018
076578	088534	096514	101911	109714	125169	165387	192764	210475	253227	282756	300459	301021
076837	088606	096585	102101	109720	125186	171299	192777	210529	253249	282771	300474	301031
076849	088650	096683	102312	109761	125197	174051	192830	210552	253262	282853	300484	301035
076857	089116	096743	102427	109913	125226	174054	192873	210563	253266	283144	300485	301059
076907	089229	097043	102675	109966	125242	174060	192917	212524	253275	283180	300488	301061
076920	089319	097088	103070	110254	125244	174068	192997	212813	253277	283398	300504	301065
077006	089486	097262	103538	110501	125258	175056	193145	220043	253305	283467	300601	301292
077203	089533	097332	104113	110830	125286	175072	193550	220049	253308	283475	300610	301316
077229	089677	097354	104138	111159	125307	175074	193701	220131	254025	283513	300613	301339
077264	089882	097383	104277	111454	125315	175088	196053	220145	255021	283567	300636	301344
077269	089920	097433	104308	111689	125341	175090	196056	220154	256615	286076	300656	301356
077344	089934	097467	104446	111708	125355	176052	196068	220278	257155	287011	300661	301459
077348	089967	097562	104482	111782	125391	176053	196077	220583	271029	287029	300678	301498
077623	089970	097568	104642	113185	125420	176092	196082	220740	271078	287038	300679	301561
077627	090034	097578	105654	113263	125431	176117	196097	220746	271115	287054	300720	301578
077657	090057	097616	105688	113272	126012	178036	196105	220778	271145	288117	300734	301886
077995	090433	097726	105735	113589	126014	179067	196116	220882	271147	292510	300737	302006
078005	090648	097784	105784	113594	126020	180017	196117	220891	271201	292583	300753	302007
078077	091130	097811	105819	113596	126051	180075	196132	221065	272077	292585	300759	302042
078878	091188	097844	105931	113963	127024	181015	196134	221106	272132	292600	300760	302058
079004	091301	097856	106236	114275	127026	182001	196142	221342	272180	294151	300762	302212
079070	091619	097894	106438	114565	128125	184015	196165	221362	272184	294227	300780	302469
079082	091773	097916	106559	115027	128984	184026	200117	221434	272196	294393	300781	302531
079108	091805	097941	106593	115037	129916	184047	200433	222061	272223	294505	300788	302542
079114	091821	097955	107033	115112	139601	185070	200516	222070	272224	294526	300798	302574
079122	091893	098050	107276	115146	142028	185083	200547	222208	272239	295336	300808	302627
079646	092162	098084	107292	115154	142139	186015	200695	222273	272251	296014	300809	302636
079947	092333	098123	107294	115189	142141	187048	200731	222296	272307	296234	300811	302801
080005	092353	098184	108050	115192	142164	191028	200768	222328	272341	300018	300814	302836
080064	092436	098186	108143	115285	142266	191057	200772	222334	272348	300019	300815	302848
080078	092589	098219	108216	115373	146565	191077	200901	223380	273054	300051	300825	303696
080214	092619	098249	108220	115601	146638	191123	200940	223385	273098	300066	300831	303703
080218	092872	098285	108228	115735	146684	191181	206115	224023	273116	300072	300835	303714
080244	092981	098357	108244	116041	146768	191332	206122	226075	274082	300085	300842	303727
080367	093157	098407	108266	117075	150149	191353	207157	230011	274121	300101	300848	303746
080486	093211	098414	108297	117076	150169	191367	207324	230016	274135	300116	300849	303826
080491	093273	098436	108305	117472	150177	191465	207346	232262	274159	300132	300857	303926
080565	093493	098443	108308	117531	150241	191481	207526	232326	274226	300142	300864	303930
080694	093829	098446	108325	117610	150258	191515	207563	232339	274271	300157	300866	303966
085080	094042	098458	108329	117648	151082	191568	207627	232342	274333	300221	300879	303976
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085119	094473	098505	108357	117797	151219	191611	207811	235187	275102	300235	300887	305067
085172	094559	098535	108402	118175	151221	191821	207845	235320	276105	300258	300906	305158
085357	094762	098546	108406	118289	152146	191873	207859	235392	276148	300263	300913	305231
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305773	326681	336022	381146	448043	480022	494161	573300	602408	624038	730611	775261	802772
305887	326720	336065	381348	450043	480220	494220	581187	602414	624079	731261	775375	802828
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306341	327784	336326	392230	452102	480694	495406	591972	602623	627112	740864	782959	802950
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309025	330565	340220	402501	454388	481973	524123	600412	603241	631530	750114	787936	804273
311200	330576	340238	402975	454738	482155	525005	600419	604622	631617	750169	787950	805040
311551	330585	340277	405023	454739	482187	531128	600441	604746	631904	750300	787957	805515
312184	331049	340297	405094	454741	482241	531605	600450	605015	641154	750384	787994	805587
312224	331069	340395	410074	454764	482317	531703	600492	605018	641252	750817	788067	807027
312454	331093	340532	410140	454793	482386	532366	600504	605294	641314	750840	789009	809037
314008	331139	340813	420077	458062	482503	532782	600516	605563	641539	750953	794377	809043
314196	331192	340915	422008	458087	482772	532868	600696	605800	641718	751184	794381	809072
314273	331198	340919	423034	458141	482785	537362	600762	606438	641949	752264	797019	809110
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317186	331724	347070	424039	462389	483053	541130	600822	606745	648161	752471	799198	809128
317317	331887	347118	424042	462412	483144	541210	600874	607010	652160	752607	800109	812028
320015	331911	347133	430116	462452	483164	543280	600898	607115	652440	752779	800318	812051
320085	331990	349001	430150	462542	483262	543820	600910	607450	652470	752943	800511	816054
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320975	332028	349609	432159	462598	483340	544081	601282	607508	662563	753087	800554	816433
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322788	333416	366173	436475	469116	488758	553938	601679	608220	701305	762046	801626	840341
322882	333532	370010	437016	469187	489340	553955	601852	608249	701339	765524	801710	840365
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324460	333648	372041	441076	472047	490129	554322	602039	608422	701716	770512	802113	840459
325104	333689	372077	441144	472061	490268	554332	602048	608464	705062	770526	802122	840466
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325621	333805	372692	441519	476002	490478	554699	602162	608534	708541	770627	802179	840487
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841121	852481	856401	901636	907371	917352	918629	924091	927141	931182	948260	970410	974044
841127	852536	856487	901756	907565	917358	918631	924092	927158	931410	948273	970414	974051
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841549	852826	871616	902386	913637	917491	920034	925059	927389	933146	950746	970546	976068
841553	852850	871631	902393	913670	917503	920062	925116	927435	933394	950761	970551	980003
841608	852863	871633	902401	913722	917511	920089	925194	927438	933449	950882	970556	980053
841610	852881	871634	902418	914008	917524	920093	926016	927453	933463	950893	970560	980090
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844100	853123	891563	902917	915027	917662	921176	926358	927838	937289	953324	970727	981800
844120	853158	891586	903037	915041	917716	921191	926386	927922	937368	958399	970760	981817
844127	853161	891635	903327	915118	917737	921209	926427	927962	937514	958494	972233	981906
844137	853188	891649	903370	915238	917804	921217	926450	928163	937587	958830	972283	982114
844174	853210	891703	903570	915294	917829	921275	926452	928166	937741	958835	972288	982116
844177	853243	891770	903582	915398	917894	921283	926464	928194	937803	958841	972309	982122
844192	853260	891792	903608	915415	917900	921285	926470	928204	937812	959059	972411	982137
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847120	853408	895021	904516	917005	918124	921476	926557	928330	940252	967356	972458	985098
847134	853420	895035	904602	917010	918131	921484	926581	928341	940558	968191	972467	988042
847185	853438	895043	904603	917011	918149	921516	926605	928349	940589	968311	972581	992172
850018	853450	895048	904615	917033	918196	921534	926616	928353	940685	968336	972630	992687
850251	856025	895053	904634	917109	918208	921561	926627	928366	940885	968399	972670	992721
850508	856065	895068	906080	917131	918273	921609	926656	928424	940958	968450	972793	992736
850558	856067	895416	906158	917132	918302	921621	926699	928503	941219	968456	972823	995049
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850743	856110	898002	906498	917196	918349	921762	926785	928598	941385	968554	973082	995348
850828	856135	898005	906632	917227	918351	921788	926862	928694	941446	968590	973126	995438
850901	856158	898079	906805	917229	918369	921828	926873	928739	941456	968639	973205	995608
850934	856160	900006	906853	917236	918385	921944	926903	928755	941481	968697	973240	995725
850949	856169	900741	906862	917276	918443	921967	926957	928779	945693	968734	973261	997123
850972	856211	901044	906876	917284	918453	922075	926960	928844	946190	968756	973283	997238
852099	856260	901054	907050	917288	918519	922123	926983	928848	946528	969011	973296	997299
852263	856261	901241	907134	917321	918545	922215	926992	928888	946542	970149	973296	997299

International Mail

IMM REVISION

Suspension of International Mail Service to Guinea-Bissau

Effective immediately, all international air and surface mail service to Guinea-Bissau is hereby suspended.

Any mail on hand for Guinea-Bissau must be returned to sender endorsed "Service Temporarily Suspended." Postage may be refunded in full for return mail (see *Domestic Mail Manual* P0142.4), or the mail may be re-entered when service is resumed by obliterating the "Service Temporarily Suspended" endorsement. Information concerning international mail service disruptions can be found via the Rapid Information Bulletin Board System (RIBBS) page of the Postal IntraNet located at <http://ribbs.usps.gov>. The changes to the Individual Country Listing for Guinea-Bissau will be included in a future edition of the IMM.

—International and Military Mail Operations,
International Business Unit, 7-16-98

IMM REVISION

Resumption of International Mail Service to Sierra Leone

Effective immediately, all international air and surface mail service to Sierra Leone is hereby resumed. Items returned to sender during the service suspension should be forwarded without additional postage if a refund was not issued. The return to sender indicia should be marked through. Information concerning international mail service disruptions can be found via the Rapid Information Bulletin Board System (RIBBS) page of the Postal IntraNet located at <http://ribbs.usps.gov>. These changes to the Individual Country Listing for Sierra Leone will be included in a future edition of the IMM.

—International and Military Mail Operations,
International Business Unit, 7-16-98

IMM REVISION

International Mail — Mailing to Botswana

Effective immediately, the following changes are being made to the Individual Country Listing for Botswana in the *International Mail Manual* (IMM):

The entry under the header, Restrictions, which pertains to the mailing of bank notes, currency notes, securities payable to bearer, etc., is being deleted and replaced by a new entry under the header, Prohibitions, which reads as follows:

International Mail Manual (IMM)

* * * * *

Country Conditions for Mailing — Botswana

Prohibitions

[Add the following entry:]

Coins; bank notes; currency notes (paper money); securities of any kind payable to bearer; traveler's checks; platinum, gold, and silver (manufactured or not); precious stones; jewelry; and other valuable articles are prohibited in all classes of mail, including Express Mail International Service (EMS) shipments, that are mailed to Botswana.

* * * * *

Restrictions

[Delete the entry that pertains to the mailing of bank notes, currency notes, securities payable to bearer, etc.]

These changes to the Individual Country Listing for Botswana will be incorporated into a future edition of the *International Mail Manual* (IMM).

—Pricing, Costing, & Classification,
International Business Unit, 7-16-98

Philately

STAMP ANNOUNCEMENT 98-24

Breast Cancer Research Semi-Postal Stamp



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The Postal Service will issue a 40-cent Breast Cancer Research Semi-Postal Stamp, self-adhesive pane of 20 (one design) (Item 5530) stamps July 29, 1998, in Washington, DC. The stamp goes on sale nationwide at 12 noon (EDT) on the same day. This is the nation's first semi-postal stamp issued to raise public awareness and give energy to the pressing fight to find a cure for breast cancer.

Ethel Kessler, the stamp's designer, brings a personal understanding of the complex and sensitive nature surrounding breast cancer's prevention and cure. Kessler's collaboration with Whitney Sherman of Baltimore, MD, yielded the dramatic original illustration and the stamp's bold direct call for action.

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),

Issue:	Breast Cancer Research Semi-Postal Stamp
Denomination & Type of Issue:	40-cent, semi-postal
Format:	Self-adhesive pane of 20 (one design)
Series:	N/A
Issue Date & City:	July 29, 1998, Washington, DC 20066
Illustrator:	Whitney Sherman, Baltimore, MD
Designer:	Ethel Kessler, Bethesda, MD
Engraver:	North American Roto
Art Director:	Ethel Kessler, Bethesda, MD
Typographer:	Ethel Kessler, Bethesda, MD
Modeler:	Avery Dennison SPD
Manufacturing Process:	Gravure
Printer:	Avery Dennison (AVR)
Printed at:	AVR, Clinton, SC
Press Type:	Dia Nippon Kiko
Stamps Per Pane/Sheet:	20
Print Quantity:	200 million stamps
Paper Type:	Pre-phosphored Type II
Gum Type:	Self-adhesive
Processed at:	AVR, Clinton, SC
Colors (PMS Colors):	Green, copper, yellow, magenta, cyan, black
Image Area:	0.840 x 1.410 in./21.336 x 358.14 mm
Overall Size:	0.990 x 1.560 in./25.146 x 39.624 mm
Full Pane Size:	5.900 x 7.250 in./149.86 x 184.15 mm
Plate Size:	160 stamps per revolution
Plate Numbers:	"V" followed by six single digits
Marginal Markings:	"© USPS 1998" • Position Diagram • Plate Numbers • Text
Catalog Item Number:	553040 Pane of 20 — \$8.00 553061 First Day Cover — \$.61
Sales Date:	July 29, 1998
Nationwide Sale Date:	July 30, 1998
First Day City:	Washington, DC

and place them in a larger envelope addressed to:

BREAST CANCER RESEARCH STAMP
POSTMASTER
900 BRENTWOOD RD NE
WASHINGTON DC 20006-9991

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by August 28, 1998.

Stamp Fulfillment Services 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
 DEPT 6270
 U S POSTAL SERVICE
 PO BOX 419014
 KANSAS CITY MO 64141-6014

or by telephoning 1 800-STAMP-24.

There will be a single stamp first day cover (Item No. 553061). First day covers remain on sale for at least 1 year after the stamp's issuance.

Distribution

Stamp distribution offices (SDOs) and stamp distribution networks (SDNs) will receive their standard distribution for a 20-stamps-per-pane issue, rounded to the nearest master carton size (40,000 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 July 22, 1998.

Philatelic Requirement

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

Offices That Service The Following Philatelic Windows	Will Receive These Quantities of the <i>Breast Cancer Research "Semi-Postal" Stamp</i>
1	16,000
2	16,000
3	32,000
4	32,000
6	120,000
12	200,000
20	320,000

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.

For filling supplemental orders, accountable paper depositories (APDs) in Memphis, TN; Chicago, IL; Denver, CO; and San Francisco, CA, and SDNs in Dulles, VA, and Kansas City, MO, will receive 10,920,000 stamps. The Washington, DC, and New York, NY, APDs will receive 10,960,000 stamps.

Sales Policy

All post offices must acquire and maintain a supply of these stamps as long as customer demand exists or until the stamp is officially withdrawn from sale. If supplies run low, post offices must reorder additional quantities through their normal ordering procedures. There will be no exceptions to this policy.

STAMP ANNOUNCEMENT 98-25

Stephen Vincent Benet Commemorative Stamp

Copyright USPS 1998

The Postal Service will issue a 32-cent Stephen Vincent Benet water-activated (gummed) pane of 20 (one design) (Item 4456) stamp on July 22, 1998, in Harpers Ferry, WV. The stamps go on sale nationwide July 23, 1998.

Designed by Carl Hermann of Laguna Niguel, CA, and illustrated by Michael Deas, New Orleans, LA.

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 large envelope addressed to:

STEPHEN VINCENT BENET
POSTMASTER
HARPERS FERRY WV 25425-9991

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by August 20, 1998.

Stamp Fulfillment Services 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
DEPT 6270
U S POSTAL SERVICE
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 stamp's issuance.

Issue:	Stephen Vincent Benet Commemorative Stamp
Denomination & Type of Issue:	32-cent commemorative
Format:	Water-activated pane of 20 (one design)
Series:	Literary Arts
Issue Date & City:	July 22, 1998, Harpers Ferry, WV 25425
Illustrator:	Michael Deas, New Orleans, LA
Designer:	Carl Hermann, Laguna Niguel, CA
Engraver:	N/A
Art Director:	Carl Hermann, Laguna Niguel, CA
Typographer:	John Boyd, New York, NY
Modeler:	Joseph Sheeran
Manufacturing Process:	Offset
Printer:	Ashton Potter (USA) Ltd. (APU)
Printed at:	Sterling Sommer, Tonawanda, NY
Press Type:	Akiyama 628
Stamps Per Pane/Sheet:	20
Print Quantity:	30 million stamps
Paper Type:	Pre-phosphored
Gum Type:	Water-activated
Processed at:	APU, Williamsville, NY
Colors (PMS Colors):	Black, cyan, magenta, yellow
Image Area:	0.840 x 1.41 in./21.30 x 35.80 mm
Overall Size:	0.991 x 1.56 in./25.15 x 39.63 mm
Full Pane Size:	5.940 x 7.80 in./150.87 x 197.97 mm
Plate Size:	180 stamps per revolution
Plate Numbers:	"P" followed by four single digits
Marginal Markings:	"© USPS 1997" — Position Diagram • Plate Numbers • Price • Text
Catalog Item Number:	445640, Pane of 20 — \$6.40 445661, First Day Cover — \$5.30

Distribution

Stamp distribution offices (SDOs) and stamp distribution networks (SDNs) will receive approximately one-sixth of their standard automatic distribution for a sheet stamp. Distributions are rounded up to the nearest master carton size (70,000 stamps).

Initial Supply for Post Offices

SDOs and SDNs will make a subsequent automatic distribution to post offices for one-sixth of their standard automatic distribution quantities using Form 3309, *Advice of Shipment/Stamp Invoice*, and Form 17, *Stamp Requisition*. SDOs and SDNs must not distribute stamps to post offices before July 15, 1998.

Additional Supply

Post offices requiring additional stamps must requisition them from their designated SDO or SDN using a Form 17. SDOs requiring additional stamps must order them from the appropriate accountable paper depository (APD), using a Form 17. APDs will receive 70,000 additional stamps for filling supplemental orders.

Philatelic Requirement

SDOs and SDNs with authorized philatelic centers will receive an automatic distribution of these stamps in nine positions for subsequent distribution to each philatelic window.

SDOs and SDNs That Serve This Many Philatelic Windows	Will Receive This Quantity of the <i>Stephen Vincent Benet</i> Commemorative Stamp, Item 4456
1 to 3	18,000
4	36,000
5 to 6	54,000
7 to 12	72,000
13 to 20	90,000

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 date of issue. If supplies run low, post offices must reorder additional quantities using their normal ordering procedures.

—Stamp Services, Marketing, 7-16-98

STAMP ANNOUNCEMENT 98-26

Tropical Birds Commemorative Stamp

Copyright USPS 1998

The Postal Service will issue a 32-cent Tropical Birds Commemorative Stamp, pane of 20 (four designs) (Item No. 4459) stamps on July 29, 1998, in Ponce, PR. The stamps were designed by Phil Jordan of Falls Church, VA, and illustrated by Robert Giusti of New Milford, CT, and go on sale nationwide July 30, 1998.

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:

TROPICAL BIRDS COMMEMORATIVE STAMPS
POSTMASTER
5 CALLE PAMPANOS
PONCE PR 00717-9991

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by August 28, 1998.

Stamp Fulfillment Services 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
DEPT 6270
US POSTAL SERVICE
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 stamp's issuance.

Distribution

Stamp distribution offices (SDOs) and stamp distribution networks (SDNs) will receive approximately one-half of their standard automatic distribution for a sheet stamp. Distributions are rounded up to the nearest master carton size (70,000 stamps).

Initial Supply For Post Offices

SDOs and SDNs will make a subsequent automatic distribution to post offices for one-half of their standard automatic distribution quantities using Form 3309, *Advice of Shipment/Stamp Invoice*, and Form 17, *Stamp Requisition*. SDOs and SDNs must not distribute stamps to post offices before July 22, 1998.

Issue:	Tropical Birds Commemorative Stamp
Denomination & Type of Issue:	32-cent, commemorative
Format:	Pane of 20 (4 designs)
Series:	N/A
Issue Date & City:	July 29, 1998, Ponce, PR
Illustrator:	Robert Giusti, New Milford, CT
Designer:	Phil Jordan, Falls Church, VA
Engraver:	N/A
Art Director:	Phil Jordan, Falls Church, VA
Typographer:	Phil Jordan, Falls Church, VA
Modeler:	Banknote Corporation of America
Manufacturing Process:	Offset
Printer:	Banknote Corporation of America
Printed at:	BCA, Browns Summit, NC
Press Type:	Goebel 670
Stamps Per Pane/Sheet:	20
Print Quantity:	70 million stamps
Paper Type:	Pre-phosphored Type I
Gum Type:	Water-Activated PVA
Processed at:	BCA, Browns Summit, NC
Colors (PMS Colors):	Yellow, magenta, cyan, black
Image Area:	1.392 x 0.822 in./35.357 x 20.879 mm
Overall Size:	1.560 x 0.990 in./39.624 x 25.146 mm
Full Pane Size:	7.260 x 5.940 in./184.404 x 150.876 mm
Plate Size:	180 stamps per revolution
Plate Numbers:	"B" followed by four single digits
Marginal Markings:	Position Diagram • Plate Numbers • Price • Text
Catalog Item Number:	445490 Pane of 20 — \$6.40 445962 First Day Cover (Block of 4) — \$1.49 445963 First Day Cover (Set of 4) — \$2.12
Sales Date:	July 29, 1998
Nationwide Sale Date:	July 30, 1998

Additional Supply

Post offices requiring additional stamps must requisition them from their designated SDO or SDN using a Form 17. SDOs requiring additional stamps must order them from the appropriate accountable paper depository (APD), using a Form 17.

Denver APD will receive 70,000 additional stamps, with all other APDs receiving 140,000 additional stamps for filling supplemental orders.

Philatelic Requirement

SDOs and SDNs with authorized philatelic centers will receive an automatic distribution of these stamps in nine positions for subsequent distribution to each philatelic window.

SDOs and SDNs That Serve This Many Philatelic Windows	Will Receive This Quantity of the Tropical Birds Commemorative Stamp, Item 4459
1 to 3	18,000
4	36,000
5 to 6	54,000
7 to 12	72,000
13 to 20	90,000

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 date of issue. If supplies run low, post offices must reorder additional quantities usin

—Stamp Services, Marketing, 7-16-98

STAMP ANNOUNCEMENT 98-27

Ring-Necked Pheasant Commemorative Stamp

Copyright USPS 1998

The Postal Service will issue a 20-cent, Ring-Necked Pheasant Commemorative Stamp, July 31, 1998, in Somerset, NJ. The stamp will be issued in a self-adhesive format as a convertible booklet of 10 (Item 6619) and a coil of 100 (Item No. 7761). The stamp was designed by Terry McCaffrey of the U.S. Postal Service, and illustrated by Robert Giusti of New Milford, CT, and goes on sale nationwide August 1.

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:

RING-NECKED PHEASANT
POSTMASTER
500 DEMOTT LANE
SOMERSET NJ 08873-9991

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by August 30, 1998.

Issue:	Ring-Necked Pheasant Commemorative Stamp
Denomination & Type of Issue:	20-cent, commemorative
Format:	Coil of 100 and Booklet of 10
Series:	N/A

Issue Date & City:	July 31, 1998, Somerset, NJ
Illustrator:	Robert Giusti, New Milford, CT
Designer:	Terry McCaffrey, U.S. Postal Service
Engraver:	N/A (Coil); North America Roto (Booklet)
Art Director:	Terry McCaffrey, U.S. Postal Service
Typographer:	John Boyd, New York, NY
Modeler:	Bureau of Engraving & Printing (BEP) (Coil) Avery Dennison, SPD (Booklet)
Manufacturing Process:	Gravure
Printer:	BEP (Coil); Avery Dennison (AVR) (Booklet)
Printed at:	BEP, Washington, DC (Coil); AVR, Clinton, SC (Booklet)
Press Type:	Andreatti (BEP); Dia Nippon Kiko (AVR)
Stamps Per Pane/Sheet:	100 per Coil (BEP); 10 per sheet (AVR)
Print Quantity:	300 million (BEP); 425 million (AVR)
Paper Type:	Pre-phosphored
Gum Type:	Self-Adhesive
Processed at:	BEP, Washington, DC (Coil); AVR, Clinton, SC (Booklet)
Colors (PMS Colors):	Yellow, magenta, cyan, black
Image Area:	0.710 x 0.8.2 in./18.00 x 20.80 mm (Coil) 0.720 x 0.818 in./18.288 x 20.772 mm (Booklet)
Overall Size:	0.870 x 0.960 in./22.10 x 24.40 mm (Coil) 0.870 x 0.9982 in./22.098 x 24.94528 mm (Booklet)
Full Pane Size:	N/A (Coil) 1.740 x 6.500 in./44.098 x 24.9428 mm (Booklet)
Plate Size:	480 stamps per revolution (Coil); 44 stamps per revolution (Booklet)
Plate Numbers:	Four single digits (Coil); "V" followed by four single digits (Booklet)
Marginal Markings:	Text N/A
Catalog Item Number:	776100 Coil of — \$20.00 776161 First Day Cover — \$.61 (Two stamps) 661900 Booklet of 10 — \$2.00 661961 First Day Cover — \$.61 (Two stamps)
Sale Date:	July 31, 1998
Nationwide Sale Date:	August 1, 1998

Stamp Fulfillment Services 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
DEPT 6270
US POSTAL SERVICE
PO BOX 419014
KANSAS CITY MO 64141-6014

or by telephoning 1 800-STAMP-24.

There will be a single stamp first day cover (Item 7761). First day covers remain on sale for at least 1 year after the stamp's issuance.

Distribution of Booklet of 10 Self-Adhesive Definitive Stamps, Item 6619

Stamp distribution offices (SDOs) and stamp distribution networks (SDNs) will receive two automatic distributions for convertible self-adhesive booklets, rounded to the nearest master carton size (4,500 booklets). The first distribution of one-sixth the standard quantities will be completed by July 22, 1998. A second distribution of one-quarter the standard quantities will be shipped September 21–23, 1998.

SDOs and SDNs will make subsequent automatic distributions to post offices using Form 3309, *Advice of Shipment/Stamp Invoice*, and Form 17, *Stamp Requisition*. SDOs and SDNs must not distribute stamps to post offices before July 22, 1998.

Philatelic Requirement

SDOs and SDNs with authorized philatelic centers must provide subsequent distribution of these convertible self-adhesive booklets to each philatelic center from their initial automatic distribution.

Additional Supply

Post offices requiring additional stamps must requisition them from their designated SDO or SDN, using a separate Form 17, *Stamp Requisition*. SDOs requiring additional stamps must order them from their accountable paper depositories (APDs), using a separate Form 17.

The New York, NY; Washington, DC; and Chicago, IL; APDs; and the Dulles, VA and Kansas City, MO; SDNs will receive 1,030,500 stamp booklets for filling supplemental orders. APDs in Memphis, TN; Denver, CO; and San Francisco, CA, will receive 1,026,000 booklets.

Distribution of Item 7761, Self-Adhesive Coil of 100, Post Card Rate Definitive Stamps

SDOs and SDNs will receive two automatic distributions of Item 7761, 20-cent *Ring-Necked Pheasant*, self-adhesive coil of 100. The first distribution of approximately 3,200 coils per SDO will be completed by July 27, 1998.

The second distribution ranging from 16,000 to 32,000 coils per SDO will be completed by August 14, 1998. The Kansas City, MO, and Dulles, VA, SDNs will receive 60,000 coils each from the second automatic distribution.

Philatelic Requirement

SDOs and SDNs with authorized philatelic centers must provide subsequent distribution of these coils to each philatelic center from their initial automatic distribution.

Initial Supply for Post Offices

Post offices requiring quantities of this post card rate, PSA coil of 100 must order them from the appropriate stamp distribution office using a separate Form 17, *Stamp Requisition*. SDOs and SDNs must not distribute coils to post offices before June 22, 1998.

Additional Supply

Post offices requiring additional coils must requisition them from their designated SDO or SDN using a separate Form 17.

SDOs requiring additional coils must order them from the appropriate accountable paper depository, using a Form 17. All APDs with the exception of Denver will receive 112,000 coils for filling supplemental orders. The Denver APD will receive 40,000 coils for filling supplemental orders.

—Stamp Services, Marketing, 7-16-98

STAMP ANNOUNCEMENT 98-28

Alfred Hitchcock Commemorative Stamp



Copyright USPS 1998

The Postal Service will issue a 32-cent, water-activated adhesive Alfred Hitchcock Commemorative Stamp on August 3, 1998, in Los Angeles, CA. The stamp was designed by Richard Sheaff of Scottsdale, AZ, and will go on sale nationwide August 4, 1998.

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:

ALFRED HITCHCOCK STAMP
POSTMASTER
7001 S CENTRAL AVENUE ROOM 051
LOS ANGELES CA 90052-9991

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by September 3, 1998.

Issue:	Alfred Hitchcock Commemorative Stamp
Denomination & Type of Issue:	32-cent, commemorative
Format:	Pane of 20 (1 Design)
Series:	Legends of Hollywood
Issue Date & City:	August 3, 1998, Los Angeles, CA
Designer:	Richard Sheaff, Scottsdale, AZ
Engraver:	Armotek
Art Director:	Richard Sheaff, Scottsdale, AZ
Typographer:	Richard Sheaff, Scottsdale, AZ
Modeler:	Donald Woo
Manufacturing Process:	Gravure
Printer:	Senett Security Products (SSP)
Printed at:	SSP, Columbus, WI
Press Type:	Cerotti 1942
Stamps Per Pane/Sheet:	20
Print Quantity:	65 million stamps
Paper Type:	Type III
Gum Type:	Water-activated adhesive
Processed at:	SSP Fredericksburg, VA
Colors (PMS Colors):	Silver, gray, black
Image Area:	0.84 x 1.41 in./21.34 x 35.80 mm
Overall Size:	0.99 x 1.56 in./25.15 x 39.63 mm
Full Pane Size:	1.25 x 8.75 in./184.15 x 222.25 mm
Plate Size:	120 stamps per revolution
Plate Numbers:	"S" followed by four single digits
Marginal Markings:	• Text "©USPS, 1997" • Price • Position Diagram
Catalog Item Number:	446540 Pane of 20 — \$6.40 446561 First Day Cover — \$.53
Sales Date:	August 3, 1998
Nationwide Sale Date:	August 4, 1998

Stamp Fulfillment Services 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
DEPT 6270
US POSTAL SERVICE
PO BOX 419014
KANSAS CITY MO 64141-6014

or by telephoning 1 800-STAMP-24.

There will be a single stamp first day cover (Item No. 446561). First day covers remain on sale for at least 1 year after the stamp's issuance.

Distribution

Stamp distribution offices (SDOs) and stamp distribution networks (SDNs) will receive one-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 one-half 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 July 27, 1998.

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 The Following Philatelic Windows	Will Receive These Quantities of the <i>Alfred Hitchcock</i> Commemorative Stamp
1	18,000
2	36,000
3	54,000
4	72,000
6	150,000
12	250,000
20	400,000

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 accountable paper depositories (APDs), using a separate Form 17.

All APDs will receive 600,000 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, 7-16-98

STAMP ANNOUNCEMENT 98-29

Organ and Tissue Donation Commemorative Stamp



Copyright USPS 1998

The Postal Service will issue a 32-cent, self-adhesive Organ and Tissue Donation Commemorative Stamp on August 5, 1998, in Columbus, OH. The stamp is designed by Richard Sheaff of Scottsdale, AZ, and illustrated by Andy Levine. The stamp will go on sale nationwide August 6, 1998.

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 and/or others), and place them in a larger envelope addressed to:

ORGAN AND TISSUE DONATION STAMP
POSTMASTER
850 TWIN RIVERS DRIVE
COLUMBUS OH 43215-9991

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by September 5, 1998.

Stamp Fulfillment Services 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

Issue:	Organ and Tissue Donation Commemorative Stamp
Denomination & Type of Issue:	32-cent, commemorative
Format:	Self-adhesive pane of 20 (1 design)
Series:	N/A
Issue Date & City:	August 5, 1998, Columbus, OH
Illustrator:	Andy Levine
Designer:	Richard Sheaff, Scottsdale, AZ
Stamps Per Pane/Sheet:	20
Sales Date:	August 5, 1998
Nationwide Sale Date:	August 6, 1998
First Day City:	Columbus, OH

catalog by writing to:

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

or by telephoning 1 800-STAMP-24.

There will be a single stamp first day cover. First day covers remain on sale for at least 1 year after the stamp's issuance.

Distribution

Stamp distribution offices (SDOs) and stamp distribution networks (SDNs) will receive approximately one-eighth of their standard automatic distribution for a sheet stamp. Distributions are rounded up to the nearest master carton size (40,000 stamps).

Initial Supply for Post Offices

The Minneapolis Information System Service Center **will not** use Form 3309, *Advice of Shipment/Stamp Invoice* to automatically distribute this commemorative stamp to post offices. To obtain an initial supply of Item 4443, all post offices must immediately submit a separate Form 17, *Stamp Requisition*, to their designated SDO. Post offices under the SDN concept must follow their normal procedures for acquiring supplies of this item. SDOs and SDNs must not distribute stamps to post offices before **July 28, 1998**.

Additional Supply

Post offices requiring additional stamps must requisition them from their designated SDO or SDN using a Form 17. SDOs requiring additional stamps must order them from the appropriate accountable paper depository (APD), using a Form 17.

The following APDs will receive additional stamps for filling supplemental orders: New York and Washington, 240,000 stamps; Chicago, Memphis, and San Francisco, 200,000 stamps; and Denver 80,000 stamps.

Philatelic Requirement

SDOs and SDNs with authorized philatelic centers will receive an automatic distribution of these stamps in eight positions for subsequent distribution to each philatelic window.

SDOs and SDNs That Serve This Many Philatelic Windows	Will Receive This Quantity of the <i>Organ and Tissue Donation</i> Commemorative Stamp, Item 4443
1 to 3	16,000
4	32,000
5 to 6	48,000
7 to 12	64,000
13 to 20	80,000

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 date of issue. If supplies run low, post offices must reorder additional quantities using their normal ordering procedures.

—Stamp Services, Marketing, 7-16-98

Pictorial Cancellations Announcement 98-14

As a community service, the Postal Service offers pictorial cancellations to commemorate local events celebrated in communities throughout the nation. A list of 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

submitted 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.



July 11, 1998

TURTLE LAKE INTERCOUNTY FAIR STATION
POSTMASTER
PO BOX 9998
TURTLE LAKE WI 54889-9998

July 11, 1998

PIIONEER VILLAGE STATION
POSTMASTER
PO BOX 9998
CAMERON WI 54822-9998

July 11, 1998

MEMORY DAYS STATION
POSTMASTER
PO BOX 9998
CENTURIA WI 54824-9998

July 12, 1998

WAGON TRAIL SESQUICENTENNIAL STATION
POSTMASTER
PO BOX 9998
SHERWOOD WI 54169-9998

July 12, 1998

SESQUICENTENNIAL STATION
POSTMASTER
PO BOX 9998
SAXEVILLE WI 54976-9998

July 15, 1998

MAXWELL STREET DAY STATION
POSTMASTER
615 MAIN ST W
ASHLAND WI 54806-9998

July 15, 1998

SESQUICENTENNIAL STATION
POSTMASTER
PO BOX 9998
HAWTHORNE WI 54842-9998

July 17, 1998

SESQUICENTENNIAL STATION
POSTMASTER
PO BOX 9998
SPRINGBROOK WI 54875-9998

July 17, 1998

SESQUICENTENNIAL STATION
POSTMASTER
PO BOX 9998
TREGO WI 54888-9998

July 17, 1998

BIRCHWOOD BLUEGILL FESTIVAL STATION
POSTMASTER
PO BOX 9998
BIRCHWOOD WI 54817-9998

July 18, 1998

RAILROAD HERITAGE DAYS STATION
POSTMASTER
PO BOX 9998
SPOONER WI 54801-9998

July 18, 1998

MINONG SUMMER DAYS STATION
POSTMASTER
PO BOX 9998
MINONG WI 54859-9998

July 18, 1998

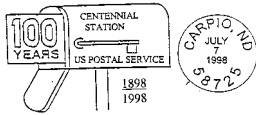
CAMERON DAM CELEBRATION STATION
POSTMASTER
PO BOX 9998
WINTER WI 54896-9998

July 18, 1998

LUCKY DAYS STATION
POSTMASTER
PO BOX 9998
LUCK WI 54853-9998

July 24, 1998

BROWNSTONE DAYS STATION
POSTMASTER
PO BOX 9998
WASHBURN WI 54891-9998

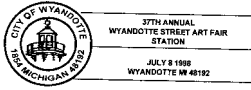


July 7, 1998
 CENTENNIAL STATION
 POSTMASTER
 PO BOX 9998
 CARPIO ND 58725-9998



JULY 9-11, 1998
 TOMATO STATION
 RIPLEY TN 38063

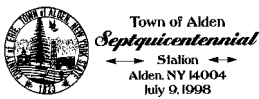
July 9-11, 1998
 Lauderdale County Chamber of Commerce
 TOMATO STATION
 POSTMASTER
 117 E JACKSON AVE
 RIPLEY TN 38063-9998



July 8-11, 1998
 USPS/City of Wyandotte
 37TH ANNUAL WYANDOTTE STREET
 ART FAIR STATION
 POSTMASTER
 166 OAK ST
 WYANDOTTE MI 48192-9998



July 9-12, 1998
 POTTERY STATION
 POSTMASTER
 226 N MAIN ST
 ROSEVILLE OH 43777-9998



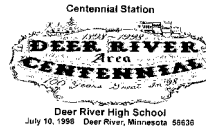
July 9, 1998
 TOWN OF ALDEN SEPTU-CENTENNIAL
 STATION
 POSTMASTER
 PO BOX 9998
 ALDEN NY 14004-9998



July 10, 1998
 EDWARD HOPPER STATION
 POSTMASTER
 PO BOX 9998
 CHAUTAUQUE NY 14722-9998



July 9, 1998
 THE INTERNATIONAL NETWORK
 TO FREEDOM ASSOCIATION STATION
 POSTMASTER
 424 S KANSAS AVE
 TOPEKA KS 66603-9611



July 10, 1998
 CENTENNIAL STATION
 POSTMASTER
 PO BOX 9998
 DEER RIVER MN 56636-9998



July 9, 1998
 VILHELM MOBERG'S "MARKET EVE"
 STATION
 POSTMASTER
 PO BOX 9998
 ST CROIX FALLS WI 54024-9998



Bicentennial Station
 July 10, 1998
 Glasgow, Kentucky 42141

July 10, 1998
 Glasgow/Barren County Bicentennial
 Committee
 BARREN COUNTY BICENTENNIAL
 STATION
 POSTMASTER
 PO BOX 9998
 GLASGOW KY 42141-9998



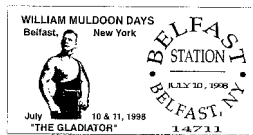
July 9, 1998
 DAN BLOCKER MEMORIAL STATION
 POSTMASTER
 809 DOAK
 O'DONNELL TX 79351-9998



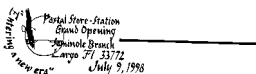
July 10, 1998
 Albuquerque Philatelic Society
 50TH ANNIVERSARY CELEBRATION
 STATION
 POSTMASTER
 1135 BROADWAY NE
 ALBUQUERQUE NM 87101-9998



July 9, 1998
 CELEBRATE THE CENTURY STATION
 POSTMASTER
 NORTH VALLEY
 CORNING OH 43804-9998



July 10, 1998
 BELFAST STATION
 POSTMASTER
 PO BOX 9998
 BELFAST NY 14711-9998



July 9, 1998
 GRAND OPENING POSTAL STORE
 STATION
 POSTMASTER
 9355 113TH ST
 SEMINOLE FL 33772-9998



July 11, 1998
 DUSTERS QUADS SEARCHLIGHTS
 VETERANS REUNION STATION
 POSTMASTER
 PO BOX 9998
 LENOIR CITY TN 37771-9998



July 11, 1998
 Red Gold Corporation
 RED GOLD FROG JUMPING STATION
 POSTMASTER
 15 S SUPERIOR ST
 ORESTES, IN 46063-9998

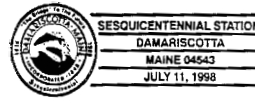


Karner Blue
 Butterfly Festival
 Saturday, July 11th, 1998
 Sponsored by the
 Black River Falls
 Downtown Association

July 11, 1998
 KARNER BLUE BUTTERFLY FESTIVAL
 STATION
 POSTMASTER
 PO BOX 9998
 BLACK RIVER FALLS WI 54615-9998



July 11, 1998
 New Haven Fun Festival Committee
 NEW HAVEN FUN FESTIVAL STATION
 POSTMASTER
 58480 MAIN ST
 NEW HAVEN MI 48048-9998



July 11, 1998
 SESQUICENTENNIAL STATION
 POSTMASTER
 PO BOX 9998
 DAMARISCOTTA ME 04543-9998



July 11, 1998
 Stockett Volunteer Fire Department
 CENTENNIAL STATION
 POSTMASTER
 PO BOX 9998
 STOCKETT MT 59480-9998



July 11, 1998
 Motley County Chamber of Commerce
 MOTLEY COUNTY STATION
 POSTMASTER
 PO BOX 9998
 FLOMOT TX 79234-9998



July 11, 1998
 ONTRACK STATION
 POSTMASTER
 5640 EAST TAFT RD
 SYRACUSE NY 13220-9998



July 11, 1998
 Motley County Chamber of Commerce
 MOTLEY COUNTY STATION
 POSTMASTER
 403 SECOND ST
 ROARING SPRINGS TX 79256-9998



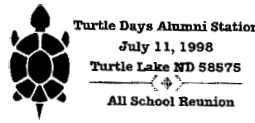
July 11, 1998
 NATIONAL WOMEN'S HALL
 OF FAME STATION
 POSTMASTER
 38 STATE ST
 SENECA FALLS NY 13148-9998



July 11, 1998
 VIETNAM VETERANS MEMORIAL
 WALL ARKPORT STATION
 POSTMASTER
 27 MAIN ST
 ARKPORT NY 14807-9998



July 11, 1998
 CENTENNIAL FAIR STATION
 POSTMASTER
 PO BOX 9998
 TURTLE LAKE WI 54889-9998



July 11, 1998
 TURTLE DAYS ALUMNI STATION
 POSTMASTER
 113 MAIN AVE
 TURTLE LAKE ND 58575-9998



July 11, 1998
 EASTON MN STATION
 POSTMASTER
 PO BOX 9998
 EASTON MN 56025-9998



July 11 & 12, 1998
 ISP
 EXHIBITION STATION
 POSTMASTER
 2200 ORANGE AVE RM 206
 CLEVELAND OH 44101-9996



July 11, 1998
 TWO HARBORS FIRE STATION
 POSTMASTER
 PO BOX 9998
 TWO HARBORS MN 55616-9998



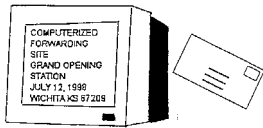
July 11 & 12, 1998
 LAKE CHAMPLAIN INTERNATIONAL
 AIRSHOW STATION
 POSTMASTER
 10 MILLER STREET
 PLATTSBURGH NY 12901-9998



July 11-16, 1998
 GLEN COVE STATION
 POSTMASTER
 PO BOX 9998
 GLEN COVE NY 11542-9998



July 15, 1998
 NENANA STATION
 POSTMASTER
 PO BOX 9998
 FAIRBANKS AK 99760-9998



July 12, 1998
 GRAND OPENING STATION
 POSTMASTER
 320 W SECOND ST
 WICHITA KS 67202-9998

(ARTWORK UNAVAILABLE)

July 15-17, 1998
 BICENTENNIAL STATION
 POSTMASTER
 PO BOX 9998
 BETHEL OH 45106-9998



CENTENNIAL STATION
 JULY 12, 1998
 FT. YUKON AK 99740-9998

July 12, 1998
 CENTENNIAL STATION
 POSTMASTER
 P O BOX 9998
 FT YUKON AK 99740-9998



PLEASANT HILL STATION
 JULY 15-19, 1998
 HAMPTON, IA 50441

July 15-19, 1998
 PLEASANT HILL STATION
 POSTMASTER
 22 S FEDERAL ST
 HAMPTON IA 50441-9998



CENTENNIAL STATION
 JULY 12, 1998
 KOYUKUK AK 99754-9998

July 12, 1998
 CENTENNIAL STATION
 POSTMASTER
 PO BOX 9998
 KOYUKUK AK 99754-9998



Tremont Historical Society Station
 July 16, 1998
 Bass Harbor, ME 04653

July 16, 1998
 TREMONT HISTORICAL SOCIETY
 STATION
 POSTMASTER
 PO BOX 9998
 BASS HARBOR ME 04653-9998



July 13, 1998
 CASS COUNTY FAIR STATION
 POSTMASTER
 PO BOX 9998
 PILLAGER MN 56473-9998



CENTENNIAL STATION
 1898 1998
 HILLSBORO PUBLIC LIBRARY
 July 16, 1998 Hillsboro WI 54634

July 16, 1998
 CENTENNIAL STATION
 POSTMASTER
 PO BOX 9998
 HILLSBORO WI 54634-9998

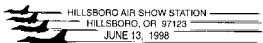


July 13 & 14, 1998
 NAPUS CENTENNIAL STATION
 POSTMASTER
 1801 BROOK RD
 RICHMOND VA 23232-9998



CELEBRATE
 150th ANNIVERSARY
 WOMEN'S RIGHTS
 MOVEMENT
 STATION
 JULY 16, 1998
 SENECA FALLS, NY 13148

July 16-19, 1998
 150TH ANNIVERSARY WOMEN'S
 RIGHTS MOVEMENT STATION
 POSTMASTER
 38 STATE ST
 SENECA FALLS NY 13148-9998



July 13 & 14, 1998
 The Argus
 HILLSBORO AIR SHOW STATION
 POSTMASTER
 125 S 1ST ST
 HILLSBORO OR 97123-9998

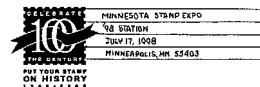


FRIENDSHIP FUN HARBOR
 F.M.C.A.
 Northeast Area Rally
 July 16-19, 1998

July 16-19, 1998
 FAMILY MOTOR COACH STATION
 POSTMASTER
 PO BOX 9998
 W SPRINGFIELD MA 01089-9998



July 13-19, 1998
 ANNANDALE STATION
 POSTMASTER
 990 HIGHWAY 51
 MADISON MS 39110-9998



MINNESOTA STAMP EXPO
 '98 STATION
 JULY 17, 1998
 MINNEAPOLIS, MN 55403

July 17, 1998
 MINNESOTA STAMP EXPO '98 STATION
 POSTMASTER
 100 S 1ST ST
 MINNEAPOLIS MN 55401-9635



July 17, 1998
 Celebrating Our Heritage Station
 Postmaster
 125 West Hepburn Street
 Prairie Farm, WI. 54762-9998
CELEBRATING OUR HERITAGE STATION
 POSTMASTER
 PO BOX 9998
 PRAIRIE FARM WI 54762-9998



July 18, 1998
WOODYSTOCK STATION
 POSTMASTER
 418 W BROADWAY ST
 OKEMAH OK 74859-9998



July 17, 1998
Ortonville's Sesquicentennial Celebration Station
 JUL 17 1998
 Ortonville, Michigan 48462
ORTONVILLE'S SESQUICENTENNIAL CELEBRATION STATION
 POSTMASTER
 PO BOX 9998
 ORTONVILLE MI 48462-9998



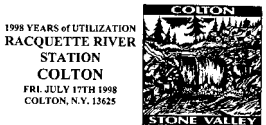
July 18, 1998
VIRGINIA LAKE FESTIVAL STATION
 POSTMASTER
 104 4TH STREET
 CLARKSVILLE VA 23927-9998



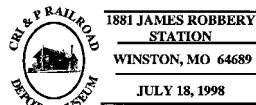
July 17, 1998
SO. COLTON
 FRI JULY 17TH 1998
 SO. COLTON, N.Y. 13687
RAQUETTE RIVER STATION
 POSTMASTER
 1 MAIN ST
 SOUTH COLTON NY 13687-9998



July 18, 1998
Telephone Pioneers of America & Fort Indiantown Gap
FORT INDIANTOWN GAP STATION
 POSTMASTER
 PO BOX 9998
 ANNVILLE PA 17003-9998



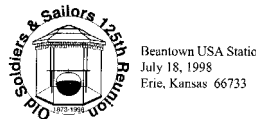
July 17, 1998
RAQUETTE RIVER STATION
 POSTMASTER
 PO BOX 9998
 COLTON NY 13625-9998



July 18, 1998
1881 JAMES ROBBERY STATION
WINSTON, MO 64689
JULY 18, 1998
Winston Historical Society
1881 JAMES ROBBERY STATION
 POSTMASTER
 101 W SECOND ST
 WINSTON MO 64689-9998



July 17 & 18, 1998
Napus District VII Postmasters Assoc.
ZIPPO/CASE MUSEUM STATION
 POSTMASTER
 115 BOYLSTON ST
 BRADFORD PA 16701-9998



July 18, 1998
American Legion/Main Street Memories
BEANTOWN USA STATION
 POSTMASTER
 115 W SECOND ST
 ERIE KS 66733-9998



July 17 & 18, 1998
TOBACCO HERITAGE DAYS STATION
 POSTMASTER
 PO BOX 9998
 EDGERTON WI 53534-9998



July 18, 1998
LYONS NEW YORK STATION
 POSTMASTER
 1 PEARL ST
 LYONS NY 14489-9998



July 17-19, 1998
Waterford Heritage Days Committee
GEORGE WASHINGTON STATION
 POSTMASTER
 PO BOX 9998
 WATERFORD PA 16441-9998



July 18, 1998
CELEBRATING OUR HERITAGE STATION
 POSTMASTER
 PO BOX 9998
 PRAIRIE FARM WI 54762-9998



July 17-19, 1998
COTTONWOOD STATION
 POSTMASTER
 PO BOX 9998
 MERIDEN KS 66512-9998



July 18, 1998
BRAMAN CENTENNIAL CELEBRATION STATION
 POSTMASTER
 PO BOX 9998
 BRAMAN OK 74632-9998



July 18, 1998
 HERITAGE STATION
 POSTMASTER
 PO BOX 9998
 ORR MN 55771-9998



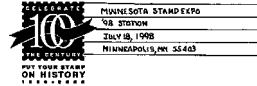
Strawberry Festival
 July 18th
 1998
 Station
 Leonard, Michigan 48367

July 18, 1998
 Leonard Summer Festival Committee
 STRAWBERRY FESTIVAL STATION
 POSTMASTER
 22 E ELMWOOD
 LEONARD MI 48367-9998



CARVER DAY CELEBRATION
 JULY 18, 1998
 NATIONAL PARK STATION
 DIAMOND, MO 64840

July 18, 1998
 NATIONAL PARK STATION
 POSTMASTER
 103 E MARKET
 DIAMOND MO 64840-9998



July 18, 1998
 MINNESOTA STAMP EXPO '98 STATION
 POSTMASTER
 100 S 1ST ST
 MINNEAPOLIS MN 55401-9635



July 18, 1998
 ORNE COVERED BRIDGE STATION
 POSTMASTER
 103 PARK AVE
 IRASBURG VT 05845-9998



July 18, 1998
 STOCKHOLM ART FAIR STATION
 POSTMASTER
 PO BOX 9998
 STOCKHOLM WI 54769-9998



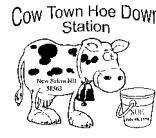
July 18, 1998
 CENTENNIAL CELEBRATION STATION
 POSTMASTER
 PO BOX 9998
 BRIDGER MT 59014-9998



July 18, 1998
 HOMECOMING STATION
 POSTMASTER
 PO BOX 9998
 PULTNEYVILLE NY 14538-9998



July 18, 1998
 EYOTA DAYS STATION
 POSTMASTER
 PO BOX 9998
 EYOTA MN 55934-9998



July 18, 1998
 COW TOWN HOE DOWN STATION
 POSTMASTER
 110 N 4TH ST
 NEW SALEM ND 58563-9998



July 18, 1998
 OLD HALLOWELL DAY STATION
 POSTMASTER
 95 SECOND ST
 HALLOWELL ME 04347-9998



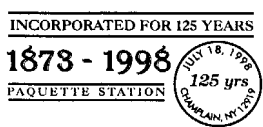
July 18, 1998
 BEULAH HEIGHTS STATION
 POSTMASTER
 50 BREWERY ST
 NEW HAVEN CT 06511-9998



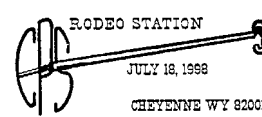
July 18, 1998
 "GOIN' HOG WILD" STATION
 POSTMASTER
 128 N 2ND AVE
 WALLA WALLA WA 99362-9998



July 18 & 19, 1998
 Village of Eland WI
 ELAND STATION
 POSTMASTER
 N7701 WHEELER AVE
 ELAND WI 54427-9998



July 18, 1998
 PAQUETTE STATION
 POSTMASTER
 PO BOX 9998
 CHAMPLAIN NY 12919-9998



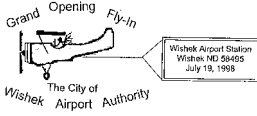
July 18-26, 1998
 CHEYENNE FRONTIER DAYS RODEO STATION
 POSTMASTER
 4800 CONVERSE AVE
 CHEYENNE WY 82009-9998



July 19, 1998
Gorham Historical Society 25th Anniversary
GORHAM HISTORICAL SOCIETY STATION
POSTMASTER
RAILROAD ST
GORHAM NH 03581-9998



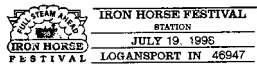
July 21-26, 1998
FARMERS' FESTIVAL POSTAL STATION
POSTMASTER
PO BOX 9998
PIGEON MI 48755-9998



July 19, 1998
WISHEK AIRPORT STATION
POSTMASTER
14 N 5TH ST
WISHEK ND 58495-9998



July 22, 1998
INAUGURAL GARDNER PARK
NATURALIZATION CEREMONY STATION
POSTMASTER
PO BOX 9998
NEWPORT VT 05855-9998



July 19, 1998
IRON HORSE FESTIVAL STATION
POSTMASTER
JULY 19, 1998
LOGANSPORT IN 46947-9998



July 22, 1998
DEAL CENTENNIAL STATION
POSTMASTER
92 NORWOOD AVE
DEAL NJ 07723-9998



July 19, 1998
HILLSBORO HISTORICAL SOCIETY
AND MUSEUM STATION
POSTMASTER
PO BOX 9998
HILLSBORO WI 54634-9998



July 22, 1998
ATLANTIC STREET STATION
POSTMASTER
201 HIGH ST NE
WARREN OH 44481-9998



July 19, 1998
SANDCASTLE STATION
POSTMASTER
946 DONAX AVE
IMPERIAL BEACH CA 91932-9998



July 22, 1998
PHILATELIC STATION
POSTMASTER
PO BOX 9998
SANTA ANA CA 92702-9998



July 20-24, 1998
FIFTH ANNIVERSARY STATION
POSTMASTER
10000 SLOAN FIELD BLVD
MIDLAND TX 79711-9998

(ARTWORK UNAVAILABLE)

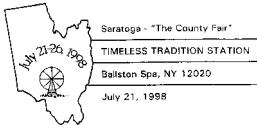
July 22, 1998
ROXBURY CT STATION
POSTMASTER
26 NORTH ST
ROXBURY CT 06783-9998



July 21 1998
CELEBRATE THE CENTURY STATION
POSTMASTER
PO BOX 9998
200 LIBERTY ST
BELLE VALLEY OH 43717-9998



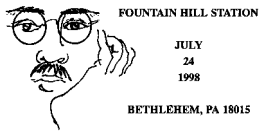
July 22, 1998
CELEBRATE THE CENTURY STATION
POSTMASTER
300 W CROSS ST
SUMMERFIELD OH 43788-9998



July 21-26, 1998
TIMELESS TRADITION STATION
POSTMASTER
1 FRONT STREET
BALLSTON SPA NY 12020-9998



July 23-August 1, 1998
QWL Team
DELAWARE STATE FAIR STATION
POSTMASTER
2 COMMERCE ST
HARRINGTON DE 19952-9998



FOUNTAIN HILL STATION
 JULY 24 1998
 BETHLEHEM, PA 18015

July 24, 1998
 The Stephen Vincent Benet Centennial Committee
 FOUNTAIN HILL STATION
 POSTMASTER
 535 WOOD STREET
 BETHLEHEM PA 18016-9998



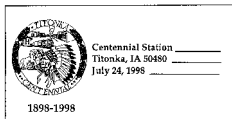
July 24 & 25, 1998
 BICENTENNIAL STATION
 POSTMASTER
 954 E WHEELING AVE
 CAMBRIDGE OH 43725-9998



July 24, 1998
 LITTLE LOG HOUSE STATION
 POSTMASTER
 PO BOX 9998
 HASTINGS MN 55033-9998



July 24-26, 1998
 LAMOILLE COUNTY FIELD DAYS STATION
 POSTMASTER
 100 C
 JOHNSON VT 05656-9998



July 24 & 25, 1998
 CENTENNIAL STATION
 POSTMASTER
 PO BOX 9998
 TITONKA IA 50480-9998

—Stamp Services, Marketing, 7-16-98

Special Cancellation Die Hubs

Postmasters and plant managers who have any of the special cancellation die hubs listed below may use them for the periods designated. At the end of the period, these die hubs must be withdrawn and stored. Postmasters and plant managers who do not have these special die hubs may not request them from the sponsors.

Cancellation	Period of Use
Only You Can Prevent Forest Fires	April 1–Oct. 31
Conquer Cystic Fibrosis	Sept. 1–Sept. 30
Peace Corps Anniversary, Making a Difference	Sept. 1–Oct. 31
Employ People With Disabilities	Sept. 1–Nov. 30
Give, the United Way	Sept. 15–Oct. 31
Learn About Lupus, October, Lupus Awareness Month	Oct. 1–Oct. 31
Radon Action Week	Oct. 1–Oct. 31
Support Infection Control Week	Oct. 1–Nov. 30
National Adoption Month	Nov. 1–Nov. 30
Military Families Recognition Day	Nov. 1–Nov. 30
National Philanthropy Day, Love of Humankind	Nov. 1–Nov. 30
Help Retarded Children	Nov. 1–Nov. 30
Use Christmas Seals, Support Your Lung Association	Nov. 8–Dec. 31
Support American Education Week	Nov. 10–Nov. 30
Autistic Children, Hope Through Research and Education	Dec. 1–Dec. 31

—Business Mail Acceptance, Marketing Systems, 7-16-98

Post Offices

Post Office Changes Number 98-12

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	01-3170	36856	AL	Fort Mitchell	Russell	Main Office	Post Office	6/20/98	This announcement expands the use of ZIP Code 36856 to include delivery.
New	01-3170	36856	AL	Fort Mitchell	Russell	Main Office	Post Office	6/20/98	
Old	22-9915	04694	ME	Woodland	Washington	Main Office	Post Office	8/1/98	This announcement changes the name of the Woodland ME post office to the Baileyville ME post office. Use Baileyville ME 04694 as last line of address.
New	22-9915	04694	ME	Baileyville	Washington	Main Office	Post Office	8/1/98	
Old	56-4280	53142	WI	Kenosha	Kenosha	Main Office	Post Office	7/1/98	Realign ZIP Code boundaries. Use Pleasant Prairie WI 53158 as last line of address for a portion of the deliveries previously in ZIP Code 53142.
New	56-6610	53158	WI	Pleasant Prairie	Kenosha	Main Office	Post Office	7/1/98	
Old	56-4280	53143	WI	Kenosha	Kenosha	Main Office	Post Office	7/1/98	Realign ZIP Code boundaries. Use Pleasant Prairie WI 53158 as last line of address for a portion of the deliveries previously in ZIP Code 53143.
New	56-6610	53158	WI	Pleasant Prairie	Kenosha	Main Office	Post Office	7/1/98	
Old	56-6610	53158	WI	Pleasant Prairie	Kenosha	Main Office	Post Office	7/1/98	This announcement expands the use of ZIP Code 53158 to include delivery.
New	56-6610	53158	WI	Pleasant Prairie	Kenosha	Main Office	Post Office	7/1/98	

—Address Management, Operations Support, 7-16-98

Postal Employees

EMPLOYEE'S GUIDE

Employees Receive Guide to Understanding Sexual Harassment

Diversity Programs is distributing a guidebook, Publication 553, *Employee's Guide to Understanding Sexual Harassment*, to more than 800,000 employees — including full- and part-time, career and temporary.

The education manual, which is being mailed to employees' homes this month, outlines the Postal Service policy on sexual harassment and provides information on what sexual harassment is, what to do about it, and how to prevent it.

Ordering Copies of Employee's Guide on Sexual Harassment

Additional copies of *Employee's Guide to Understanding Sexual Harassment* are available from the Material Distribution Centers. Please use the following order number: PSN 76109-04-000-5098.

—Diversity Programs, Diversity Development, 7-16-98

Retail

POLICY ANNOUNCEMENT

Vending Policy for Breast Cancer Research Semi-Postal Stamp

Policy

A new Management Instruction (MI PO-145-98-1) has been released that implements the requirements placed on the Postal Service in the Stamp Out Breast Cancer Act. That act provides that the Postal Service make available a special postage stamp offered at a special rate of First-Class Mail postage to enable the public to make contributions to fund breast cancer research. The Breast Cancer Research Semi-Postal Stamp will be issued July 29, 1998. Glassine packets of 10 stamps each are being produced for self-service vending equipment.

Procedures

The Breast Cancer Research Semi-Postal Stamp vending packet, Item 3672, is priced at \$4.00 and will be sold through every multi-commodity machine in service. Models of multi-commodity vending machines are: PCM-1625A, PCM-1625B, PCM-21, 21 CE-64, and 21 CE-72.

Models PCM-1625A and PCM-1625B will fully stock the Breast Cancer Research Semi-Postal Stamp only in selection C3 (168 vends). Models PCM-21, 21 CE-64, and 21 CE-72 will fully stock the product for sale in shelves 5F and 5R (158 vends) for which the stamp packet is displayed in the middle row, center selection on the front of the 21-vend machine. **Item 3672 is to be continuously sold in these positions until the product is withdrawn from sale.** Product identifiers for PCM-1625A and B commodity machines as well as the plastic product displays for 21-vend commodity machines have been shipped to each appropriate district.

The district retail office will inform their Stamp Distribution Offices (SDOs) of the location of each multi-commodity machine in their geographic area of responsibility. SDOs will supply a quantity of vending packets for each multi-commodity machine type to fill the selection until the product is withdrawn from sale.

The servicing employee must record the location of the commodity machine stocked with this stamp and the date on which he or she initially performed that duty. This vend and the placement of the product are not subject to local discretion. This is a nationally supported effort. The district must verify that ALL district commodity machines are stocked and forward to the area retail office the dates on which each commodity machine was initially filled with this stamp packet. The area retail office will retain this information for future audit.

Sales for the Breast Cancer Research vending packets will be recorded on PS Form 1412-A, *Daily Financial Report*, in AIC 084. Sales for this product recorded on PS Form 8130, *Vending Equipment Sales and Service — Daily Activity Log*, will be included with total machine revenue. The Management Instruction is available via the USPS IntraNet by clicking on "Policies and Procedures" and then on "Management Instructions."

—Self Service, Retail, 7-16-98

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