

POSTAL BULLETIN

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PB 22038, November 30, 2000

National Consumer Protection Week: “If It Sounds Too Good To Be True...”

February 5–11, 2001, has been designated National Consumer Protection Week (NCPW). The Postal Service Office of Consumer Advocate is again partnering with the Postal Inspection Service this year to educate consumers about mail fraud schemes as well as provide them with tools to recognize and combat fraud — no matter what the scheme. Other organizations/agencies supporting NCPW in promotion and oversight activities include the National Association of Consumer Agency Administrators, Federal Trade Commission, National Consumers League, Department of Justice, AARP, and the National Association of Attorneys General.

The most effective consumer protection is education. Traditional means of combating consumer fraud such as strengthening government regulations and law enforcement crackdowns have not stemmed the successes of fraudulent solicitors. Unlike other crimes against citizens, consumer fraud victims must make a conscious decision to participate. There is only a brief window of opportunity to resist a fraudulent pitch.

The Top Five Mail Fraud Scams

Consumer fraud is big business. Swindlers have devised a multitude of ways to gain consumers' confidence before relieving them of their hard-earned dollars. Everyday decisions regarding anything from vacation plans to opening a credit card account expose unwary consumers to potentially fraudulent situations. It is impossible for consumers to protect themselves from every swindler, but there are actions they can take to substantially minimize the risk of being conned.

The Postal Inspection Service receives about 75,000 mail fraud complaints each year. Based on those complaints and the active cases being investigated, the Office of the Consumer Advocate and the Postal Inspection Service will be promoting consumer protection and awareness efforts involving the “top five” mail fraud schemes:

- **Advance fee loans:** A con artist offers a “guaranteed” loan for a fee paid in advance; however, he or she has no ability to secure a loan for you. Instead, the swindler steals your fee and either disappears or bilks other unsuspecting victims while stalling you with excuses as to why your loan has not been refunded.

- **Prizes or sweepstakes:** “Congratulations! You're the lucky winner of one of four prizes!” You simply have to pay a “processing fee” to find out what you've won. And it's never anything of value.
- **Charity frauds:** Either your money never gets to the charity, or the charity doesn't exist at all. The only one who benefits from your generosity is the swindler.
- **Failure to render merchandise or services:** You may have ordered something by mail order or over the internet in good faith — but the party you made the deal with has taken the money and run.
- **Employment schemes:** \$\$\$\$\$\$THOUSANDS OF HIGH-PAYING GOVERNMENT JOBS\$\$\$\$\$\$\$ Rather than preparing you for existing vacancies, as they claim, the con artists charge you for materials you could have gotten for free from the hiring government agency — which may or may not have job openings.
- **Other mail fraud schemes include, but are not limited to:** Identity theft, travel schemes, foreign lotteries, chain letters, insurance fraud, medical fraud, work-at-home schemes, false billing, investment fraud, and so on.

Predatory Lending

“Predatory lending,” a scheme that targets those who may be financially distressed, was designated as this year's NCPW theme by the partnering organizations. In this scheme, consumers are told they will be provided with easy access to money. Instead predatory lenders use high-pressure salespersons, inflated interest rates, outrageous fees, unaffordable repayment terms and harassing collection tactics to take the consumer's money, or other property used as collateral, when the loans are called in by the unscrupulous lenders.

Postmasters and Facility Managers

Postmasters and facility managers are encouraged to support this consumer awareness effort by sponsoring local activities during the designated week, February 5–11, 2001.

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| Foreign Order No. 447 | 37 | PB 22038: 7690-04-000-5645 | PB 22024: 7690-04-000-5631 |
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| Counterfeited Canadian Money Order Forms | 45 | PB 22034: 7690-04-000-5641 | PB 22020: 7690-04-000-3999 |
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| | | PB 22026: 7690-04-000-5633 | PB 22012: 7690-04-000-3991 |
| | | PB 22025: 7690-04-000-5632 | PB 22011: 7690-04-000-3990 |

The *Postal Bulletin* is published biweekly; information is effective for one year unless it changes a permanent directive or unless otherwise specified.



District Consumer Affairs and Claims Manager

The district Consumer Affairs and Claims Manager should serve as a consultant and resource for postmasters and managers planning NCPW activities. The district Consumer Affairs and Claims office should also be the clearinghouse for additional information and materials.

This year's partnering agencies will not be promoting the Consumer of the Year or the Consumer Education Outreach Contests. However, the Office of the Consumer Advocate and the Postal Inspection Service have joined together and developed an internal postal recognition program. Applicants must complete the attached application and return it to the following address by March 12, 2001:

ATTN: BRYAN KNUPP or
MICKIE MORIARTY
CONSUMER AFFAIRS
US POSTAL SERVICE
475 L'ENFANT PLZ SW RM 5801
WASHINGTON DC 20260-2202

Getting Started

This national consumer initiative can be your "Gateway to the Consumer" in developing or improving local relationships.

- Appoint a planning committee. Whenever possible, involve Consumer Advisory Council members in planning events.
- Contact your local Postal Inspection Service office to determine the top five types of mail fraud crimes noted in your respective district.
- Seek assistance on media activities and support from your Public Affairs and Communications representatives to promote consumer tips, focusing on consumer fraud in conjunction with predatory lending.
- List the planned events. Set a date for each event and work backwards, incorporating a contingency plan for possible last-minute changes. If ordering postal or nonpostal related materials, remember to allow enough time for delivery. Be sure to have available copies of Publication 201, *Consumer's Guide to Postal Services & Products*, and Publication 227, *Preparing Packages for Mailing*, as well as any locally developed promotional materials.
- Identify the audience for each event: residential, business, students, or special interest groups.
- If you plan to partner with other local consumer groups, pick an event and meet with the other groups to share ideas. For names of consumer groups in the area, contact the local Society of Consumer Affairs Professionals (SOCAP) or visit their web page at www.socap.org.

- Seize the opportunity to educate and involve our customers on local postal initiatives, especially those activities involving customer satisfaction.

Suggested Activities

Listed below are suggested activities to highlight the week's event.

- **Monday:** Have an NCPW kick-off open house. Partner with the Inspection Service to identify and educate our customers on the top five mail fraud crimes occurring in each respective district, and provide information about predatory lending.
- **Tuesday:** Center activities on information services available to elderly customers, especially in the area of credit, financial fraud, and telemarketing.
- **Wednesday:** Partner with other federal agencies, community groups, educational institutions, and businesses to sponsor educational workshops or seminars for consumers with special needs.
- **Thursday:** Hold a joint press conference with a local postal inspector. The postal inspector could discuss the latest postal-related scams and how to avoid being victimized.
- **Friday:** Ask your local Postal Inspection Service to assist in conducting seminars about the different methods used to stamp out fraudulent practices in the marketplace, and so on. Provide materials that explain the role of the Postal Inspection Service in mail fraud investigations.
- **Saturday (optional):** Work with the local postal inspector to involve senior citizens in discussing fraud against the elderly. Hold seminars at local retirement communities. Postal inspectors can discuss issues such as recent fraudulent schemes and how to detect bogus offers.

Additional Suggested Activities

- Design a check stuffer to accompany employee paychecks informing them about NCPW activities that will be held in your local area. Ask for employee participation or support.
- Educate customers about the other consumer services we offer, such as forwarding and hold mail service, money orders, stamp service, and stamp collecting information. Provide a forum to educate customers about claims processing and about our complaints and inquiry service.

- Hold an open house or postal fair during NCPW. Hand out consumer publications such as Publication 201 and Publication 300-A. Have a postal representative available to answer questions about products and services to help customers learn how to get the most from what we offer. Consider including consumer related information brochures from other federal and state agencies and local consumer bureaus, such as the Consumer Product Safety Commission.
- Partner with a local restaurant or food franchise to provide refreshments during a “Conversation with the Postmaster” session(s).
- Celebrate or announce something recently completed to improve local service and to enhance customer satisfaction. For example, promote extended hours, an expanded post office box section, or an improved facility featuring for example, handicapped modifications.
- Start a regular tour program during NCPW if the office does not already have one. Advertise the program to the media. Have tour guides discuss how customers can get better service and help the Postal Service utilize full automation capabilities through correct addressing and mail preparation.
- Hold special training sessions on mail preparation for business and nonprofit mailers.
- Establish a Consumer Advisory Council. Refer to the Consumer Advocate’s Intranet web site for access to the Consumer Advisory Council Handbook. This resource is available under Consumer Affairs Operations, Policy Administration. A good first project for the council would be to link consumer protection efforts with the Postal Inspection Service and local law enforcement. If a Consumer Advisory Council is already established, involve its members in NCPW planning activities.
- Invite the public to tour your facility to learn how mail is processed. Have a business mail entry unit (BMEU) representative available to discuss proper addressing, ZIP+4 Codes, and barcodes.
- Demonstrate the WEE Deliver Program and invite school children to display their stamp collections in a postal lobby or sponsor a competition for the best stamp suggestion entry. Involve local schools. Hold an old-fashioned ice cream social.
- Ask letter carriers to help explain some of the dangers and impediments to safe mail delivery and how customers can ensure that pets do not disrupt service. Partner with the local Humane Society to provide tips on how best to restrain dogs and other pets.
- Set up a booth at a busy shopping area and have fraud-related and Postal Service publications available.
- Organize educational workshops for senior citizens centers. If possible, continue efforts even after the conclusion of NCPW.
- Mail Fraud Complaint Forms: Have copies available for customers who have been victimized.
- Customers can visit the Postal Inspection Service web site at www.usps.com/postalinspectors to view prevention tips and to obtain Mail Fraud Complaint forms.

Postal Brochures and Notices Useful for National Consumer Protection Week

The following is a list of postal notices, publications, posters, and kits that may be useful as handouts for customers during NCPW. They also serve as good resource material for postmasters and managers when preparing for the week’s events. These items can be ordered from the material distribution center (MDC).

| Document ID Number and Title | Postal Stock No. | Quick Pick No. |
|--|------------------|----------------|
| Notice 50, <i>Theft? Protect Your Mail</i> | 7610-02-000-9874 | N/A |
| Publication 257, <i>Misleading Advertisements: Media Guidelines</i> | 7610-03-000-9174 | N/A |
| Publication 280, <i>Identity Theft, An Awareness & Victim Guide</i> | 7610-05-000-0653 | N/A |
| Publication 281, <i>Don't Take the Bait</i> | 7610-02-000-9388 | N/A |
| Publication 281-S, <i>Don't Take the Bait (Spanish)</i> | 7610-03-000-9401 | N/A |
| Publication 300, <i>A Consumer's Guide to Postal Crime Prevention</i> | 7610-04-000-6949 | 426 |
| Publication 300-AS, <i>A Consumer's Guide to Postal Crime Prevention (Spanish)</i> | 7610-04-000-6950 | N/A |
| Publication 546, <i>Sweepstakes Advertising</i> | 7610-03-000-4600 | 465 |
| Publication 548, <i>Mail Fraud Targets Young Consumers</i> | 7610-03-000-4637 | 466 |
| Notice 38, <i>Approaches to Curbside Mailboxes</i> | 7610-03-000-9147 | 066 |
| Poster 123L, <i>Postal Rates and Fees (LARGE)</i> | 7690-03-000-4150 | 463 |
| Poster 123-S, <i>Postal Rates and Fees (SMALL)</i> | 7690-03-000-4151 | 464 |
| Publication 2, <i>Packaging for Mailing</i> | 7610-01-000-9774 | 421 |

| Document ID Number and Title | Postal Stock No. | Quick Pick No. |
|--|-------------------------|-----------------------|
| Publication 25, <i>Designing Letter Mail</i> | 7610-03-000-9119 | 267 |
| Publication 123, <i>Consumer's Guide to Postal Rates and Fees</i> | 7610-03-000-5306 | 069 |
| Publication 201, <i>Consumer's Guide To Postal Services & Products</i> | 7610-02-000-9960 | 263 |
| Publication 221, <i>Addressing for Success</i> | 7610-03-000-9513 | 377 |
| Publication 225, <i>Introduction to Stamp Collecting</i> | 7610-02-000-7089 | 264 |
| Publication 227, <i>Preparing Packages for Mailing</i> | 7610-02-000-7905 | 265 |

— *Consumer Affairs Operations,
Office of Consumer Advocate, 11-30-00*

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NATIONAL CONSUMER PROTECTION WEEK
CONSUMER ADVOCATE/POSTAL INSPECTION SERVICE RECOGNITION PROGRAM

APPLICATION

Deadline for submission is March 12, 2001. Please complete this application and send two (2) copies along with supporting materials, that is, videotapes, brochures, reports, printed materials (do not include postal or agency publications) when submitting your application to:

ATTN: BRYAN KNUPP or
MICKIE MORIARTY
CONSUMER AFFAIRS
US POSTAL SERVICE
475 L'ENFANT PLZ SW RM 5801
WASHINGTON DC 20260-2202

District/Inspection Service Location: _____

Contact Name: _____

Address: _____

Phone: _____ Fax: _____ E-mail: _____

Description of activities (if desired, put a brief description here and provide a full description in supplemental materials):

List names of partners: _____

Date and location(s) of activities: _____

Size and description of audience reached: _____

How does the activity relate to the theme: _____

Other relevant information: _____

(If necessary, add additional information on separate page.)

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Administrative Services

Directives and Forms Update

Effective immediately, Publication 223, *Directives and Forms Catalog* (June 1999), 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 = Intranet = <http://blue.usps.gov>; click on *Information*, then *Policies and Procedures*.

WWW = USPS Web page = <http://www.usps.com>.

PE = Postal Explorer = <http://pe.usps.gov>.

F3 = F3 Fill Software.

New Directives

| Document ID | Edition Date | Title | NSN | Org | USPS Source | Public Source |
|-------------------|--------------|--|------------------|------|-------------|---------------|
| HBK DM-103 TL 2 | 9/00 | Official Mail | 7610-05-000-4149 | FIN | MDC, IWEB | N/A |
| MI EL-860-2000-7 | 9/28/00 | Fitness for Duty Examinations | 7610-05-000-4169 | ERM | MDC | N/A |
| MOP ER-09-21-2000 | 9/21/00 | Using the Voluntary Early Retirement Authority Granted by the Office of Personnel Management | N/A | ERM | IWEB | N/A |
| POS Q015 | 6/00 | Ancillary Service Endorsements | 7690-05-000-4045 | P&PD | MDC | N/A |
| PUB 194 | 10/00 | Treasury of Stamp Cards | 7610-05-000-4021 | MKT | MDC | MDC |

Revised Directives

| Document ID | Edition Date | Title | NSN | Org | USPS Source | Public Source |
|-------------|--------------|---|------------------|-----|-------------|---------------|
| HBK DM-202 | 9/00 | Periodicals Postage Payment Review | 7610-03-000-5553 | MKT | MDC, IWEB | N/A |
| HBK DM-203 | 9/00 | Periodicals Eligibility Review | 7610-03-000-5552 | MKT | MDC | N/A |
| HBK EL-901 | 9/00 | Agreement between USPS and National Association of Letter Carriers, AFL-CIO 1998-2001 | 7610-03-000-3827 | LR | MDC | MDC |
| HBK F-401 | 8/00 | Supervisor's Guide to Scheduling and Premium Pay | 7610-03-000-3703 | FIN | MDC, IWEB | N/A |
| ELMISSUE | 8/00 | Employee and Labor Relations Manual | 7610-02-000-9963 | ERM | MDC, IWEB | MDC, WWW |

Obsolete Directives

| Document ID | Edition Date | Title | Obsolete Date | Replaced By |
|------------------|--------------|--|---------------|------------------|
| HBK EL-401 | 11/83 | Supervisor's Guide to Scheduling and Premium Pay | 9/29/00 | HBK F-401 |
| MI PO-610-1998-3 | 9/26/98 | Piece Count Recording System | 9/28/00 | MI PO-610-2000-1 |
| PUB 353 | 7/95 | Designing Reply Mail | 11/20/00 | PUB 25 |

New Forms

| Form Number | Edition Date | Oldest Usable Date | Title | NSN | Where Used | Unit of Issue | Org | USPS Source | Public Source |
|-------------|--------------|--------------------|--|------------------|------------|---------------|-----|-------------|---------------|
| PS 2492 | 8/00 | 8/00 | Request for Fitness-for-Duty Examination | 7530-05-000-4159 | PS | SET | ERM | MDC | N/A |
| PS 8190 | 9/00 | 9/00 | USPS-NALC Joint Step A Grievance Form | 7510-05-000-4168 | PS | SH | LR | MDC | N/A |

Revised Forms

| Form Number | Edition Date | Oldest Usable Date | Title | NSN | Where Used | Unit of Issue | Org | USPS Source | Public Source |
|-------------|--------------|--------------------|------------------|------------------|------------|---------------|-----|-------------|---------------|
| PS 3972 | 10/00 | 10/00 | Absence Analysis | 7530-02-000-9137 | PS | EA | LR | MDC | N/A |

— Policies and Procedures Information, Public Affairs and Communications, 11-30-00

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 Business Service Network Operations at 800-419-2769 at least one month preceding the requested delivery dates. The

Postal Service also offers electronic Mail Alerts via ADVANCE. For more information, see the *ADVANCE Notification & Tracking System Technical Guide* on the Internet at <http://www.ribbs.usps.gov/files/advance/ADVTECH.PDF> or contact the National Customer Support Center at 800-458-3181.

| Title of Mailing | Class and Type of Mail | Requested Delivery Dates | Number of Pieces (Millions) | Distribution | Presort Level | Comments |
|--|------------------------|--------------------------|-----------------------------|--------------|------------------|---------------------------------------|
| Sears December Wholehouse Mailer | Standard A/ Flat | 11/27–11/29 | 18.3 | Nationwide | Enhanced CarRt | Harte-Hanks |
| Service Merchandise Holiday Sale | Standard A/ Flat | 12/4–12/5 | 4.0 | Nationwide | 3/5-Digit | RR Donnelley, Spartanburg, SC |
| JC Penney Holiday Greeting Trigger | Standard A/ Postcard | 12/4–12/6 | 4.6 | Nationwide | CarRt | Harte-Hanks |
| JC Penney Holiday Santa Sale | Standard A/ Postcard | 12/4–12/6 | 14.0 | Nationwide | CarRt | Harte-Hanks |
| JC Penney Last Minute Gift Guide | Standard A/ Letter | 12/4–12/6 | 6.1 | Nationwide | CarRt | Harte-Hanks |
| JC Penney One Huge Sale | Standard A/ Postcard | 12/4–12/6 | 7.0 | Nationwide | CarRt | Harte-Hanks |
| The Territory Ahead Christmas 2 | Standard A/ Flat | 12/4–12/6 | 1.4 | Nationwide | CarRt, 3/5-Digit | RR Donnelley, Lancaster, PA; 72 pages |
| Eddie Bauer, Inc. December Gift | Standard A/ Flat | 12/6–12/8 | 4.9 | Nationwide | CarRt, 3/5-Digit | RR Donnelley, Warsaw, IN |
| JC Penney Holiday Fragrance | Standard A/ Letter | 12/6–12/8 | 1.5 | Nationwide | CarRt | Harte-Hanks |
| JC Penney Men's Clothing | Standard A/ Postcard | 12/6–12/8 | 1.0 | Nationwide | CarRt | Harte-Hanks |
| JC Penney Perfect Match | Standard A/ Catalog | 12/8–12/11 | 2.1 | Nationwide | CarRt | Harte-Hanks |
| Service Merchandise All Fine Jewelry on Sale | Standard A/ Flat | 12/11–12/12 | 8.7 | Nationwide | 3/5-Digit | RR Donnelley, Lynchburg, VA |
| JC Penney Invite Follow-up | Standard A/ Postcard | 12/11–12/13 | 8.0 | Nationwide | CarRt | Harte-Hanks |
| JC Penney Santa Sale | Standard A/ Postcard | 12/11–12/13 | 6.0 | Nationwide | CarRt | Harte-Hanks |

Domestic Mail

DMM REVISION

Nonmachinable Surcharge

Effective December 14, 2000, *Domestic Mail Manual* (DMM) E630.1.4f is revised and 1.4j is added to clarify that the nonmachinable surcharge does not apply to perishable parcels (e.g., fruit) that meet the criteria for machinable parcels, provided that the packaging is sufficient to prevent the contents from damage or damage to postal machinery during machine processing. The intent of the standard in E630.1.4f, "A perishable such as eggs," was meant in the strict sense of the phrase and was not intended to include properly packaged perishable machinable parcels that can be efficiently processed on postal machinery.

This revision will appear in the next printed version of the DMM and is included in the monthly update of the online DMM available via Postal Explorer (<http://pe.usps.gov>).

Domestic Mail Manual (DMM)

| | | | | | |
|-------------|--------------------------|---|---|---|---|
| | * | * | * | * | * |
| E | Eligibility | | | | |
| | * | * | * | * | * |
| E600 | Standard Mail | | | | |
| | * | * | * | * | * |
| E630 | Standard Mail (B) | | | | |

1.0 PARCEL POST

* * * * *

1.4 Nonmachinable Surcharge

The nonmachinable surcharge applies only to the items listed in 1.4a through 1.4j if mailed at the Inter-BMC/ASF Parcel Post rates and no special handling fee is paid. The nonmachinable surcharge does not apply to items mailed at the oversized rates. The nonmachinable surcharge applies to:

* * * * *

[Revise item f to read as follows:]

f. A perishable such as eggs.

* * * * *

[Add new item j to read as follows:]

j. Parcels with characteristics (such as inadequate packaging) that could result in damage to the contents or postal machinery if mechanical sortation is used.

— Mail Preparation and Standards,
Pricing and Product Design, 11-30-00

NOTICE

Updated Publication 91, Delivery Confirmation Technical Guide, Available on Postal Service Web Sites

Publication 91, *Delivery Confirmation Technical Guide*, November 2000, is available on both the internal (<http://blue.usps.gov>) and external (<http://www.usps.com>) USPS Web sites.

The Web version of Publication 91 contains updated information on Delivery Confirmation. It will also contain new information on the Integrated Barcode and Signature Confirmation services in an addendum in Appendix I. The paper version of Publication 91 will be reprinted and available through normal distribution channels early next year.

— Information Systems,
Expedited/Package Services, 11-30-00

DMM REVISION

Valid Ancillary Service Endorsements

In July 1997 the *Domestic Mail Manual* (DMM) was revised to provide four ancillary service endorsements: "Address Service Requested," "Forwarding Service Requested," "Return Service Requested," and "Change Service Requested." As a transitional accommodation to mailers, DMM F030.1.2 was added to provide for the handling of mail or stationery bearing an obsolete endorsement, based on the current ancillary service it implied.

To reduce the risk of confusion and error created by conflicting and obsolete endorsements, this transitional provision is eliminated, and mail bearing invalid ancillary service endorsements will not be accepted for mailing effective January 1, 2001. This revision will appear in the printed version of DMM Issue 56 and in the monthly update of the online DMM available via Postal Explorer (<http://pe.usps.gov>).

Domestic Mail Manual (DMM)

* * * * *

F Forwarding and Related Services

F000 Basic Services

* * * * *

F030 Address Correction, Address Change, FASTforward, and Return Services

1.0 ADDRESS CORRECTION SERVICE

* * * * *

1.2 Invalid Endorsement

Any obsolete ancillary service endorsement or similar sender endorsement not shown in F010 is considered invalid. Material bearing invalid or conflicting ancillary service endorsements will not be accepted for mailing. If discovered in the mailstream, mail bearing an invalid ancillary service endorsement or conflicting endorsements is treated as unendorsed mail. Exception: Standard Mail (B) pieces that are unendorsed, or that bear invalid or conflicting ancillary service endorsements and are undeliverable, will be treated as if endorsed "Forwarding Service Requested."

— *Delivery Policies and Programs, Delivery Operations, 11-30-00*

DMM REVISION

Eligibility for Intra-BMC Rates

Effective December 14, 2000, *Domestic Mail Manual* (DMM) Exhibit E630.1.3 is revised to update ZIP Codes so that the exhibit is consistent with current labeling lists. Exhibit E630.1.3 is used to determine eligibility for Parcel Post Intra-BMC rates. As a reminder, Intra-BMC rates apply to all Parcel Post originating and destinating in the service area of the same BMC or ASF. Intra-BMC rates also apply to Parcel Post originating and destinating in the same state for Alaska and Hawaii and in the same territory for Puerto Rico.

This revision will appear in the next printed version of the DMM and is included in the monthly update of the online DMM available via Postal Explorer (<http://pe.usps.gov>).

Domestic Mail Manual (DMM)

* * * * *

E Eligibility

* * * * *

E600 Standard Mail

* * * * *

E630 Standard Mail (B)

1.0 PARCEL POST

* * * * *

Exhibit 1.3 BMC/ASF Service Areas

[Add ZIP Code prefix 893 to the Los Angeles BMC listing. Delete ZIP Code prefix 893 from the Salt Lake City ASF listing. There are no other changes to the exhibit.]

— *Mail Preparation and Standards, Pricing and Product Design, 11-30-00*

DMM REVISION

Parcel Post ZIP Code Changes

Effective November 30, 2000, *Domestic Mail Manual* (DMM) E652 Exhibit 8.0 is amended to add ZIP Codes to the Parcel Post exception list. Parcel Post for ZIP Codes 11374 and 11377 should now be deposited at the Woodside Post Office, 3925 61st Street, Flushing, NY 11377 in order to qualify for destination delivery unit rates. These changes may be implemented before the effective date.

This revision will appear in the next printed version of the DMM and are included in the monthly update of the on-line DMM available via Postal Explorer (<http://pe.usps.gov>).

Domestic Mail Manual (DMM)

| | | | | | | |
|-------------|----------------------|---|---|---|---|---|
| E | Eligibility | * | * | * | * | * |
| E600 | Standard Mail | * | * | * | * | * |

| | | | | | | |
|-------------|--|---|---|---|---|---|
| E650 | Destination Entry | * | * | * | * | * |
| E652 | Parcel Post | * | * | * | * | * |
| 8.0 | DELIVERY FACILITIES DIFFERENT FROM THOSE IN THE DROP SHIPMENT PRODUCT | * | * | * | * | * |

Exhibit 8.0 Delivery Facilities Different From Those in the Drop Shipment Product

[Amend Exhibit 652.8.0 by adding the following entries:]

| ZIP Codes Served | Destination Delivery Unit Location |
|--------------------------------------|---|
| NEW YORK 11374, 77, 78, 85 | Woodside Post Office, 3925 61st Street, Flushing, NY 11377-9998 |

— Operational Requirements, Operations Planning and Processing, 11-30-00

DMM REVISION

Parcel Post ZIP Code Correction

Effective November 30, 2000, *Domestic Mail Manual* (DMM) E652 Exhibit 7.0 is amended to delete a ZIP Code to the Parcel Post exception list.

This revision will appear in the next printed version of the DMM and is included in the monthly update of the online DMM available via Postal Explorer (<http://pe.usps.gov>).

Domestic Mail Manual (DMM)

| | | | | | | |
|-------------|----------------------|---|---|---|---|---|
| E | Eligibility | * | * | * | * | * |
| E600 | Standard Mail | * | * | * | * | * |

| | | | | | | |
|-------------|---|---|---|---|---|---|
| E650 | Destination Entry | * | * | * | * | * |
| E652 | Parcel Post | * | * | * | * | * |
| 7.0 | DELIVERY FACILITY EXCEPTIONS TO THE "MAJORITY OF CITY CARRIERS" RULE | * | * | * | * | * |

Exhibit 7.0 Delivery Facility Exceptions to the "Majority of City Carriers" Rule

[Amend Exhibit 652.7.0 by deleting the following entry:]

| ZIP Code | Facility Name |
|---------------------------|---------------|
| Wisconsin 53703 | Madison |

— Operational Requirements, Operations Planning and Processing, 11-30-00

DMM REVISION

Integrated Barcodes

Effective November 30, 2000, the *Domestic Mail Manual* (DMM) is amended to add integrated barcode instructions in C850.1.4c, S913.2.5, S918.3.4, and S918.4.0c. The integrated barcode has been developed to allow Delivery Confirmation electronic option mailers to combine multiple special services into a single barcode on their packages. The integrated barcoding option is available for Priority Mail and Standard Mail (B).

This revision will appear in the next printed version of the DMM and is included in the monthly update of the online DMM via Postal Explorer (<http://pe.usps.gov>).

Domestic Mail Manual (DMM)

| | | | | | |
|-------------|---|---|---|---|---|
| | * | * | * | * | * |
| C | Characteristics and Content | | | | |
| | * | * | * | * | * |
| C800 | Automation-Compatible Mail | | | | |
| | * | * | * | * | * |
| C850 | Barcoding Standards for Standard Mail (B) Machinable Parcels | | | | |
| | * | * | * | * | * |
| 1.0 | GENERAL | | | | |
| | * | * | * | * | * |
| 1.4 | Use With Delivery Confirmation Service | | | | |
| | * | * | * | * | * |

c. An integrated barcode may be used by Delivery Confirmation electronic option mailers who wish to combine Delivery Confirmation with other special services on Priority Mail and Standard Mail (B). Mailers may combine multiple services into a single barcode on the shipping label to eliminate multiple labels and/or barcodes on packages. Delivery Confirmation and Insured service combinations are available. Mailers printing their own barcodes and using the electronic service option must still meet existing specifications in S918. Two required changes are:

- (1) Change the text above the barcode to identify the service requested. Exhibits are included in Publication 91, *Delivery Confirmation Technical Guide*, November 2000 (which includes the Addendum on Signature Confirmation and integrated barcodes).

- (2) Change the service type code in the barcode to identify the class of mail and/or type of special service combined with Delivery Confirmation. Additional information on the Service Type Code Matrix can be found in Publication 91, *Delivery Confirmation Technical Guide*, November 2000.

* * * * *

S Special Services

* * * * *

S900 Special Postal Services

S910 Security and Accountability

* * * * *

S913 Insured Mail

* * * * *

2.0 MAILING

* * * * *

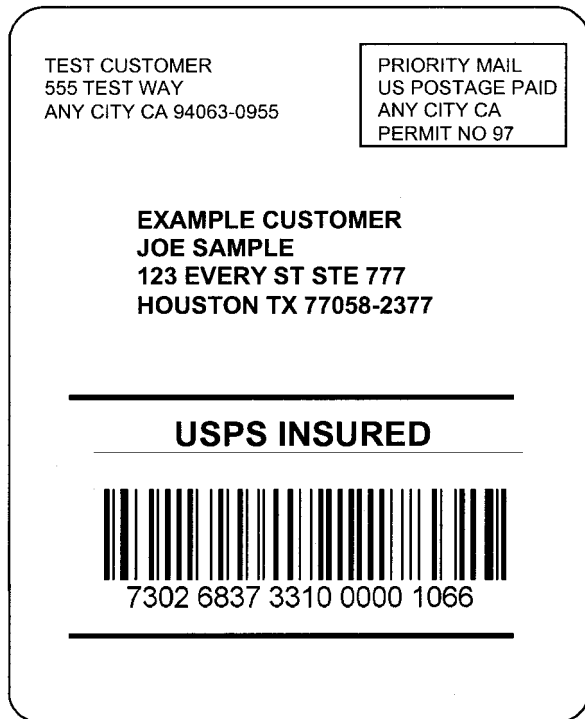
[Renumber 2.5–2.8 as 2.6–2.9, and add new 2.5 to read as follows:]

2.5 Integrated Barcodes

There are two other options available for mailers who print their own labels.

- a. An integrated barcode may be used by Delivery Confirmation electronic option mailers who wish to combine Insured with other special services on Priority Mail or Standard Mail (B). Mailers may combine multiple services into a single barcode on the shipping label to eliminate multiple labels and/or barcodes on packages. Only Insured and Delivery Confirmation service combinations are available for the integrated barcode solution. Additional information on the integrated barcode solution can be found in Publication 91, *Delivery Confirmation Technical Guide*, November 2000 (which includes the Addendum on Signature Confirmation and integrated barcodes).
- b. Mailers have a third option for privately printed labels with insurance. The privately printed form must meet the specifications described in Publication 91 (see Exhibit 2.4). Applicable certification procedures must be followed, also as specified in Publication 91.

Exhibit 2.4



* * * * *

S918 Delivery Confirmation

* * * * *

3.0 BARCODES

* * * * *

[Add new 3.4 to read as follows:]

3.4 Integrated Barcodes

An integrated barcode may be used by mailers printing their own barcodes and using the electronic service option. Mailers may combine multiple services into a single barcode on the shipping label and eliminate multiple labels and/or barcodes on packages. Only Delivery Confirmation and Insured combinations are available for integrated barcodes. Mailers must still meet existing specifications in 3.1 and 3.2. Minor modifications allow users to request multiple special services on Priority Mail or Standard Mail (B). Two required changes are:

- a. Change the text above the barcode to identify the service requested. Exhibits are included in Publication 91, *Delivery Confirmation Technical Guide*, November 2000 (which includes the Addendum on Signature Confirmation and integrated barcodes).
- b. Change the service type code in the barcode to identify the class of mail and/or type of special services combined with Delivery Confirmation. Additional information on the Service Type Code Matrix can be found in Publication 91, *Delivery Confirmation Technical Guide*, November 2000.

4.0 ELECTRONIC FILE TRANSMISSION

[Add new item 4.0c to read as follows:]

* * * * *

- c. Mailers using the electronic option are required to include additional fields in the electronic file when planning to use the integrated barcode. For more information consult Publication 91, *Delivery Confirmation Technical Guide*, November 2000.

— Information Systems,
Expedited Package Services, 11-30-00

DMM REVISION

Military Space Available Mail Size Change

Effective December 14, 2000, *Domestic Mail Manual* (DMM) E010.1.2b is revised to change the size limit of military Space Available Mail (SAM) when mailed from an APO or FPO outside the 48 contiguous states. This change will make SAM size limits consistent with the size limits for Standard Mail (B), including the "oversized rate" size limits (130 inches in combined length and girth) introduced in January 1999.

This revision will appear in the printed version of DMM Issue 56 and in the online version available via Postal Explorer (<http://pe.usps.gov>) on December 14, 2000.

Domestic Mail Manual (DMM)

| | | | | | |
|-------------|--------------------------------------|---|---|---|---|
| E | Eligibility | | | | |
| E000 | Special Eligibility Standards | | | | |
| E010 | Overseas Military Mail | | | | |
| | | * | * | * | * |
| 1.0 | BASIC STANDARDS | | | | |
| | | * | * | * | * |
| 1.2 | SAM Parcels | | | | |
| | | * | * | * | * |

[Revise item b as follows:]

- b. An APO or FPO outside the 48 contiguous states: Standard Mail (B) weight and size limits.

— *International Network Operations, Network Operations Management, 11-30-00*

DMM REVISION

Nonmailable Written, Printed, and Graphic Matter

Effective December 14, 2000, *Domestic Mail Manual* (DMM) C031 is revised to include changes to the standards governing advertising for lawful gambling activity.

This revision will appear in the next printed version of the DMM and is included in the monthly update of the online DMM via Postal Explorer (<http://pe.usps.gov>).

Domestic Mail Manual (DMM)

| | | | | | | |
|-------------|---|---|---|---|---|---|
| | | * | * | * | * | * |
| C | Characteristics and Content | | | | | |
| C000 | General Information | | | | | |
| | | * | * | * | * | * |
| C030 | Nonmailable Written, Printed, and Graphic Matter | | | | | |
| C031 | Written, Printed, and Graphic Matter Generally | | | | | |
| | | * | * | * | * | * |

3.0 LOTTERY MATTER (18 USC 1302)

| | | | | | |
|--|---|---|---|---|---|
| | * | * | * | * | * |
|--|---|---|---|---|---|

[Revise 3.2 to read as follows:]

3.2 Unlawful Mail Matter

Unlawful matter includes any letter, newspaper, periodical, parcel, stamped card or postcard, circular, or other matter permitting or facilitating participation in a lottery; any lottery ticket or part thereof or substitute; and any form of payment for a lottery ticket or share.

3.3 Fishing Contests, Indian Gaming Regulatory Act, Lotteries

[Delete item b. Renumber items c and d as b and c, respectively. Amend renumbered item c to read as follows:]

| | | | | | |
|--|---|---|---|---|---|
| | * | * | * | * | * |
|--|---|---|---|---|---|

- c. An advertisement, list of prizes, or other information on a lottery not prohibited by the state where it is conducted.

— *Mail Preparation and Standards, Pricing and Product Design, 11-30-00*

PUBLICATION 97 REVISION

New Labeling Options for Express Mail Manifesting

Mailers who use the Express Mail Manifesting (EMM) program currently must produce their own one-ply labels for their Express Mail shipments. Some mailers have expressed interest in the EMM program but have not been able to meet the current label requirements in Publication 97, *Express Mail Manifesting Technical Guide*. To accommodate the needs of our mailers, new EMM labeling options have been approved. The new EMM label formats include options for using a new USPS Label 11-SP or a privately printed version of Label 11-SP, in conjunction with the mailer's shipping label. The new USPS Label 11-SP measures 3 1/2 by 3 1/2 inches.

Mailers choosing to use the new USPS Label 11-SP are required to print the following information directly on their shipping labels:

- Name and address of sender and recipient.
- Express Mail permit imprint.
- Ship date (printed directly below the permit imprint).
- Waiver of Signature Requested statement (if applicable).
- No Delivery on Weekend or Holiday statement (if applicable).

The new EMM label must be affixed to the address side of the mailpiece, above, below, or to the left or right of the shipping label and must be aligned parallel to the address. Mailers using the USPS Label 11-SP must develop a process to link the label barcode to a specific mailpiece and record it in the EMM electronic file. The use of USPS Label 11-SP will slightly impact the current EMM application procedures. A new test kit will be available from the National Customer Support Center (NCSC). Mailers choosing to use USPS Label 11-SP will receive a supply of the labels following successful completion of the EMM certification process.

As an alternative to using the new USPS Label 11-SP, mailers may elect to privately print the Label 11-SP format directly on their shipping labels. Privately printed labels must be nearly identical in design to the USPS Label 11-SP. The mailer's shipping label information must be prepared according to the specifications identified above. Postal employees should note that privately printed Labels 11-SP will be printed in black and white instead of the traditional red, white and blue.

Additionally, the previous shipping label format requirements in Appendix G, Publication 97, that pertain to the use of statements and delivery instructions below the tracking barcode are changed. The signature waiver and weekend or holiday delivery instructions are only required on the shipping label when requested. These instructions should

be printed below the return address in accordance with *Domestic Mail Manual* (DMM) M012. All other delivery instructions previously listed in Appendix G, Publication 97, are no longer required.

Mailers are encouraged to use USPS Express Mail packaging or stickers to assist in product recognition for proper handling. Postal employees must recognize these labels and ensure they are processed and delivered in accordance with applicable Express Mail standards. Delivery employees should follow standard signature capture procedures.

Currently, the one-ply EMM labels are authorized for use only with the EMM program. They cannot be used to replace Labels 11-A and 11-B for non-manifesting mailers. It is important that all employees recognize Express Mail one-ply label formats and provide the quality service that our customers expect.

To support these changes, the appropriate sections of Publication 97, *Express Mail Manifesting Technical Guide*, are revised as follows. (Note: Publication 97 is only available in an electronic format via the USPS Intranet and Internet web sites. The on-line version of Publication 97 will be updated shortly.)

Publication 97, *Express Mail Manifesting Technical Guide*

* * * * *

(Table of) Contents

* * * * *

2 Understanding Electronic File Requirements

* * * * *

2-4 Barcode Requirements and Label Elements

2-4.1 Barcode Requirements

* * * * *

[Add new section 2-4.3 to Table of Contents to read as follows:]

2-4.3 Label Options

* * * * *

[Amend title of Appendix G to read as follows:]

Appendix G: One-Ply Express Mail Labels (Domestic Mail)

* * * * *

(Chapter) 2 Understanding Electronic File Requirements

* * * * *

2-4.2 Label Elements

[Amend section 2-4.2 to read as follows:]

In addition to the barcode requirements and human-readable print specifications listed in Appendix F, address labels must contain specific information to facilitate acceptance and delivery. They must contain the information listed in Appendix G and Appendix H.

The Express Mail permit imprint (the postage indicia) must contain the following information:

- a. The words “Express Mail.”
- b. The words “U.S. Postage Paid.”
- c. The words “Express Mail Corporate Account” or the abbreviation “EMCA.”
- d. The customer name or EMCA number.

EMM labels must contain the ship date. If the optional signature waiver is requested, the label must contain the “WAIVER OF SIGNATURE REQUESTED” statement as shown in Appendix G. The statements “NO DELIVERY WEEKEND,” “NO DELIVERY HOLIDAY,” or “NO DELIVERY WEEKEND OR HOLIDAY” may be printed as needed. The format of optional weekend or holiday delivery instructions is listed in Appendix G. If the mailer will not use USPS-provided Express Mail packaging (e.g., identified USPS Express Mail box, envelope, or stickers), the additional “Express Mail” identification shown in Appendix G (Label Options 1 and 3) must appear on the label.

- To facilitate product recognition and proper handling, it is recommended that USPS Express Mail packaging be used and the label contain the additional “Express Mail” identification shown in Appendix G. For international mail, the following Express Mail logo must appear on the label (see Appendix G, Label Options 2 and 3, and Appendix H):



The remainder of the label is for customer use and may include other package IDs, internal barcodes, customer information, etc.

- See Appendix F for barcode and human-readable print specifications, and see Appendix G and Appendix H for label elements.
- Labels must be placed on the address side of the mailpiece.

2-4.3 Label Options

[Add section 2-4.3 to read as follows:]

USPS Label 11-SP

Mailers not able to format EMM labels as shown in Appendix G, Label Option 1, may use a USPS printed one-ply EMM label. The USPS printed label measures 3 1/2” by 3 1/2” and is designated as Label 11-SP. A sample of Label 11-SP is shown in Appendix G, Label Option 2. Mailers choosing to use USPS preprinted EMM labels will be required to print the following information directly on their shipping label:

- Name and address of sender and recipient.
- Express Mail permit imprint.
- Ship date (printed directly below the permit imprint).
- Waiver of Signature Requested statement (if applicable).
- NO DELIVERY (“WEEKEND” OR “HOLIDAY”) statement (if applicable).

The USPS preprinted EMM label is to be affixed to the address side of the package, above, below, or to the left or right of the shipping label. The EMM label must be placed adjacent to the shipping label and be aligned parallel to the address. Mailers using the USPS Label 11-SP must develop a process to link the label barcode to a specific package and record it in the EMM electronic file. Label 11-SP will only be available to EMM certified mailers. Mailers choosing to use USPS Label 11-SP will receive a supply of labels following successful completion of the certification process. Additional supplies may be obtained by calling the Delivery Confirmation Support line at 1-877-264-9693.

Privately Printed Label 11-SP

As an alternative, mailers may elect to privately print the Label 11-SP format directly on their shipping label as shown in Appendix G, Label Option 3. Privately printed labels must be nearly identical in design to the USPS Label 11-SP. Privately printed labels may be produced in black and white.

- Appendix G, Label Option 1, may only be used with domestic mail shipments.
- Appendix G, Label Options 2 and 3, may be used for domestic or international mail shipments.

* * * * *

3-5.2 PS Form 3152-E

[Amend section 3-5.2 as follows:]

You must present with each mailing a photocopy of the PS Form 3152-E, *Express Mail Manifesting Certification*, issued by the NCSC. See Appendix J. Alternatively, you may present a facsimile PS Form 3152-E generated by your manifesting system. If you use a facsimile, you retain the original form and must provide a copy to the accepting post office for its records. The PS Form 3152-E must include additional information pertaining to the mailing you are presenting. This additional information includes:

- a. Number of pieces in the mailing.
- b. Total weight of pieces in the mailing.
- c. Total postage and special fees, if applicable, for mailing.
- d. EMCA number.
- e. Electronic File Number (manifest number) from Header Record positions 4 through 25. The unique Electronic File Number in the EMM file must never duplicate an electronic file number used in a Delivery Confirmation electronic file.
- f. Mailer signature.
- g. Date of mailing.

* * * * *

Appendix G

[Amend title and text on first page of Appendix G to read as follows:]

Appendix G: One-Ply Express Mail Labels (Domestic Mail)

Samples of the three options for One-Ply Express Mail labels appear on the following pages, with explanations of their various components. The three label options are:

- Label Option 1: Standard Domestic One-Ply Label
- Label Option 2: USPS Preprinted Label 11-SP with Sample Shipping Label (Vertical Orientation)
- Label Option 3: Privately Printed Label 11-SP with Sample Shipping Label (Horizontal Orientation)

Note: Label Options 2 and 3 may also be used for International Mail.

[Amend the pages of Appendix G that display Label Options 1, 2, and 3 to read as indicated on pages 21–23:]

* * * * *

Appendix H

[Amend title and text on first page of Appendix H to read as follows:]

Appendix H: One-Ply Express Mail Label (International Mail)

A copy of a One-Ply Express Mail label for use with International Mail appears on the following page, with explanations of its various components.

Note: Label Options 2 and 3 shown in Appendix G may also be used for International Mail.

* * * * *

[Amend the EMM System Application Form in Appendix L as follows:]

Appendix L Express Mail Manifest System Application

The Express Mail Manifest System Application appears on the following pages.

Express Mail Manifest System Application

* * * * *

[Add new item 5 to the application and renumber existing items 5 through 19 as items 6 through 20 respectively to read as follows:]

- 5. Check which label option you will use:
 - ___ Privately printed Label 11-SP (software produced)
 - ___ USPS preprinted Label 11-SP. Enter number of Labels 11-SP requested _____

* * * * *

— *eBusiness, Expedited/Package Services*

— *Business Mail Acceptance, Marketing Technology and Channel Management, 11-30-00*

Label Option 1 - Standard Domestic One-Ply Label

- Show the following information on the label as noted below:**
- Express Mail permit imprint indicating postage payment using Express Mail Corporate Account (EMCA). Show *either* the name of the customer that owns the EMCA or the EMCA number. Permit imprint must appear in upper right portion of address area.
 - Only when the service is requested, print the optional signature waiver and/or weekend or holiday delivery instructions. Preferred placement is below the return address on shipping label.
 - Domestic: If identified EM packaging (USPS EM box, sticker) is not used, the "Express Mail" identification is required.
 - Ship date.
 - "USPS Express Mail" text, barcode, human-readable barcode information (blocks of Express Mail numbers will be assigned by USPS), and bold horizontal lines.
 - Remainder of label is for customer use and may include other internal package IDs, barcodes, customer information, contact telephone numbers, etc.

| | |
|--|--|
| MAILER OR SHIPPER 555 ANY STREET ANY CITY, CA 95603-0955 | EXPRESS MAIL U.S. POSTAGE PAID EXPRESS MAIL CORP ACCT [CUSTOMER NAME or CORPORATE ACCT #] |
| WAIVER OF SIGNATURE REQUESTED NO DELIVERY WEEKEND OR HOLIDAY | |
| EXPRESS MAIL UNITED STATES POSTAL SERVICE TM | SHIP DATE: |
| SHIP TO: JOE ADDRESSEE 123 MAIN AVE HOUSTON TX 77058-2377 | |
| USPS EXPRESS MAIL  EA 12345678 4 US | |

Notes:

1. For return receipt service, attach PS Form 3811 to mailpiece and show endorsement "Return Receipt Requested" above the delivery address and to the right of the return address.
2. For COD, attach PS Form 3816 or 3816-AS to mailpiece.
3. To facilitate product recognition and proper handling, it is recommended that USPS Express Mail packaging be used and the label contain the additional "Express Mail" identification shown above.

Label Option 2 – USPS Preprinted Label 11-SP with Sample Shipping Label (Vertical Orientation)





- USPS preprinted Label 11-SP is affixed to the address side of the package, above, below, or to the left or right of the shipping label. The label must be placed adjacent to the shipping label and be aligned parallel to the address.
- Mailers using the USPS preprinted Label 11-SP must develop a process to link the label barcode to a specific package and record it in the EMM electronic file.
- Express Mail permit imprint appears on address label in upper right portion of address area.
- The ship date must be printed directly below the Express Mail imprint.
- Only when the service is requested, print the optional signature waiver and weekend or holiday delivery instructions below the return address on shipping label.



Notes:

1. For COD or Return Receipt see notes to Label Option 1.
2. Preprinted label may be used for domestic or international shipments. For International Express Mail see notes in Appendix H.
3. To facilitate product recognition and proper handling, it is recommended that USPS Express Mail packaging be used.

Label Option 3 – Privately Printed Label 11-SP with Sample Shipping Label (Horizontal Orientation)

| | | | |
|--|--|---|-----------------------------|
|  Any Company 12984 East Rd Anywhere ST 99999 | EXPRESS MAIL U.S. POSTAGE PAID EXPRESS MAIL CORP ACCT ANY COMPANY SHIP DATE: 10/10/2000 |  <small>UNITED STATES POSTAL SERVICE</small> | POST OFFICE TO ADDRESSEE |
| WAIVER OF SIGNATURE REQUESTED NO DELIVERY WEEKEND OR HOLIDAY | | POSTAGE AND FEES PAID BY EXPRESS MAIL® CORPORATE ACCOUNT | |
| SHIP TO: Bill Thompson 1298 Versipinay Dr Whataket, IL 53892 | | ACCEPTANCE INFORMATION TRANSMITTED VIA ELECTRONIC FILE | |
| | | USPS EXPRESS MAIL | |
| | |  | |
| | | EA 1234 5678 4 US | |
|  | | | |

Notes:

1. For COD and Return Receipt see notes to Label Option 1.
2. For ship date, Express Mail imprint, optional signature waiver, and weekend or holiday delivery instructions, see instructions for Label Option 2.
3. Eagle emblem is optional.
4. EMS logo is optional on domestic mailings.
5. Label Option 3 may be used for domestic or international shipments. For International Express Mail see notes in Appendix H.
6. To facilitate product recognition and proper handling, it is recommended that USPS Express Mail packaging be used.

POM REVISION

Delivery Confirmation Service

Effective 11-30-00, the following revision should be made to the *Postal Operations Manual* (POM) 817.32, Delivery to Military Installations. This revision will appear in the printed version of POM 9 and the online version available via the corporate intranet (<http://blue.usps.gov>; click on *Information*, then *Policies and Procedures*, then *Manuals*).

Postal Operations Manual (POM)

* * * * *

8 Special Services

81 Special Mail Services

* * * * *

817 Delivery Confirmation Service

* * * * *

817.3 Carrier Controls

* * * * *

817.32 Delivery to Military Installations

Delivery Confirmation service is not available to APO/FPO addresses.

— Information Systems,
Expedited/Package Services, 11-30-00

**\$5 cover charge.
\$30 for drinks.
\$10,000 drunk driving arrest.**

You can't put a price on a safe ride home.

Impaired driving is a leading cause of death for people under the age of 30. The added tragedy is that drunk and drugged driving is entirely preventable. There are alternatives:

- **Designate a sober driver.**
- **Call a taxi cab.**
- **Stay the night where you are.**

If you don't find a safe way home, consider yourself lucky if you are arrested. If you drive after drinking or using drugs, you can lose your life.

Remember: When *You Drink & Drive. You Lose.*



CORRECTION

Labeling List Changes

The labeling list revision to *Domestic Mail Manual* (DMM) L002 was incorrect in *Postal Bulletin* 22037 (11-16-00). The corrected information appears below.

Domestic Mail Manual (DMM)

* * * * *

L Labeling Lists

L002 3-Digit ZIP Code Prefix Matrix

* * * * *

| Change From: 3-Digit ZIP Code Prefix | Column A 3-Digit Destinations Label to | Column B 3-Digit/Scheme Destinations Label to | Column C SCF Destinations Label to |
|---|---|--|---|
| 431 | COLUMBUS OH 431 | COLUMBUS OH 430 ^S SCHEME A | SCF COLUMBUS OH 430 |
| 656 | SPRINGFIELD MO 656 | SPRINGFIELD MO 656 ^S SCHEME B | SCF SPRINGFIELD MO 656 |
| 657 | SPRINGFIELD MO 657 | SPRINGFIELD MO 656 ^S SCHEME B | SCF SPRINGFIELD MO 656 |
| Change To: 3-Digit ZIP Code Prefix | Column A 3-Digit Destinations Label to | Column B 3-Digit/Scheme Destinations Label to | Column C SCF Destinations Label to |
| 431 | COLUMBUS OH 431 | COLUMBUS OH 431 | SCF COLUMBUS OH 430 |
| 656 | SPRINGFIELD MO 656 | SPRINGFIELD MO 656 | SCF SPRINGFIELD MO 656 |
| 657 | SPRINGFIELD MO 657 | SPRINGFIELD MO 657 | SCF SPRINGFIELD MO 656 |

APO/FPO Changes

The following changes appear in the APO/FPO table that is also published in its entirety in this *Postal Bulletin* (see pages 26–36).

| APO/FPO | Action | Effective Date | See Restrictions |
|---------|--------|----------------|------------------|
| 09810 | Close | November 30 | |

— *International Network Operations,
Network Operations Management, 11-30-00*

Overseas Military Mail

Mail addressed to or from 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 restrictions codes, which appear on the page following the table.

Acceptance clerks should use this table with the Integrated Retail Terminal (IRT) or POS ONE terminal to

determine whether an APO/FPO ZIP Code is active and which conditions of mailing apply.

For Express Mail Military Service (EMMS) availability, all acceptance clerks must refer to the local hardcopy EMMS directory.

The complete table appears in the last *Postal Bulletin* of each month. Changes from the previous month's listing are in bold type.

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 | 09032 | Not Active | 09063 | B-B1-C-D-L-U |
| 09002 | Not Active | 09033 | B-B1-C-D-U | 09064 | Not Active |
| 09003 | Not Active | 09034 | B-B1-C-D-U | 09065 | Not Active |
| 09004 | Not Active | 09035 | Not Active | 09066 | Not Active |
| 09005 | Not Active | 09036 | B-B1-C-D-U | 09067 | B-B1-C-D-U |
| 09006 | Not Active | 09037 | Not Active | 09068 | Not Active |
| 09007 | B-B1-C-D-U | 09038 | Not Active | 09069 | B-B1-C-D-U |
| 09008 | Not Active | 09039 | Not Active | 09070 | Not Active |
| 09009 | B-B1-C-D-U | 09040 | Not Active | 09071 | Not Active |
| 09010 | Not Active | 09041 | Not Active | 09072 | Not Active |
| 09011 | Not Active | 09042 | B-B1-C-D-U | 09073 | Not Active |
| 09012 | B-B1-C-D-U | 09043 | Not Active | 09074 | B-B1-C-D-U |
| 09013 | B-B1-C-D-U-Z1 | 09044 | Not Active | 09075 | Not Active |
| 09014 | B-B1-C-D-U | 09045 | B-B1-C-D-U | 09076 | B-B1-C-D-U |
| 09015 | Not Active | 09046 | B-B1-C-D-U | 09077 | Not Active |
| 09016 | Not Active | 09047 | Not Active | 09078 | Not Active |
| 09017 | Not Active | 09048 | Not Active | 09079 | Not Active |
| 09018 | Not Active | 09049 | Not Active | 09080 | B-B1-C-D-U |
| 09019 | Not Active | 09050 | B-B1-C-D-U | 09081 | B-B1-C-D-U |
| 09020 | Not Active | 09051 | Not Active | 09082 | Not Active |
| 09021 | B-B1-C-D-U | 09052 | Not Active | 09083 | Not Active |
| 09022 | Not Active | 09053 | B-B1-C-D-U | 09084 | Not Active |
| 09023 | Not Active | 09054 | B-B1-C-D-U | 09085 | Not Active |
| 09024 | Not Active | 09055 | Not Active | 09086 | B-B1-C-D-U |
| 09025 | Not Active | 09056 | B-B1-C-D-U | 09087 | Not Active |
| 09026 | Not Active | 09057 | Not Active | 09088 | Not Active |
| 09027 | Not Active | 09058 | B-B1-C-D-U | 09089 | B-B1-C-D-U |
| 09028 | B-B1-C-D-U | 09059 | B-B1-C-D-U | 09090 | B-B1-C-D-U |
| 09029 | Not Active | 09060 | B-B1-C-D-U | 09091 | Not Active |
| 09030 | Not Active | 09061 | Not Active | 09092 | Not Active |
| 09031 | B-B1-C-D-U | 09062 | Not Active | 09093 | Not Active |

| APO/ FPO | See Restrictions | APO/ FPO | See Restrictions | APO/ FPO | See Restrictions |
|-------------|--------------------------|-------------|---------------------|-------------|---------------------|
| 09094 | B-B1-C-D | 09152 | Not Active | 09211 | B-B1-C-D-U |
| 09095 | B-B1-C-D-U | 09153 | Not Active | 09212 | B-B1-C-D-U |
| 09096 | B-B1-C-D-U | 09154 | B-B1-C-D-U | 09213 | B-B1-C-D-U |
| 09097 | Not Active | 09155 | Not Active | 09214 | B-B1-C-D-U |
| 09098 | B-B1-C-D-U | 09156 | Not Active | 09215 | Not Active |
| 09099 | B-B1-C-D-U | 09157 | Not Active | 09216 | Not Active |
| 09100 | B-B1-C-D-U | 09158 | Not Active | 09217 | Not Active |
| 09101 | Not Active | 09159 | Not Active | 09218 | Not Active |
| 09102 | B-B1-C-D-U | 09160 | Not Active | 09219 | Not Active |
| 09103 | B-B1-D-U | 09161 | Not Active | 09220 | Not Active |
| 09104 | B-B1-C-D-U | 09162 | Not Active | 09221 | Not Active |
| 09105 | Not Active | 09163 | Not Active | 09222 | Not Active |
| 09106 | Not Active | 09164 | Not Active | 09223 | Not Active |
| 09107 | B-B1-C-D-U | 09165 | B-B1-C-D-U | 09224 | Not Active |
| 09108 | Not Active | 09166 | B-B1-C-D-U | 09225 | B-B1-C-D-U |
| 09109 | Not Active | 09167 | Not Active | 09226 | B-B1-C-D-U |
| 09110 | B-B1-C-D-U | 09168 | Not Active | 09227 | B-B1-C-D-U |
| 09111 | B-B1-C-D-U | 09169 | B-B1-C-D-U | 09228 | Not Active |
| 09112 | B-B1-C-D-U | 09170 | Not Active | 09229 | B-B1-C-D-U |
| 09113 | Not Active | 09171 | Not Active | 09230 | Not Active |
| 09114 | B-B1-C-D-U | 09172 | B-B1-C-D-U | 09231 | Not Active |
| 09115 | Not Active | 09173 | B-B1-C-D-U | 09232 | Not Active |
| 09116 | Not Active | 09174 | Not Active | 09233 | Not Active |
| 09117 | Not Active | 09175 | B-B1-C-D-U | 09234 | Not Active |
| 09118 | Not Active | 09176 | Not Active | 09235 | Not Active |
| 09119 | Not Active | 09177 | B-B1-C-D-U | 09236 | Not Active |
| 09120 | Not Active | 09178 | Not Active | 09237 | B-B1-C-D-U |
| 09121 | Not Active | 09179 | Not Active | 09238 | Not Active |
| 09122 | Not Active | 09180 | B-B1-C-D-U | 09239 | Not Active |
| 09123 | B-B1-C-D-U | 09181 | Not Active | 09240 | Not Active |
| 09124 | Not Active | 09182 | B-B1-C-D-U | 09241 | Not Active |
| 09125 | Not Active | 09183 | B-B1-C-D-U | 09242 | Not Active |
| 09126 | B-B1-C-D | 09184 | Not Active | 09243 | Not Active |
| 09127 | Not Active | 09185 | B-B1-C-D-U | 09244 | B-B1-C-D-U |
| 09128 | B-B1-C-D-U | 09186 | B-B1-C-D-U | 09245 | B-B1-C-D-U |
| 09129 | Not Active | 09187 | Not Active | 09246 | Not Active |
| 09130 | Not Active | 09188 | Not Active | 09247 | Not Active |
| 09131 | B-B1-C-D-U | 09189 | Not Active | 09248 | Not Active |
| 09132 | Not Active | 09190 | Not Active | 09249 | Not Active |
| 09133 | Not Active | 09191 | Not Active | 09250 | B-B1-C-D-U |
| 09134 | Not Active | 09192 | Not Active | 09251 | Not Active |
| 09135 | X (11/15/00 to 01/15/01) | 09193 | Not Active | 09252 | B-B1-C-D-U |
| 09136 | B-B1-C-D | 09194 | Not Active | 09253 | Not Active |
| 09137 | B-B1-C-D-U | 09195 | Not Active | 09254 | Not Active |
| 09138 | B-B1-C-D-U | 09196 | Not Active | 09255 | Not Active |
| 09139 | B-B1-C-D | 09197 | Not Active | 09256 | Not Active |
| 09140 | B-B1-C-D-U | 09198 | Not Active | 09257 | Not Active |
| 09141 | Not Active | 09199 | Not Active | 09258 | Not Active |
| 09142 | B-B1-C-D-U | 09201 | Not Active | 09259 | Not Active |
| 09143 | B-B1-C-D-U | 09202 | Not Active | 09260 | Not Active |
| 09144 | Not Active | 09203 | Not Active | 09261 | Not Active |
| 09145 | Not Active | 09204 | Not Active | 09262 | B-B1-C-D-U |
| 09146 | Not Active | 09205 | Not Active | 09263 | B-B1-C-D-U |
| 09147 | Not Active | 09206 | Not Active | 09264 | B-B1-C-D-U |
| 09148 | Not Active | 09207 | Not Active | 09265 | B-B1-C-D-N-U |
| 09149 | Not Active | 09208 | Not Active | 09266 | B-B1-C-D-U |
| 09150 | Not Active | 09209 | Not Active | 09267 | B-B1-C-D-U |
| 09151 | Not Active | 09210 | Not Active | 09268 | Not Active |

| APO/ FPO | See Restrictions | APO/ FPO | See Restrictions | APO/ FPO | See Restrictions |
|---------------------|-----------------------------|---------------------|-----------------------------|---------------------|-----------------------------|
| 09269 | Not Active | 09328 | Not Active | 09386 | Not Active |
| 09270 | Not Active | 09329 | Not Active | 09387 | Not Active |
| 09271 | Not Active | 09330 | Not Active | 09388 | Not Active |
| 09272 | Not Active | 09331 | Not Active | 09389 | Not Active |
| 09273 | Not Active | 09332 | Not Active | 09390 | Not Active |
| 09274 | Not Active | 09333 | Not Active | 09391 | B-B1-X |
| 09275 | Not Active | 09334 | Not Active | 09392 | B-B1 |
| 09276 | Not Active | 09335 | Not Active | 09393 | Not Active |
| 09277 | Not Active | 09336 | Not Active | 09394 | Not Active |
| 09278 | Not Active | 09337 | Not Active | 09395 | Not Active |
| 09279 | Not Active | 09338 | Not Active | 09396 | A-B-B1-F |
| 09280 | Not Active | 09339 | Not Active | 09397 | A-B-B1-C1-F-R-X |
| 09281 | Not Active | 09340 | A-B-B1-C1-F-R | 09398 | B-B1-X |
| 09282 | Not Active | 09341 | Not Active | 09399 | B-B1-C-D-U-X |
| 09283 | Not Active | 09342 | Not Active | 09401 | Not Active |
| 09284 | Not Active | 09343 | Not Active | 09402 | Not Active |
| 09285 | Not Active | 09344 | Not Active | 09403 | Not Active |
| 09286 | Not Active | 09345 | Not Active | 09404 | Not Active |
| 09287 | Not Active | 09346 | Not Active | 09405 | Not Active |
| 09288 | Not Active | 09347 | Not Active | 09406 | Not Active |
| 09289 | Not Active | 09348 | Not Active | 09407 | Not Active |
| 09290 | Not Active | 09349 | Not Active | 09408 | Not Active |
| 09291 | Not Active | 09350 | Not Active | 09409 | B-B1-C-C1-U |
| 09292 | Not Active | 09351 | Not Active | 09410 | Not Active |
| 09293 | Not Active | 09352 | Not Active | 09411 | Not Active |
| 09294 | Not Active | 09353 | Not Active | 09412 | Not Active |
| 09295 | Not Active | 09354 | Not Active | 09413 | Not Active |
| 09296 | Not Active | 09355 | Not Active | 09414 | Not Active |
| 09297 | Not Active | 09356 | Not Active | 09415 | Not Active |
| 09298 | Not Active | 09357 | Not Active | 09416 | Not Active |
| 09299 | Not Active | 09358 | Not Active | 09417 | Not Active |
| 09301 | Not Active | 09359 | Not Active | 09418 | Not Active |
| 09302 | B-B1-E2-F-H1-R-R1-U2-Z1 | 09360 | Not Active | 09419 | Not Active |
| 09303 | B-B1-E2-F-H1-R-R1-U2-Z1 | 09361 | Not Active | 09420 | Not Active |
| 09304 | B-B1-E2-F-H1-R-R1-U2-Z1 | 09362 | Not Active | 09421 | B-B1-C-C1-U |
| 09305 | B-B1-E2-F-H1-R-R1-U2-Z1 | 09363 | Not Active | 09422 | Not Active |
| 09306 | Not Active | 09364 | Not Active | 09423 | Not Active |
| 09307 | Not Active | 09365 | Not Active | 09424 | Not Active |
| 09308 | Not Active | 09366 | Not Active | 09425 | Not Active |
| 09309 | Not Active | 09367 | Not Active | 09426 | Not Active |
| 09310 | Not Active | 09368 | Not Active | 09427 | Not Active |
| 09311 | Not Active | 09369 | Not Active | 09428 | Not Active |
| 09312 | Not Active | 09370 | Not Active | 09429 | Not Active |
| 09313 | Not Active | 09371 | Not Active | 09430 | Not Active |
| 09314 | Not Active | 09372 | Not Active | 09431 | Not Active |
| 09315 | Not Active | 09373 | Not Active | 09432 | Not Active |
| 09316 | Not Active | 09374 | Not Active | 09433 | Not Active |
| 09317 | Not Active | 09375 | Not Active | 09434 | Not Active |
| 09318 | Not Active | 09376 | Not Active | 09435 | Not Active |
| 09319 | Not Active | 09377 | Not Active | 09436 | Not Active |
| 09320 | Not Active | 09378 | Not Active | 09437 | Not Active |
| 09321 | Not Active | 09379 | Not Active | 09438 | Not Active |
| 09322 | Not Active | 09380 | Not Active | 09439 | Not Active |
| 09323 | Not Active | 09381 | Not Active | 09440 | Not Active |
| 09324 | Not Active | 09382 | Not Active | 09441 | Not Active |
| 09325 | Not Active | 09383 | Not Active | 09442 | Not Active |
| 09326 | Not Active | 09384 | Not Active | 09443 | Not Active |
| 09327 | Not Active | 09385 | Not Active | 09444 | Not Active |

| APO/ FPO | See Restrictions | APO/ FPO | See Restrictions | APO/ FPO | See Restrictions |
|-------------|---------------------|-------------|---------------------|-------------|---------------------|
| 09445 | Not Active | 09504 | B | 09562 | Not Active |
| 09446 | Not Active | 09505 | B | 09563 | B |
| 09447 | B-B1-C-C1-U | 09506 | B | 09564 | B |
| 09448 | Not Active | 09507 | B | 09565 | B |
| 09449 | Not Active | 09508 | B | 09566 | B |
| 09450 | Not Active | 09509 | B | 09567 | B |
| 09451 | Not Active | 09510 | B | 09568 | B |
| 09452 | Not Active | 09511 | B | 09569 | B |
| 09453 | Not Active | 09512 | Not Active | 09570 | B |
| 09454 | B-B1-C-C1-U | 09513 | Not Active | 09571 | Not Active |
| 09455 | Not Active | 09514 | Not Active | 09572 | Not Active |
| 09456 | B-B1-C-C1-U | 09515 | Not Active | 09573 | B |
| 09457 | Not Active | 09516 | Not Active | 09574 | B |
| 09458 | Not Active | 09517 | B | 09575 | B |
| 09459 | B-B1-C-C1-U | 09518 | Not Active | 09576 | B |
| 09460 | Not Active | 09519 | Not Active | 09577 | B |
| 09461 | B-B1-C-C1-U | 09520 | Not Active | 09578 | B |
| 09462 | Not Active | 09521 | B | 09579 | B |
| 09463 | B-B1-C-C1-U | 09522 | Not Active | 09580 | Not Active |
| 09464 | B-B1-C-C1-U | 09523 | Not Active | 09581 | B |
| 09465 | Not Active | 09524 | B | 09582 | B |
| 09466 | Not Active | 09525 | Not Active | 09583 | Not Active |
| 09467 | Not Active | 09526 | Not Active | 09584 | Not Active |
| 09468 | B-B1-C-C1-U | 09527 | Not Active | 09585 | Not Active |
| 09469 | B-B1-C-C1-U | 09528 | Not Active | 09586 | B |
| 09470 | B-B1-C-C1-U | 09529 | Not Active | 09587 | B |
| 09471 | Not Active | 09530 | Not Active | 09588 | B |
| 09472 | Not Active | 09531 | Not Active | 09589 | Not Active |
| 09473 | Not Active | 09532 | B | 09590 | B |
| 09474 | Not Active | 09533 | Not Active | 09591 | B |
| 09475 | Not Active | 09534 | B | 09592 | Not Active |
| 09476 | Not Active | 09535 | Not Active | 09593 | B |
| 09477 | Not Active | 09536 | B | 09594 | B |
| 09478 | Not Active | 09537 | Not Active | 09595 | B |
| 09479 | Not Active | 09538 | Not Active | 09596 | B |
| 09480 | Not Active | 09539 | Not Active | 09597 | Not Active |
| 09481 | Not Active | 09540 | Not Active | 09598 | Not Active |
| 09482 | Not Active | 09541 | Not Active | 09599 | B |
| 09483 | Not Active | 09542 | Not Active | 09601 | B-B1-C-F-F1-U |
| 09484 | Not Active | 09543 | B | 09602 | Not Active |
| 09485 | Not Active | 09544 | Not Active | 09603 | B-B1-C-F-F1-U |
| 09486 | Not Active | 09545 | B | 09604 | B-B1-C-F-F1-U |
| 09487 | Not Active | 09546 | Not Active | 09605 | Not Active |
| 09488 | Not Active | 09547 | Not Active | 09606 | Not Active |
| 09489 | Not Active | 09548 | Not Active | 09607 | Not Active |
| 09490 | Not Active | 09549 | B | 09608 | Not Active |
| 09491 | Not Active | 09550 | B | 09609 | B-B1-C-F-U |
| 09492 | Not Active | 09551 | Not Active | 09610 | B-B1-C-F-U |
| 09493 | Not Active | 09552 | Not Active | 09611 | Not Active |
| 09494 | B-B1-C-C1-U | 09553 | Not Active | 09612 | B-B1-C-F-U |
| 09495 | Not Active | 09554 | B-B1 | 09613 | B-B1-C-F-U |
| 09496 | B-B1-C-C1-U | 09555 | Not Active | 09614 | Not Active |
| 09497 | Not Active | 09556 | B | 09615 | Not Active |
| 09498 | B-B1-C-C1-U | 09557 | B | 09616 | Not Active |
| 09499 | B-B1-C-C1-U | 09558 | B | 09617 | B-B1-C-F-U |
| 09501 | B | 09559 | Not Active | 09618 | B-B1-C-F-U |
| 09502 | B | 09560 | Not Active | 09619 | B-B1-C-F-U |
| 09503 | B | 09561 | Not Active | 09620 | B-B1-C-F-U |

| APO/ FPO | See Restrictions | APO/ FPO | See Restrictions | APO/ FPO | See Restrictions |
|-------------|--------------------------|-------------|-----------------------|-------------|---------------------|
| 09621 | B-B1-C-F-U | 09679 | Not Active | 09738 | Not Active |
| 09622 | B-B1-C-F-U | 09680 | Not Active | 09739 | Not Active |
| 09623 | B-B1-C-F-U | 09681 | Not Active | 09740 | Not Active |
| 09624 | B-B1-C-F-U | 09682 | Not Active | 09741 | Not Active |
| 09625 | B-B1-C-F-U | 09683 | Not Active | 09742 | Not Active |
| 09626 | B-B1-C-F-U | 09684 | Not Active | 09743 | Not Active |
| 09627 | B-B1-C-F-U | 09685 | Not Active | 09744 | Not Active |
| 09628 | B-B1-C-F-F1-U | 09686 | Not Active | 09745 | Not Active |
| 09629 | Not Active | 09687 | Not Active | 09746 | Not Active |
| 09630 | B-B1-C-F-U | 09688 | Not Active | 09747 | Not Active |
| 09631 | B-B1-C-F-U | 09689 | Not Active | 09748 | Not Active |
| 09632 | Not Active | 09690 | Not Active | 09749 | Not Active |
| 09633 | Not Active | 09691 | Not Active | 09750 | Not Active |
| 09634 | Not Active | 09692 | Not Active | 09751 | Not Active |
| 09635 | Not Active | 09693 | Not Active | 09752 | Not Active |
| 09636 | B-B1-C-F-U | 09694 | Not Active | 09753 | Not Active |
| 09637 | Not Active | 09695 | Not Active | 09754 | Not Active |
| 09638 | B-B1-C-E2-F-U | 09696 | Not Active | 09755 | Not Active |
| 09639 | Not Active | 09697 | Not Active | 09756 | Not Active |
| 09640 | Not Active | 09698 | Not Active | 09757 | Not Active |
| 09641 | Not Active | 09699 | Not Active | 09758 | Not Active |
| 09642 | B-B1-N-U | 09701 | Not Active | 09759 | Not Active |
| 09643 | B-B1-U | 09702 | Not Active | 09760 | Not Active |
| 09644 | B-B1-U | 09703 | B-B1-C-F1 | 09761 | Not Active |
| 09645 | B-B1-U | 09704 | B-B1-C-D | 09762 | Not Active |
| 09646 | X (11/15/00 to 01/15/01) | 09705 | B-B1-U | 09763 | Not Active |
| 09647 | B-B1-N-U | 09706 | B-B1-C-U | 09764 | Not Active |
| 09648 | Not Active | 09707 | B-B1-C-N-U | 09765 | Not Active |
| 09649 | B-B1-N-U | 09708 | B-B1 | 09766 | Not Active |
| 09650 | Not Active | 09709 | B-B1-F1 | 09767 | Not Active |
| 09651 | Not Active | 09710 | B-B1-C-C1-F1-M-R-R1-U | 09768 | Not Active |
| 09652 | Not Active | 09711 | B-B1-F1-Z1 | 09769 | Not Active |
| 09653 | Not Active | 09712 | Not Active | 09770 | Not Active |
| 09654 | Not Active | 09713 | B-B1-C-F1 | 09771 | Not Active |
| 09655 | Not Active | 09714 | B-B1-C-C1-F1-M-R-R1-U | 09772 | Not Active |
| 09656 | Not Active | 09715 | B-B1-F1 | 09773 | Not Active |
| 09657 | Not Active | 09716 | B-B1-C-D-N-U | 09774 | Not Active |
| 09658 | Not Active | 09717 | B-B1-M-W | 09775 | Not Active |
| 09659 | Not Active | 09718 | B-B1-F-I-N-U | 09776 | Not Active |
| 09660 | Not Active | 09719 | Not Active | 09777 | A-B-B1-C-E1-N |
| 09661 | Not Active | 09720 | B-B1-U | 09778 | Not Active |
| 09662 | Not Active | 09721 | B-B1-N-U-Z1 | 09779 | A-B-B1-F-R |
| 09663 | Not Active | 09722 | B-B1-C-D-N-U | 09780 | A-B-B1-F-R |
| 09664 | Not Active | 09723 | B-B1-N-U-Z1 | 09781 | A-B-B1-F-N-R |
| 09665 | Not Active | 09724 | B-B1-C-C1-F1-M-R-R1-U | 09782 | Not Active |
| 09666 | Not Active | 09725 | B-C | 09783 | Not Active |
| 09667 | Not Active | 09726 | B-B1-N-U | 09784 | Not Active |
| 09668 | Not Active | 09727 | Not Active | 09785 | Not Active |
| 09669 | Not Active | 09728 | B-C | 09786 | Not Active |
| 09670 | Not Active | 09729 | Not Active | 09787 | Not Active |
| 09671 | Not Active | 09730 | Not Active | 09788 | A-B-B1-F-R |
| 09672 | Not Active | 09731 | Not Active | 09789 | A-B-B1-F-R |
| 09673 | Not Active | 09732 | B-B1 | 09790 | A-B-B1-C1-F-R |
| 09674 | Not Active | 09733 | B-B1-I | 09791 | A-B-B1-C1-E1-F-M-R |
| 09675 | Not Active | 09734 | Not Active | 09792 | B-B1-C-F-U |
| 09676 | Not Active | 09735 | B-B1 | 09793 | A-B-B1-F-R |
| 09677 | Not Active | 09736 | Not Active | 09794 | A-B-B1-F-R |
| 09678 | Not Active | 09737 | Not Active | 09795 | A-B-B1-C1-F-I-N-R |

| APO/ FPO | See Restrictions | APO/ FPO | See Restrictions | APO/ FPO | See Restrictions |
|--------------|----------------------------|-------------|-----------------------------|-------------|---------------------|
| 09796 | A-B-B1-C1-F-I-N-R | 09848 | Not Active | 09899 | B-F-N-Z1 |
| 09797 | Not Active | 09849 | Not Active | 09901 | Not Active |
| 09798 | Not Active | 09850 | Not Active | 09902 | Not Active |
| 09799 | Not Active | 09851 | Not Active | 09903 | Not Active |
| 09801 | Not Active | 09852 | B-B1-E2-E3-F-H1-R-R1-U1-Z1 | 09904 | Not Active |
| 09802 | B-B1-E2-E3-F-H1-R-R1-U1-Z1 | 09853 | B-B1-E2-F-H1-R-R1-U2-Z1 | 09905 | Not Active |
| 09803 | B-B1-E2-E3-F-H1-R-R1-U1-Z1 | 09854 | B-B1-E2-F-H1-N-R-R1-U2-Z-Z1 | 09906 | Not Active |
| 09804 | Not Active | 09855 | B-B1-E2-F-H1-R-R1-U2-Z1 | 09907 | Not Active |
| 09805 | Not Active | 09856 | Not Active | 09908 | Not Active |
| 09806 | Not Active | 09857 | Not Active | 09909 | Not Active |
| 09807 | Not Active | 09858 | B-B1-E2-E3-F-H1-R-R1-U1-Z1 | 09910 | Not Active |
| 09808 | Not Active | 09859 | Not Active | 09911 | Not Active |
| 09809 | B-B1-E2-E3-F-H1-R-R1-U1-Z1 | 09860 | Not Active | 09912 | Not Active |
| 09810 | Not Active | 09861 | Not Active | 09913 | Not Active |
| 09811 | B-B1-E2-E3-F-H1-R-R1-U1-Z1 | 09862 | Not Active | 09914 | Not Active |
| 09812 | B-B1-E2-E3-F-F1-I-N-R-U-Z1 | 09863 | Not Active | 09915 | Not Active |
| 09813 | Not Active | 09864 | Not Active | 09916 | Not Active |
| 09814 | B-B1-E2-E3-F-F1-I-N-R-U-Z1 | 09865 | A-B-B1-Z1 | 09917 | Not Active |
| 09815 | Not Active | 09866 | Not Active | 09918 | Not Active |
| 09816 | Not Active | 09867 | A-B-B1-F-R-R1-Z1 | 09919 | Not Active |
| 09817 | Not Active | 09868 | A-B-B1-U-Z1 | 09920 | Not Active |
| 09818 | Not Active | 09869 | Not Active | 09921 | Not Active |
| 09819 | A-B-F-P-Z1 | 09870 | Not Active | 09922 | Not Active |
| 09820 | Not Active | 09871 | B-B1-E2-E3-F-H1-R-R1-U1-Z1 | 09923 | Not Active |
| 09821 | A-B-F-Z1 | 09872 | Not Active | 09924 | Not Active |
| 09822 | A-B-F-Z1 | 09873 | Not Active | 09925 | Not Active |
| 09823 | A-B-F-Z1 | 09874 | Not Active | 09926 | Not Active |
| 09824 | A-B-F-Z1 | 09875 | Not Active | 09927 | Not Active |
| 09825 | Not Active | 09876 | B-B1-E2-F-H1-R-R1-U2-Z1 | 09928 | Not Active |
| 09826 | B-B1-E2-E3-F-H1-R-R1-U1-Z1 | 09877 | Not Active | 09929 | Not Active |
| 09827 | A-B-F-Z1 | 09878 | Not Active | 09930 | Not Active |
| 09828 | B-N-Z1 | 09879 | Not Active | 09931 | Not Active |
| 09829 | Not Active | 09880 | B-B1-E2-F-H1-R-R1-U2-Z1 | 09932 | Not Active |
| 09830 | B-B1-C-Z1 | 09881 | Not Active | 09933 | Not Active |
| 09831 | B-B1-F-N-U-Z1 | 09882 | B-B1-E2-E3-F-H1-R-R1-U1-Z1 | 09934 | Not Active |
| 09832 | B-B1-U1-Z1 | 09883 | Not Active | 09935 | Not Active |
| 09833 | B-B1-U1-Z1 | 09884 | Not Active | 09936 | Not Active |
| 09834 | B-B1-Z1 | 09885 | Not Active | 09937 | Not Active |
| 09835 | A-B-B1-Z1 | 09886 | Not Active | 09938 | Not Active |
| 09836 | A-B-B1-C-F-M-Z1 | 09887 | Not Active | 09939 | Not Active |
| 09837 | B-B1-Z1 | 09888 | B-B1-E2-F-H1-R-R1-U2-Z1 | 09940 | Not Active |
| 09838 | B-B1-Z1 | 09889 | B-B1-E2-F-H1-R-R1-U2-Z1 | 09941 | Not Active |
| 09839 | A-B-B1-U-Z1 | 09890 | B-B1-E2-F-H1-R-R1-U2-Z1 | 09942 | Not Active |
| 09840 | Not Active | 09891 | Not Active | 09943 | Not Active |
| 09841 | A-B-B1-U-Z1 | 09892 | A-B-B1-F-R-R1-Z1 | 09944 | Not Active |
| 09842 | A-B-B1-Z1 | 09893 | Not Active | 09945 | Not Active |
| 09843 | A-B-B1-Z1 | 09894 | Not Active | 09946 | Not Active |
| 09844 | A-B-B1-U-Z1 | 09895 | Not Active | 09947 | Not Active |
| 09845 | Not Active | 09896 | Not Active | 09948 | Not Active |
| 09846 | Not Active | 09897 | B-B1-Z1 | 09949 | Not Active |
| 09847 | Not Active | 09898 | B-B1-E2-F-H1-I-R-R1-U2-Z1 | 09950 | Not Active |
| 09848 | Not Active | | | 09951 | Not Active |
| | | | | 09952 | Not Active |
| | | | | 09953 | Not Active |
| | | | | 09954 | Not Active |
| | | | | 09955 | Not Active |

| APO/ FPO | See Restrictions | APO/ FPO | See Restrictions | APO/ FPO | See Restrictions |
|-------------|---------------------|-------------|---------------------|-------------|---------------------|
| 09956 | Not Active | 34015 | Not Active | 34073 | Not Active |
| 09957 | Not Active | 34016 | Not Active | 34074 | Not Active |
| 09958 | Not Active | 34017 | Not Active | 34075 | Not Active |
| 09959 | Not Active | 34018 | Not Active | 34076 | B-B1-F1-N-Z1 |
| 09960 | Not Active | 34019 | Not Active | 34077 | Not Active |
| 09961 | Not Active | 34020 | B-B1-M-N-Z1 | 34078 | B-B1-F1-N-Z1 |
| 09962 | Not Active | 34021 | B-M-N-Z1 | 34079 | B-B1-F1-N-Z1 |
| 09963 | Not Active | 34022 | B-B1-D-F-M-Z1 | 34080 | Not Active |
| 09964 | Not Active | 34023 | B-B1-M-N-Z1 | 34081 | Not Active |
| 09965 | Not Active | 34024 | B-B1-M-N-Z1 | 34082 | Not Active |
| 09966 | Not Active | 34025 | B-B1-F-N-U-Z1 | 34083 | Not Active |
| 09967 | Not Active | 34026 | Not Active | 34084 | Not Active |
| 09968 | Not Active | 34027 | Not Active | 34085 | Not Active |
| 09969 | Not Active | 34028 | Not Active | 34086 | Not Active |
| 09970 | Not Active | 34029 | Not Active | 34087 | Not Active |
| 09971 | Not Active | 34030 | B-B1-I-M-Z1 | 34088 | Not Active |
| 09972 | Not Active | 34031 | B-B1-M-N-Z1 | 34089 | Not Active |
| 09973 | Not Active | 34032 | B-M-N-Z1 | 34090 | B |
| 09974 | Not Active | 34033 | B-C-F-M-N-Z1 | 34091 | B |
| 09975 | Not Active | 34034 | B-B1-M-N-Z1 | 34092 | B |
| 09976 | Not Active | 34035 | B-B1-H-M-N-Z1 | 34093 | B |
| 09977 | Not Active | 34036 | B-M-N-Z1 | 34094 | Not Active |
| 09978 | Not Active | 34037 | B-B1-C-F-H-I-M-N-Z1 | 34095 | B |
| 09979 | Not Active | 34038 | B-B1-M-N-Z1 | 34096 | Not Active |
| 09980 | Not Active | 34039 | B-Z1 | 34097 | Not Active |
| 09981 | Not Active | 34040 | B-Z1 | 34098 | B |
| 09982 | Not Active | 34041 | B-B1-M-N-U-Z1 | 34099 | B |
| 09983 | Not Active | 34042 | B-B1-D-F-M-Z1 | 96201 | A-B |
| 09984 | Not Active | 34043 | Not Active | 96202 | Not Active |
| 09985 | Not Active | 34044 | Not Active | 96203 | A-B |
| 09986 | Not Active | 34045 | Not Active | 96204 | A-B-B1 |
| 09987 | Not Active | 34046 | Not Active | 96205 | A-B-B1-U |
| 09988 | Not Active | 34047 | Not Active | 96206 | A-B-B1-U |
| 09989 | Not Active | 34048 | Not Active | 96207 | A-B-B1 |
| 09990 | Not Active | 34049 | Not Active | 96208 | A-B-B1-U |
| 09991 | Not Active | 34050 | B | 96209 | Not Active |
| 09992 | Not Active | 34051 | B-Z1 | 96210 | Not Active |
| 09993 | Not Active | 34052 | Not Active | 96211 | Not Active |
| 09994 | Not Active | 34053 | B-Z1 | 96212 | A-B-B1-U |
| 09995 | Not Active | 34054 | Not Active | 96213 | A-B-B1-U |
| 09996 | Not Active | 34055 | B-N-Z1 | 96214 | A-B-B1-U |
| 09997 | Not Active | 34056 | Not Active | 96215 | A-B-B1-U |
| 09998 | Not Active | 34057 | Not Active | 96216 | Not Active |
| 09999 | Not Active | 34058 | B-B1-Z1 | 96217 | A-B-B1-U |
| 34001 | Not Active | 34059 | Not Active | 96218 | A-B-B1-U |
| 34002 | B-B1-N-U-Z1 | 34060 | Not Active | 96219 | A-B-B1-U |
| 34003 | Not Active | 34061 | Not Active | 96220 | A-B-B1-U |
| 34004 | Not Active | 34062 | Not Active | 96221 | A-B-B1-U |
| 34005 | Not Active | 34063 | Not Active | 96222 | Not Active |
| 34006 | Not Active | 34064 | Not Active | 96223 | Not Active |
| 34007 | Not Active | 34065 | Not Active | 96224 | A-B-B1-U |
| 34008 | Not Active | 34066 | Not Active | 96225 | Not Active |
| 34009 | Not Active | 34067 | Not Active | 96226 | Not Active |
| 34010 | Not Active | 34068 | Not Active | 96227 | Not Active |
| 34011 | Not Active | 34069 | Not Active | 96228 | Not Active |
| 34012 | Not Active | 34070 | Not Active | 96229 | Not Active |
| 34013 | Not Active | 34071 | Not Active | 96230 | Not Active |
| 34014 | Not Active | 34072 | Not Active | 96231 | Not Active |

| APO/ FPO | See Restrictions | APO/ FPO | See Restrictions | APO/ FPO | See Restrictions |
|-------------|--------------------------|-------------|---------------------|-------------|--------------------------|
| 96232 | Not Active | 96290 | Not Active | 96349 | B-B1-F-F1-F2-M-W |
| 96233 | Not Active | 96291 | Not Active | 96350 | B-B1-F-F1-F2-M-W |
| 96234 | Not Active | 96292 | Not Active | 96351 | B-B1-F-F1-F2-M-W |
| 96235 | Not Active | 96293 | Not Active | 96352 | Not Active |
| 96236 | Not Active | 96294 | Not Active | 96353 | Not Active |
| 96237 | Not Active | 96295 | Not Active | 96354 | Not Active |
| 96238 | Not Active | 96296 | Not Active | 96355 | Not Active |
| 96239 | Not Active | 96297 | A-B-B1-U | 96356 | Not Active |
| 96240 | Not Active | 96298 | Not Active | 96357 | Not Active |
| 96241 | Not Active | 96299 | Not Active | 96358 | Not Active |
| 96242 | Not Active | 96301 | Not Active | 96359 | Not Active |
| 96243 | Not Active | 96302 | Not Active | 96360 | Not Active |
| 96244 | Not Active | 96303 | Not Active | 96361 | Not Active |
| 96245 | Not Active | 96304 | Not Active | 96362 | B-B1-F-F1-F2-M-W |
| 96246 | Not Active | 96305 | Not Active | 96363 | Not Active |
| 96247 | Not Active | 96306 | B-B1-F-F1-F2-M-W | 96364 | B-B1-L-M-W |
| 96248 | Not Active | 96307 | Not Active | 96365 | B-B1-M-W |
| 96249 | Not Active | 96308 | Not Active | 96366 | Not Active |
| 96250 | Not Active | 96309 | B-B1-M-W | 96367 | B-B1-L-M-W |
| 96251 | A-B-B1-U | 96310 | B-B1-M-W | 96368 | B-B1-M-W |
| 96252 | Not Active | 96311 | B-B1-M-W | 96369 | Not Active |
| 96253 | Not Active | 96312 | Not Active | 96370 | B-B1-F-F1-F2-M-W |
| 96254 | Not Active | 96313 | B-B1-F-F1-F2-M-W | 96371 | Not Active |
| 96255 | Not Active | 96314 | Not Active | 96372 | B-B1-M-W |
| 96256 | Not Active | 96315 | Not Active | 96373 | B-B1-M-W |
| 96257 | A-B-B1-U | 96316 | Not Active | 96374 | B-B1-M-W |
| 96258 | A-B-B1-U | 96317 | Not Active | 96375 | B-B1-M-W |
| 96259 | A-B-B1-U | 96318 | Not Active | 96376 | B-B1-M-W |
| 96260 | A-B-B1-U | 96319 | B-B1-M-W | 96377 | B-B1-M-W |
| 96261 | Not Active | 96320 | Not Active | 96378 | B-B1-M-W |
| 96262 | A-B-B1-U | 96321 | B-B1-F-F1-F2-M-W | 96379 | B-B1-M-W |
| 96263 | Not Active | 96322 | B-B1-F-F1-F2-M-W | 96380 | Not Active |
| 96264 | A-B-B1-U | 96323 | B-B1-M-W | 96381 | Not Active |
| 96265 | Not Active | 96324 | Not Active | 96382 | Not Active |
| 96266 | A-B-B1-U | 96325 | Not Active | 96383 | Not Active |
| 96267 | A-B-B1-U | 96326 | B-B1-M-W | 96384 | B-B1-M-W |
| 96268 | Not Active | 96327 | Not Active | 96385 | X (11/15/00 to 01/15/01) |
| 96269 | A-B-B1-U | 96328 | B-B1-M-W | 96386 | B-B1-M-W |
| 96270 | Not Active | 96329 | Not Active | 96387 | B-B1-M-W |
| 96271 | A-B-B1-U | 96330 | B-B1-M-W | 96388 | B-B1-M-W |
| 96272 | Not Active | 96331 | Not Active | 96389 | Not Active |
| 96273 | Not Active | 96332 | Not Active | 96390 | Not Active |
| 96274 | Not Active | 96333 | Not Active | 96391 | Not Active |
| 96275 | A-B-B1 | 96334 | Not Active | 96392 | Not Active |
| 96276 | A-B-B1 | 96335 | Not Active | 96393 | Not Active |
| 96277 | Not Active | 96336 | B-B1-M-W | 96394 | Not Active |
| 96278 | A-B-B1-U | 96337 | B-B1-M-W | 96395 | Not Active |
| 96279 | Not Active | 96338 | B-B1-M-W | 96396 | Not Active |
| 96280 | Not Active | 96339 | B-B1-M-W | 96397 | Not Active |
| 96281 | Not Active | 96340 | Not Active | 96398 | Not Active |
| 96282 | Not Active | 96341 | Not Active | 96399 | Not Active |
| 96283 | A-B-B1-U | 96342 | Not Active | 96401 | A-B-B1-M-N-U |
| 96284 | A-B-B1-U | 96343 | B-B1-M-W | 96402 | A-B-B1-M-N-U |
| 96285 | X (11/15/00 to 01/15/01) | 96344 | Not Active | 96403 | A-B-B1-M-N-U |
| 96286 | Not Active | 96345 | Not Active | 96404 | Not Active |
| 96287 | Not Active | 96346 | Not Active | 96405 | Not Active |
| 96288 | Not Active | 96347 | B-B1-F-F1-F2-M-W | 96406 | Not Active |
| 96289 | Not Active | 96348 | B-B1-F-F1-F2-M-W | 96407 | Not Active |

| APO/ FPO | See Restrictions | APO/ FPO | See Restrictions | APO/ FPO | See Restrictions |
|-------------|---------------------|-------------|---------------------|-------------|---------------------|
| 96408 | Not Active | 96466 | Not Active | 96525 | Not Active |
| 96409 | Not Active | 96467 | Not Active | 96526 | Not Active |
| 96410 | Not Active | 96468 | Not Active | 96527 | Not Active |
| 96411 | Not Active | 96469 | Not Active | 96528 | Not Active |
| 96412 | Not Active | 96470 | Not Active | 96529 | Not Active |
| 96413 | Not Active | 96471 | Not Active | 96530 | A-B-B1-H-M-N-U |
| 96414 | Not Active | 96472 | Not Active | 96531 | B-B1-H-M-U |
| 96415 | Not Active | 96473 | Not Active | 96532 | Not Active |
| 96416 | Not Active | 96474 | Not Active | 96533 | Not Active |
| 96417 | Not Active | 96475 | Not Active | 96534 | A-B-F |
| 96418 | Not Active | 96476 | Not Active | 96535 | A-B-B1-F |
| 96419 | Not Active | 96477 | Not Active | 96536 | B-B1 |
| 96420 | Not Active | 96478 | Not Active | 96537 | B-B1 |
| 96421 | Not Active | 96479 | Not Active | 96538 | B-B1 |
| 96422 | Not Active | 96480 | Not Active | 96539 | Not Active |
| 96423 | Not Active | 96481 | Not Active | 96540 | B-B1 |
| 96424 | Not Active | 96482 | Not Active | 96541 | B-B1 |
| 96425 | Not Active | 96483 | Not Active | 96542 | B-B1 |
| 96426 | Not Active | 96484 | Not Active | 96543 | B-B1-P |
| 96427 | Not Active | 96485 | Not Active | 96544 | Not Active |
| 96428 | Not Active | 96486 | Not Active | 96545 | A-B-B1-H-I-M-N-U |
| 96429 | Not Active | 96487 | Not Active | 96546 | B-F-U3 |
| 96430 | Not Active | 96488 | Not Active | 96547 | Not Active |
| 96431 | Not Active | 96489 | Not Active | 96548 | A-B-B1-H-M-U |
| 96432 | Not Active | 96490 | B-B1 | 96549 | A-B-B1-H-M-U |
| 96433 | Not Active | 96491 | Not Active | 96550 | Not Active |
| 96434 | Not Active | 96492 | Not Active | 96551 | A-B-B1-H-M-U |
| 96435 | Not Active | 96493 | Not Active | 96552 | Not Active |
| 96436 | Not Active | 96494 | Not Active | 96553 | A-B-B1-H-M-N-U |
| 96437 | Not Active | 96495 | Not Active | 96554 | A-B-B1-H-M-U |
| 96438 | Not Active | 96496 | Not Active | 96555 | B-B1-F-M |
| 96439 | Not Active | 96497 | Not Active | 96556 | Not Active |
| 96440 | Not Active | 96498 | Not Active | 96557 | B-B1-F-M |
| 96441 | Not Active | 96499 | Not Active | 96558 | B |
| 96442 | Not Active | 96501 | Not Active | 96559 | Not Active |
| 96443 | Not Active | 96502 | Not Active | 96560 | Not Active |
| 96444 | Not Active | 96503 | Not Active | 96561 | Not Active |
| 96445 | Not Active | 96504 | Not Active | 96562 | Not Active |
| 96446 | Not Active | 96505 | Not Active | 96563 | Not Active |
| 96447 | Not Active | 96506 | Not Active | 96564 | Not Active |
| 96448 | Not Active | 96507 | A-B-F | 96565 | Not Active |
| 96449 | Not Active | 96508 | Not Active | 96566 | Not Active |
| 96450 | Not Active | 96509 | Not Active | 96567 | Not Active |
| 96451 | Not Active | 96510 | Not Active | 96568 | Not Active |
| 96452 | Not Active | 96511 | B-B1-I-N | 96569 | Not Active |
| 96453 | Not Active | 96512 | Not Active | 96570 | Not Active |
| 96454 | Not Active | 96513 | Not Active | 96571 | Not Active |
| 96455 | Not Active | 96514 | Not Active | 96572 | Not Active |
| 96456 | Not Active | 96515 | B-B1-F | 96573 | Not Active |
| 96457 | Not Active | 96516 | Not Active | 96574 | Not Active |
| 96458 | Not Active | 96517 | B-B1-F-U3 | 96575 | Not Active |
| 96459 | Not Active | 96518 | B-B1 | 96576 | Not Active |
| 96460 | Not Active | 96519 | Not Active | 96577 | Not Active |
| 96461 | Not Active | 96520 | B-F-U3 | 96578 | Not Active |
| 96462 | Not Active | 96521 | B-F-N | 96579 | Not Active |
| 96463 | Not Active | 96522 | B-F-N-U | 96580 | A-B-B1-H-I-M-N-U |
| 96464 | Not Active | 96523 | Not Active | 96581 | Not Active |
| 96465 | Not Active | 96524 | Not Active | 96582 | Not Active |

| APO/ FPO | See Restrictions | APO/ FPO | See Restrictions | APO/ FPO | See Restrictions |
|-------------|-------------------------|-------------|---------------------|-------------|---------------------|
| 96583 | Not Active | 96623 | B | 96662 | B |
| 96584 | Not Active | 96624 | B | 96663 | B |
| 96585 | Not Active | 96625 | Not Active | 96664 | B |
| 96586 | Not Active | 96626 | Not Active | 96665 | B |
| 96587 | Not Active | 96627 | Not Active | 96666 | B |
| 96588 | Not Active | 96628 | B | 96667 | B |
| 96589 | Not Active | 96629 | B | 96668 | B |
| 96590 | Not Active | 96630 | Not Active | 96669 | B |
| 96591 | Not Active | 96631 | Not Active | 96670 | B |
| 96592 | Not Active | 96632 | Not Active | 96671 | B |
| 96593 | Not Active | 96633 | Not Active | 96672 | B |
| 96594 | A-B-B1-H-I-M-N-U | 96634 | B | 96673 | B |
| 96595 | B-B1 | 96635 | B | 96674 | B |
| 96596 | A-B-B1-H-I-M-N-U | 96636 | Not Active | 96675 | B |
| 96597 | A-B-B1-H-I-M-N-U | 96637 | Not Active | 96676 | B |
| 96598 | B-B1 | 96638 | Not Active | 96677 | B |
| 96599 | B-B1 | 96639 | Not Active | 96678 | B |
| 96601 | B | 96640 | Not Active | 96679 | B |
| 96602 | B | 96641 | Not Active | 96680 | Not Active |
| 96603 | B | 96642 | Not Active | 96681 | B |
| 96604 | B | 96643 | B | 96682 | B |
| 96605 | B-O | 96644 | Not Active | 96683 | B |
| 96606 | B | 96645 | Not Active | 96684 | B |
| 96607 | B | 96646 | Not Active | 96685 | Not Active |
| 96608 | B | 96647 | Not Active | 96686 | B |
| 96609 | B | 96648 | Not Active | 96687 | B |
| 96610 | B | 96649 | Not Active | 96688 | Not Active |
| 96611 | B | 96650 | Not Active | 96689 | Not Active |
| 96612 | B | 96651 | Not Active | 96690 | Not Active |
| 96613 | B-B1-E2-F-H1-I-R1-U2-Z1 | 96652 | Not Active | 96691 | Not Active |
| 96614 | Not Active | 96653 | Not Active | 96692 | Not Active |
| 96615 | B | 96654 | Not Active | 96693 | Not Active |
| 96616 | Not Active | 96655 | Not Active | 96694 | Not Active |
| 96617 | B | 96656 | Not Active | 96695 | Not Active |
| 96618 | Not Active | 96657 | B | 96696 | Not Active |
| 96619 | Not Active | 96658 | Not Active | 96697 | Not Active |
| 96620 | Not Active | 96659 | Not Active | 96698 | Not Active |
| 96621 | B | 96660 | B | 96699 | B |
| 96622 | B | 96661 | B | | Not Active |

RESTRICTIONS

LEGEND

Form 2976, *Customs - CN 22 (Old C 1) and Sender's Declaration* (green label)

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, with exceptions noted below. In addition, mailers must properly complete required customs documentation when mailing any potentially dutiable mail addressed to an APO or FPO regardless of weight. The following are exceptions to the requirement for customs documentation on non-dutiable mail that weighs 16 ounces or more:

- Known mailers are exempt from providing customs documentation on non-dutiable letters, and printed matter weighing 16 ounces or more. (A known mailer is anyone who legally applies a permit imprint to a mailpiece. Mail with meter postage is not considered to be from a known mailer.)
- All federal, state, and local government agencies are exempt from providing customs documentation on mail addressed to an APO or FPO, except for those APOs/FPOs to which restriction B2 applies.
- Prepaid mail from military contractors is exempt, providing the mailpiece is endorsed "Contents for Official Use — Exempt from Customs Requirements."

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.

B2. All federal, state, and local government agencies must complete customs documentation when sending mail addressed to or from this APO or FPO weighing 16 ounces or more.

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 C024.1.1C. 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 | 72" length and girth combined |
| 42" | 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.

J. Parcels may not exceed 108 inches in length and girth combined.

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 available 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 13 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 13 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 Operations Support,
Network Operations Management, 11-30-00*

Finance

REMINDER

Citibank VISA Travel Card Payments

You are expected to pay the *entire* balance of your Postal Service-issued Citibank VISA travel charge card bill each month upon receipt of the bill. As the "Cardholder Account Agreement," received by all cardholders, states in section 4, Payment, "The Bank will provide me with a billing statement, which sets forth billing data with respect to all my charges, cash transactions and fees relating to the Card and Account. My billing statement is due and payable, *in full*, upon receipt of the statement... ."

Charges on your bill that you do not pay, and for which a dispute has not been filed with Citibank, are considered delinquent as of the next billing date.

Your Citibank travel charge card is provided as a tool to assist you when traveling as a part of your official postal duties. You are expected to file your travel vouchers so that you can pay your account in full each month to ensure that the account is kept in good standing. Being on frequent travel or travel for long periods of time are not excuses for not filing your travel vouchers in a timely manner.

Managers who must approve travel vouchers are reminded that their approvals must be made so as to prevent payment delays that may cause their employees to be late paying their travel charge card bills. Acting managers also should approve travel vouchers without delay.

— Corporate Accounting, Finance, 11-30-00

Fraud Alert

ALL PERSONNEL PROCESSING MAIL FOR DISPATCH ABROAD

Foreign Order No. 447

Keep all foreign order notices for use as reference.

Final Order

The Tentative Decision and Orders issued against the following have become final:

Australia

A I W G
MAIL FORWARDING CENTRE
P O BOX 700
ALBION DC QLD 4010
AUSTRALIA

A I W G
MAIL FORWARDING CENTRE
P O BOX 710
ALBION DC QLD 4010
AUSTRALIA

Canada

ALWS
INTERNATIONAL MEMBERSHIP
P O BOX 94800
STN MAIN
RICHMOND BC V6Y 4B8
CANADA

ATC
ATC CONSUMER PAYMENT SERVICES
TRADE OPERATIONS CENTER
140-8380 LANSDOWNE ROAD SUITE 711
RICHMOND BC V6X 1B9
CANADA

CASH AWARD CENTRE
P O BOX 94800
STN MAIN
RICHMOND BC V6Y 4B8
CANADA

CBLA
PAYMENTS OFFICE
800-15355 24TH AVENUE SUITE 229
SURREY BC V4A 2H9
CANADA

DAMIEN STACK AND
THE NATIONAL AUDIT CENTER
4261 A-14 HIGHWAY 7
SUITE 900
UNIONVILLE ONTARIO L3R 9W6
CANADA

INTERLOTTO EQUITY TRANSFER SYSTEMS (IETS)
OFFICE OF THE COMPTROLLER
IETS CASH DISBURSEMENTS DIV
P O BOX 45023
OCEAN PARK RPO
SURREY BC V4A 9L1
CANADA

Germany

L A MEIEREBERT
ORDER CENTER
POSTFACH 2363
LIEBIGSTR. 3
32013 HERFORD
GERMANY

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

POSTMASTER
CLAIMS AND INQUIRY
JAMES A FARLEY BLDG 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, 11-30-00

Withholding of Mail Orders

Withholding of mail orders is enforced by the postmaster at the city listed below:

| State/City | Names Covered |
|--------------------------------|---|
| AZ, Apache Junction 85217-0231 | Any And All Names Except Antoinette Kern And Leo Kern, P.O. Box 231 |
| AZ, Apache Junction 85278-5211 | Any And All Names Except Ronald G. Kern And Leo Kern, P.O. Box 5211 |
| CA, Long Beach 90804-5346 | C.E.A. And Greg Murphy 4102 East 7th Street, PMB 272 |
| CA, Poplar 93258-3691 | Any And All Various Names Other Than Annabel Montgomery And Carl Heacock, P.O. Box 3691 |
| CA, Sacramento 95816-0252 | Any And All Various Names Other Than Helen Tibon Or Helen M. Tibon, P.O. Box 160252 |
| CA, Sacramento 95816-2513 | Any And All Various Names Other Than Latanya Young Or Latanya R. Young, P.O. Box 162513 |

— Recorder's Office, Judicial Officer, 11-30-00

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.

| | | | |
|---------------------------------|-----------------------------|-----------------------------|-----------------------------|
| 011 582 1889 to 011 582 1899 | 383 314 3968 to 3999 | 399 792 7775 to 7799 | 412 485 6610 to 6699 |
| 011 588 2900 to 011 588 3099 | 383 892 1000 to 1344 | 399 792 8300 to 8399 | 412 885 5953 to 5999 |
| 012 579 5675 to 012 579 5699 | 383 892 1382 to 1399 | 400 427 1051 to 1999 | 414 193 3608 to 3674 |
| 013 289 6176 to 013 289 6199 | 384 925 3641 to 3654 | 401 045 1505 to 1549 | 414 193 3677 to 3699 |
| 013 610 0014 to 013 610 0099 | 385 568 2331 to 2399 | 401 045 1571 to 1599 | 414 411 7348 to 7399 |
| 014 932 1000 to 014 932 1099 | 385 599 7554 to 7575 | 401 294 2700 to 2799 | 414 640 0757 to 0799 |
| 014 972 0800 to 014 972 0899 | 385 774 2024 to 2099 | 401 310 9505 to 9599 | 414 965 1727 to 1799 |
| 015 363 0007 to 015 363 0099 | 386 624 1412 to 1599 | 401 382 5312 to 5399 | 417 302 8104 to 8199 |
| 018 986 5264 to 018 986 5299 | 386 883 8936 to 8999 | 402 578 7876 to 7899 | 417 387 6532 to 6599 |
| 210 221 0548 to 210 221 0599 | 387 314 5574 to 5599 | 403 125 6744 to 6799 | 417 496 6800 to 6999 |
| 273 070 8059 to 273 070 8099 | 387 837 6300 to 6399 | 403 260 7000 to 7499 | 417 871 9250 to 9299 |
| 273 775 7700 to 273 775 7899 | 388 828 0656 to 0699 | 403 280 6470 to 6499 | 417 930 9533 to 9599 |
| 302 000 0000 to 302 123 9999 | 389 696 2400 to 2799 | 403 685 8600 to 8699 | 418 164 6500 to 6799 |
| 349 746 2056 to 2099 | 389 846 3104 to 3135 | 404 003 0300 to 0399 | 418 423 9863 to 9899 |
| 350 518 7350 to 7374 | 389 846 3145 to 3195 | 404 041 8838 to 8899 | 418 633 5922 to 5999 |
| 360 011 1690 to 1699 | 389 887 9211 to 9230 | 404 071 4268 to 4299 | 418 719 8520 to 8599 |
| 360 168 6008 to 6099 | 389 887 9234 to 9299 | 404 347 5356 to 5399 | 418 744 2235 to 2299 |
| 360 173 8800 to 8899 | 390 001 3182 to 3199 | 404 347 5548 to 5599 | 418 962 2848 to 2899 |
| 360 324 2326 to 2399 | 390 001 3500 to 3699 | 404 726 4500 to 4599 | 419 543 0286 to 0299 |
| 362 861 3064 to 3099 | 390 545 5974 to 5999 | 404 961 5001 to 5199 | 419 730 0300 to 0399 |
| 373 006 2176 to 2199 | 391 104 6146 to 6199 | 405 325 0188 to 0198 | 420 277 0015 to 0049 |
| 374 768 2600 to 2699 | 391 574 1466 to 1499 | 406 009 4587 to 4599 | 420 599 0734 to 0798 |
| 375 169 4400 to 4599 | 391 783 3020 to 3599 | 406 260 6830 to 6899 | 420 661 4115 to 4199 |
| 375 829 3400 to 3499 | 391 792 6100 to 6199 | 406 459 6641 to 6999 | 420 758 9500 to 9699 |
| 375 851 9100 to 9199 | 392 668 2956 to 2999 | 406 733 3000 to 3999 | 420 969 3951 to 3971 |
| 376 196 0911 to 0999 | 392 854 8500 to 8899 | 407 545 1557 to 1599 | 420 969 3973 to 3999 |
| 378 085 3679 to 3699 | 393 584 7566 to 7699 | 407 594 0412 to 0599 | 421 116 3565 to 3599 |
| 378 351 1063 to 1099 | 393 650 0074 to 0099 | 407 692 9100 to 9299 | 421 130 9300 to 9399 |
| 379 843 5100 to 5199 | 393 838 8316 to 8499 | 407 959 2190 to 2199 | 421 313 4500 to 4999 |
| 380 093 9600 to 9699 | 393 893 6007 to 6099 | 408 265 2275 to 2288 | 421 364 5537 to 5599 |
| 380 165 1165 to 1199 | 394 126 6907 to 6999 | 408 499 7700 to 7799 | 421 656 2609 to 2699 |
| 381 325 4500 to 4599 | 394 189 0405 to 0599 | 408 499 7900 to 7999 | 421 988 9700 to 9799 |
| 381 604 2510 to 2699 | 394 822 3243 to 3278 | 408 682 8484 to 8599 | 422 172 4667 to 4699 |
| 381 645 9525 to 9599 | 394 990 1810 to 1899 | 408 698 7015 to 7099 | 422 484 4212 to 4299 |
| | 395 343 3264 to 3299 | 409 072 3941 to 3999 | 422 556 1270 to 1299 |
| | 395 373 3035 to 3099 | 410 491 2311 to 2399 | 422 587 7024 to 7099 |
| | 395 396 9649 to 9799 | 410 694 8400 to 8599 | 422 819 7533 to 7599 |
| | 395 970 3240 to 3299 | 410 775 1500 to 1599 | 422 842 5073 to 5087 |
| | 397 622 4054 to 4099 | 410 795 7927 to 7999 | 422 907 7563 to 7599 |
| | 397 819 8902 to 8999 | 410 867 0917 to 0966 | 424 500 6050 to 6099 |
| | 398 149 7200 to 7699 | 410 867 0970 to 0999 | 424 641 8500 to 8599 |
| | 399 070 0872 to 0899 | 411 868 1023 to 1199 | 424 871 6600 to 6699 |
| | 399 156 7119 to 7199 | 411 922 2322 to 2399 | 425 298 2352 to 2399 |
| | 399 203 5064 to 5099 | 412 193 0900 to 0999 | 425 418 4269 to 4299 |
| | 399 296 9910 to 9999 | 412 395 8599 to 8699 | 425 418 4405 to 4499 |
| | 399 396 8935 to 8999 | 412 485 6500 to 6599 | 426 547 4566 to 4599 |

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

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|------------------------|-------------|------------------------|-------------|------------------------|-------------|------------------------|-------------|
| 496 209 7425 to | 7499 | 612 751 5226 to | 5299 | 633 438 6429 to | 6599 | 646 242 6200 to | 6299 |
| 496 213 8728 to | 8799 | 612 751 6083 to | 6099 | 633 588 7173 to | 7182 | 646 270 7639 to | 7799 |
| 496 474 5226 to | 5248 | 612 751 6268 to | 6299 | 634 725 0700 to | 0799 | 646 798 4000 to | 4999 |
| 497 053 8517 to | 8699 | 612 751 6572 to | 6599 | 634 803 3239 to | 3299 | 647 048 7035 to | 7099 |
| 497 854 8673 to | 8699 | 612 774 2111 to | 2199 | 634 807 2474 to | 2499 | 647 049 2900 to | 2999 |
| 498 449 8888 to | 8899 | 612 774 2254 to | 2299 | 634 827 5900 to | 5999 | 647 398 8300 to | 8399 |
| 498 929 8285 to | 8499 | 612 774 2500 to | 2599 | 634 886 3428 to | 3499 | 647 398 8481 to | 8499 |
| 498 936 5310 to | 5399 | 614 469 0979 to | 0999 | 635 559 3449 to | 3499 | 647 437 3000 to | 4999 |
| 499 016 5425 to | 5499 | 614 474 3000 to | 3099 | 636 289 6214 to | 6299 | 647 811 2188 to | 2199 |
| 499 440 8575 to | 8899 | 614 521 3490 to | 3499 | 636 634 8007 to | 8042 | 648 009 6057 to | 6099 |
| 499 731 6717 to | 6799 | 614 645 1800 to | 1899 | 637 150 1200 to | 1299 | 648 163 5300 to | 5499 |
| 500 064 1858 to | 1869 | 614 832 1100 to | 2099 | 637 562 5828 to | 5899 | 648 722 5283 to | 5299 |
| 500 070 5725 to | 7799 | 615 017 7505 to | 7599 | 638 042 1647 to | 1699 | 648 892 3164 to | 3199 |
| 600 645 3223 to | 3299 | 617 711 6609 to | 6699 | 638 049 4984 to | 4999 | 649 100 3989 to | 3999 |
| 601 339 1200 to | 1399 | 617 760 5266 to | 5299 | 638 318 1115 to | 1199 | 649 647 0370 to | 0399 |
| 601 653 5884 to | 5899 | 617 813 3601 to | 3699 | 638 318 1453 to | 1499 | 649 647 0522 to | 0599 |
| 601 661 7700 to | 7799 | 618 840 9200 to | 9299 | 638 885 0000 to | 0299 | 649 647 5237 to | 5399 |
| 601 682 5343 to | 5399 | 619 551 7229 to | 7299 | 638 903 4362 to | 4373 | 649 647 9100 to | 9299 |
| 601 928 1600 to | 1699 | 619 859 3000 to | 3099 | 639 415 1929 to | 1999 | 649 666 7800 to | 8299 |
| 602 512 2972 to | 2999 | 620 073 9400 to | 9499 | 639 415 2019 to | 2099 | 650 114 7707 to | 7719 |
| 602 555 2400 to | 2799 | 621 614 7907 to | 7930 | 639 420 6200 to | 6299 | 650 130 3400 to | 3599 |
| 602 829 7061 to | 7099 | 621 614 7932 to | 7999 | 639 469 3517 to | 3799 | 650 213 0406 to | 0499 |
| 603 483 9572 to | 9599 | 621 648 8021 to | 8199 | 639 605 2143 to | 2199 | 650 555 1749 to | 1799 |
| 603 490 7200 to | 7299 | 621 648 8500 to | 8599 | 639 657 8600 to | 8799 | 650 564 1900 to | 1999 |
| 603 678 7100 to | 7199 | 621 904 8351 to | 8599 | 640 289 7500 to | 7599 | 650 627 4212 to | 4299 |
| 603 678 7662 to | 7699 | 621 916 1978 to | 1989 | 640 289 7700 to | 7999 | 650 736 2043 to | 2099 |
| 603 678 7902 to | 7999 | 622 989 8032 to | 8099 | 641 170 4420 to | 4499 | 650 739 1540 to | 1699 |
| 603 678 8418 to | 8499 | 623 076 9300 to | 9399 | 641 318 3133 to | 3199 | 651 741 4415 to | 4499 |
| 603 678 8700 to | 9999 | 623 819 5006 to | 5099 | 641 378 6500 to | 6999 | 651 882 2800 to | 2899 |
| 604 086 0880 to | 0899 | 623 895 8200 to | 8399 | 641 383 8739 to | 8799 | 652 754 6317 to | 6399 |
| 604 349 1414 to | 1499 | 623 917 0000 to | 0099 | 641 877 3187 to | 3299 | 653 131 4945 to | 4999 |
| 604 503 7776 to | 7799 | 623 917 0200 to | 0299 | 641 877 3310 to | 3399 | 653 426 3300 to | 3399 |
| 605 520 9037 to | 9099 | 624 468 5288 to | 5299 | 642 355 8094 to | 8199 | 653 455 4874 to | 4899 |
| 605 685 4010 to | 4099 | 624 665 3162 to | 3198 | 642 355 8308 to | 8999 | 654 238 0000 to | 0399 |
| 605 988 6467 to | 6499 | 625 088 6735 to | 6799 | 642 900 0018 to | 0099 | 654 404 3065 to | 3092 |
| 607 689 7951 to | 7960 | 625 916 9500 to | 9799 | 643 030 6254 to | 6299 | 654 962 2900 to | 3199 |
| 607 728 1276 to | 1299 | 625 968 8956 to | 8999 | 644 066 0882 to | 0899 | 655 103 5081 to | 5199 |
| 608 727 7100 to | 7199 | 627 005 3938 to | 3999 | 644 069 0600 to | 0699 | 655 523 2600 to | 2999 |
| 608 727 7273 to | 7599 | 627 384 3907 to | 4099 | 644 077 7506 to | 7699 | 656 305 2448 to | 2499 |
| 608 813 9950 to | 9999 | 627 496 7549 to | 7599 | 644 085 8157 to | 8199 | 657 347 4438 to | 4999 |
| 609 067 5325 to | 5399 | 627 708 3605 to | 3699 | 644 112 9839 to | 9899 | 657 710 8100 to | 8999 |
| 609 067 5488 to | 5499 | 627 776 2500 to | 2599 | 644 373 9083 to | 9099 | 657 780 0985 to | 0999 |
| 609 067 5600 to | 5699 | 628 226 3100 to | 3199 | 644 380 1460 to | 1499 | 658 586 1400 to | 1499 |
| 609 289 6123 to | 6199 | 628 814 4702 to | 4799 | 644 733 4715 to | 4799 | 658 877 8000 to | 8199 |
| 609 438 4400 to | 4499 | 628 851 9689 to | 9699 | 644 900 9712 to | 9799 | 658 880 8000 to | 8199 |
| 609 493 1100 to | 1199 | 629 510 7200 to | 7299 | 644 901 0109 to | 1299 | 659 398 7300 to | 7399 |
| 609 766 8091 to | 8999 | 629 964 4200 to | 4294 | 644 901 1325 to | 1399 | 659 706 8113 to | 8199 |
| 609 825 4100 to | 4115 | 630 389 3056 to | 3071 | 644 923 6800 to | 7799 | 659 846 7837 to | 7899 |
| 609 884 2981 to | 2999 | 630 463 0588 to | 0599 | 644 932 4655 to | 4699 | 660 510 4100 to | 4199 |
| 609 893 1000 to | 1099 | 631 459 9117 to | 9199 | 645 318 7240 to | 7499 | 660 673 0400 to | 0599 |
| 610 092 3200 to | 3299 | 631 762 9325 to | 9399 | 645 333 1766 to | 1799 | 661 488 5000 to | 5099 |
| 610 582 4200 to | 4299 | 632 217 4933 to | 4999 | 645 790 8632 to | 8699 | 661 609 9100 to | 9199 |
| 611 879 6939 to | 6999 | 632 500 0000 to | 9999 | 645 821 0657 to | 0699 | 661 716 9420 to | 9499 |
| 612 291 8013 to | 8099 | 633 110 4165 to | 4199 | 645 930 7948 to | 7999 | 661 906 6522 to | 6599 |
| 612 751 5171 to | 5199 | 633 110 4303 to | 4499 | 645 975 0737 to | 0762 | 662 021 8332 to | 8399 |

| | | | |
|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| 662 068 0700 to 0899 | 683 444 8159 to 8199 | 701 267 2000 to 3999 | 840 875 6235 to 6299 |
| 662 553 0774 to 0799 | 685 154 7780 to 7789 | 701 335 7312 to 7399 | 840 910 0900 to 0999 |
| 663 078 7034 to 7099 | 685 623 5264 to 5299 | 701 369 2005 to 2050 | 841 349 5000 to 5099 |
| 663 763 5300 to 5399 | 685 650 9487 to 9499 | 701 503 2247 to 2299 | 841 805 7747 to 7899 |
| 663 883 7039 to 7499 | 685 669 4200 to 4299 | 701 541 2271 to 2299 | 841 805 7944 to 8099 |
| 664 253 8000 to 8499 | 685 757 8452 to 8499 | 701 553 6557 to 6599 | 842 226 0685 to 0695 |
| 664 656 3055 to 3099 | 686 071 2694 to 2799 | 701 601 3457 to 3499 | 842 685 4600 to 4699 |
| 665 174 6400 to 6499 | 686 176 3333 to 3354 | 701 605 5913 to 5999 | 842 685 4742 to 4999 |
| 665 274 8208 to 8299 | 686 372 3200 to 3299 | 701 695 3982 to 3999 | 842 860 0300 to 0399 |
| 665 669 5400 to 5499 | 686 644 5879 to 5899 | 701 695 4148 to 4199 | 842 898 5582 to 5599 |
| 666 132 8226 to 8299 | 686 931 7636 to 7699 | 701 695 4227 to 4299 | 843 062 7100 to 7199 |
| 666 696 2209 to 2299 | 687 601 0973 to 0999 | 701 708 1741 to 1799 | 843 077 6288 to 6299 |
| 666 696 2309 to 2399 | 687 614 6774 to 6799 | 701 736 3966 to 3999 | 843 077 6378 to 6399 |
| 667 032 9300 to 9399 | 688 120 9000 to 9999 | 701 838 2800 to 2899 | 843 758 5769 to 5778 |
| 667 729 5529 to 5599 | 688 314 3107 to 3191 | 701 941 0600 to 0699 | 843 786 2554 to 2699 |
| 668 383 8400 to 8699 | 690 291 1361 to 1371 | 702 171 1603 to 1699 | 845 727 2100 to 2199 |
| 670 368 3400 to 3499 | 690 788 2877 to 2899 | 702 195 5109 to 5199 | 845 746 2618 to 2635 |
| 670 369 7336 to 7399 | 690 893 5344 to 5399 | 702 254 9300 to 9399 | 847 284 2481 to 2499 |
| 670 750 7169 to 7199 | 690 893 5512 to 5599 | 702 264 7569 to 7599 | 847 374 7055 to 7065 |
| 671 046 6200 to 6399 | 690 904 1300 to 1599 | 702 713 1800 to 1809 | 847 636 5304 to 5399 |
| 671 251 5448 to 5499 | 690 941 6000 to 6199 | 702 821 5730 to 5799 | 847 700 5447 to 5499 |
| 671 926 5600 to 5799 | 691 313 6383 to 6399 | 702 821 5805 to 5899 | 847 723 7500 to 7599 |
| 672 444 2000 to 2999 | 691 313 6600 to 6699 | 702 878 0114 to 0199 | 849 608 1357 to 1399 |
| 672 828 3410 to 3499 | 691 582 8003 to 8099 | 740 002 7710 to 7719 | 849 792 2600 to 2699 |
| 673 167 5776 to 5799 | 691 664 1800 to 1999 | 806 087 1100 to 1499 | 850 546 1862 to 1899 |
| 675 464 3700 to 3799 | 691 664 2400 to 2499 | 806 268 9275 to 9299 | 851 143 6826 to 6844 |
| 675 464 4000 to 4199 | 692 727 9362 to 9399 | 806 534 3400 to 3477 | 851 209 9880 to 9899 |
| 676 365 5958 to 5999 | 692 798 1800 to 1899 | 807 342 3283 to 3399 | 851 928 9221 to 9299 |
| 676 669 1024 to 1099 | 693 249 0779 to 0799 | 808 086 7100 to 7199 | 852 589 6560 to 6599 |
| 677 126 6734 to 6799 | 693 249 0877 to 1699 | 808 090 3440 to 3499 | 854 304 4089 to 4999 |
| 677 333 9979 to 9999 | 693 445 0566 to 0999 | 808 325 5161 to 5699 | 855 319 9364 to 9399 |
| 677 466 1088 to 1099 | 693 448 8500 to 8999 | 808 784 8000 to 8299 | 856 226 0490 to 0499 |
| 678 071 4500 to 4799 | 693 645 9583 to 9599 | 830 602 5800 to 5999 | 856 656 5800 to 5999 |
| 678 096 7531 to 7599 | 693 965 4200 to 4299 | 830 610 3700 to 3799 | 856 752 0200 to 0299 |
| 679 909 2578 to 2599 | 695 741 2906 to 2999 | 830 983 3500 to 3599 | 857 279 3450 to 3499 |
| 680 112 9565 to 9599 | 695 947 8518 to 8599 | 830 983 3635 to 3699 | 858 124 7644 to 7699 |
| 680 244 0903 to 0999 | 696 662 8247 to 8299 | 831 354 1387 to 1399 | 859 063 8200 to 8699 |
| 680 412 6046 to 6099 | 697 447 8285 to 8296 | 831 815 8240 to 8299 | 859 190 0600 to 0644 |
| 680 761 6800 to 6899 | 698 042 4816 to 4899 | 832 525 3810 to 3899 | 859 811 2888 to 2899 |
| 681 677 0540 to 0699 | 698 227 0000 to 0099 | 833 159 1884 to 1899 | 859 855 8873 to 8999 |
| 682 070 1029 to 1099 | 700 065 2570 to 2599 | 833 456 2567 to 2599 | 861 637 6010 to 6099 |
| 682 956 6280 to 6299 | 700 065 4800 to 4899 | 833 566 3015 to 3071 | 869 800 0000 to 999 9999 |
| 682 956 6490 to 6599 | 700 190 3350 to 3359 | 834 316 5444 to 5499 | 870 054 4814 to 4899 |
| 682 956 6700 to 6799 | 700 228 6048 to 6099 | 835 269 5700 to 5799 | 870 491 4812 to 4849 |
| 682 965 1178 to 1199 | 700 650 0452 to 0499 | 835 496 7303 to 7399 | 870 536 5820 to 5829 |
| 682 965 1201 to 1299 | 700 666 1323 to 1349 | 835 539 5200 to 5999 | 870 541 7167 to 7239 |
| 683 118 2389 to 2399 | 700 786 9106 to 9142 | 835 813 3015 to 3099 | 870 575 8155 to 8999 |
| 683 378 2000 to 2099 | 700 859 0744 to 0758 | 838 518 1257 to 1299 | 870 589 0485 to 0494 |
| 683 378 2117 to 2299 | 701 028 6780 to 6899 | 839 718 8257 to 8299 | 870 691 7060 to 7099 |
| 683 415 1200 to 1499 | 701 213 3900 to 3999 | 840 323 0600 to 0699 | |

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 | 702 053 601 to 3 800 | 709 243 479 to 3 500 | 718 961 721 to 1 780 |
| 692 720 871 to 0 900 | 702 104 368 to 4 900 | 709 411 171 to 1 320 | 718 982 001 to 2 300 |
| 692 876 955 to 7 050 | 702 128 306 to 8 400 | 709 649 804 to 9 820 | 719 869 731 to 9 760 |
| 693 290 380 to 0 400 | 702 179 891 to 9 900 | 709 733 281 to 3 580 | 720 227 871 to 7 930 |
| 693 290 426 to 0 450 | 702 260 751 to 0 850 | 710 046 813 to 6 840 | 720 227 949 to 7 960 |
| 694 063 700 to 3 897 | 702 410 595 to 1 050 | 710 358 093 to 8 166 | 720 368 543 to 8 570 |
| 694 063 900 to 4 000 | 702 660 151 to 0 540 | 710 358 257 to 8 270 | 720 392 151 to 2 570 |
| 694 550 501 to 0 530 | 702 723 429 to 3 450 | 711 021 501 to 1 510 | 720 556 491 to 6 640 |
| 694 595 031 to 5 050 | 703 004 401 to 4 820 | 711 049 411 to 9 560 | 720 558 621 to 8 650 |
| 694 595 087 to 5 300 | 703 083 819 to 4 020 | 711 408 045 to 8 090 | 720 575 361 to 5 570 |
| 694 698 551 to 8 650 | 703 432 131 to 2 230 | 712 003 381 to 3 650 | 720 590 152 to 0 179 |
| 694 745 458 to 5 600 | 703 626 061 to 6 090 | 712 104 220 to 4 230 | 721 638 331 to 9 170 |
| 695 105 313 to 5 350 | 703 863 121 to 3 240 | 712 327 861 to 7 890 | 721 815 391 to 5 420 |
| 695 142 809 to 3 050 | 703 863 477 to 3 540 | 712 327 952 to 7 980 | 721 969 713 to 9 740 |
| 695 144 666 to 4 700 | 703 867 801 to 7 980 | 712 647 061 to 7 090 | 722 072 137 to 2 160 |
| 695 272 601 to 2 750 | 704 030 628 to 0 640 | 713 284 171 to 4 260 | 722 378 265 to 8 280 |
| 695 277 576 to 7 650 | 704 154 024 to 4 120 | 713 292 871 to 2 990 | 722 413 990 to 4 004 |
| 695 530 761 to 0 800 | 704 227 561 to 7 829 | 714 035 101 to 5 160 | 722 764 948 to 4 980 |
| 696 487 701 to 7 800 | 704 227 831 to 8 069 | 714 155 011 to 5 400 | 722 825 840 to 5 889 |
| 696 784 101 to 4 550 | 704 228 071 to 8 100 | 714 328 231 to 8 440 | 723 153 841 to 3 850 |
| 696 870 601 to 0 650 | 704 420 344 to 0 490 | 714 442 952 to 2 980 | 723 237 616 to 7 630 |
| 697 047 501 to 7 600 | 704 568 751 to 8 990 | 714 562 843 to 2 860 | 723 331 081 to 1 110 |
| 697 052 101 to 2 350 | 704 965 301 to 5 770 | 714 590 391 to 0 430 | 723 496 443 to 6 470 |
| 697 217 251 to 7 400 | 705 116 780 to 6 790 | 714 609 811 to 9 930 | 723 967 291 to 7 320 |
| 697 249 952 to 50 050 | 705 280 801 to 0 980 | 714 609 961 to 9 990 | 724 655 196 to 5 340 |
| 697 414 886 to 4 900 | 705 475 651 to 6 040 | 714 807 181 to 7 240 | 724 711 441 to 1 500 |
| 697 469 606 to 9 700 | 705 566 127 to 6 280 | 714 871 321 to 1 500 | 724 711 538 to 1 560 |
| 697 850 401 to 0 750 | 705 740 581 to 0 730 | 714 928 529 to 8 590 | 724 793 221 to 3 250 |
| 698 098 446 to 8 550 | 705 782 796 to 2 820 | 715 128 183 to 8 330 | 724 908 109 to 8 120 |
| 698 300 251 to 0 300 | 705 822 271 to 2 480 | 715 144 171 to 4 470 | 724 937 461 to 7 670 |
| 698 504 383 to 4 650 | 705 822 271 to 2 480 | 715 197 211 to 7 570 | 725 163 118 to 3 151 |
| 698 533 927 to 4 200 | 706 180 148 to 0 290 | 715 595 910 to 6 180 | 725 202 735 to 2 750 |
| 698 562 268 to 2 400 | 706 184 041 to 4 220 | 715 941 781 to 1 810 | 725 398 591 to 8 800 |
| 699 090 686 to 0 750 | 706 357 861 to 8 190 | 715 962 421 to 2 480 | 725 464 591 to 4 920 |
| 699 752 699 to 2 850 | 706 382 419 to 2 430 | 716 477 396 to 7 430 | 725 475 321 to 5 330 |
| 700 068 473 to 8 500 | 706 628 735 to 8 820 | 716 556 635 to 6 660 | 725 711 057 to 1 070 |
| 700 161 501 to 1 650 | 706 638 211 to 8 420 | 717 191 648 to 1 690 | 725 738 581 to 8 730 |
| 700 202 522 to 2 700 | 706 817 959 to 8 000 | 717 193 161 to 3 490 | 725 981 311 to 1 430 |
| 700 290 275 to 0 300 | 707 034 391 to 4 450 | 717 228 591 to 8 680 | 725 987 835 to 7 880 |
| 700 465 730 to 5 750 | 707 292 636 to 2 660 | 717 333 902 to 3 950 | 726 060 811 to 0 900 |
| 700 561 444 to 1 550 | 707 441 401 to 1 687 | 717 739 745 to 9 910 | 726 391 970 to 2 520 |
| 701 423 101 to 3 150 | 707 441 836 to 1 940 | 717 884 991 to 5 050 | 726 484 771 to 4 800 |
| 701 625 469 to 5 550 | 707 958 541 to 8 570 | 718 026 171 to 6 290 | 726 493 351 to 5 300 |
| 701 643 829 to 3 850 | 707 960 107 to 0 160 | 718 466 370 to 6 420 | 726 504 031 to 4 063 |
| 701 945 451 to 5 500 | 708 059 941 to 60 000 | 718 466 370 to 6 420 | 726 504 070 to 4 090 |
| 702 033 701 to 4 050 | 708 115 830 to 5 860 | 718 568 451 to 8 479 | 726 504 331 to 4 390 |
| 702 051 501 to 1 750 | 708 116 251 to 6 310 | 718 590 741 to 0 770 | 726 563 701 to 4 060 |
| | 708 138 301 to 8 480 | 718 714 210 to 4 370 | 726 599 371 to 9 460 |
| | 709 222 591 to 2 920 | 718 795 881 to 6 000 | |

| | | | | | | | | | | | |
|--------------------|-----------|--------------|--------------------|-----------|--------------|--------------------|-----------|--------------|--------------------|-----------|--------------|
| 726 626 356 | to | 6 370 | 734 440 031 | to | 0 111 | 742 408 771 | to | 8 830 | 754 013 917 | to | 3 940 |
| 727 182 271 | to | 2 510 | 734 797 201 | to | 7 320 | 742 512 120 | to | 2 150 | 754 161 061 | to | 1 120 |
| 727 416 181 | to | 6 240 | 734 939 611 | to | 9 640 | 742 684 849 | to | 4 890 | 754 358 445 | to | 8 610 |
| 727 481 431 | to | 1 460 | 734 950 111 | to | 0 170 | 742 839 553 | to | 9 630 | 754 410 451 | to | 0 660 |
| 727 749 241 | to | 9 780 | 735 120 331 | to | 0 840 | 742 913 668 | to | 3 700 | 754 438 393 | to | 8 410 |
| 728 382 331 | to | 2 480 | 735 283 008 | to | 3 020 | 742 917 287 | to | 7 296 | 754 493 109 | to | 3 130 |
| 728 702 338 | to | 2 400 | 735 293 131 | to | 3 220 | 742 921 891 | to | 1 980 | 754 664 182 | to | 4 220 |
| 728 915 371 | to | 5 850 | 735 635 010 | to | 5 040 | 742 983 631 | to | 3 810 | 754 816 377 | to | 6 470 |
| 728 953 141 | to | 3 410 | 735 783 961 | to | 3 990 | 743 020 021 | to | 0 170 | 755 487 421 | to | 7 600 |
| 728 954 280 | to | 4 310 | 735 803 401 | to | 3 430 | 743 206 491 | to | 6 500 | 755 592 901 | to | 3 140 |
| 729 169 081 | to | 9 140 | 736 005 420 | to | 5 440 | 743 235 992 | to | 6 050 | 755 790 020 | to | 0 030 |
| 729 363 841 | to | 3 870 | 736 366 021 | to | 6 110 | 743 940 631 | to | 0 900 | 755 791 730 | to | 1 800 |
| 729 682 891 | to | 3 190 | 736 624 456 | to | 4 500 | 743 978 011 | to | 8 070 | 755 926 951 | to | 7 070 |
| 729 838 940 | to | 9 070 | 736 670 851 | to | 1 060 | 744 234 751 | to | 4 780 | 755 934 332 | to | 4 510 |
| 729 839 101 | to | 9 130 | 736 767 061 | to | 7 090 | 744 499 591 | to | 9 680 | 755 957 701 | to | 8 000 |
| 730 077 683 | to | 7 840 | 736 767 093 | to | 7 120 | 744 626 901 | to | 6 910 | 755 962 981 | to | 3 280 |
| 730 109 847 | to | 9 880 | 736 982 191 | to | 2 370 | 745 388 794 | to | 8 910 | 756 035 371 | to | 5 490 |
| 730 373 761 | to | 3 850 | 736 982 551 | to | 2 730 | 746 446 806 | to | 6 820 | 756 301 257 | to | 1 290 |
| 730 501 951 | to | 2 130 | 737 110 141 | to | 0 170 | 746 818 351 | to | 8 410 | 756 371 565 | to | 1 580 |
| 730 519 379 | to | 9 470 | 737 185 501 | to | 5 710 | 747 245 266 | to | 5 280 | 756 876 031 | to | 6 120 |
| 730 569 278 | to | 9 360 | 737 317 321 | to | 7 350 | 747 364 813 | to | 4 830 | 756 876 151 | to | 6 240 |
| 730 711 711 | to | 1 740 | 737 517 781 | to | 7 840 | 747 501 434 | to | 1 450 | 756 970 129 | to | 0 140 |
| 730 722 991 | to | 3 230 | 737 628 181 | to | 8 210 | 747 739 891 | to | 0 070 | 757 059 613 | to | 9 630 |
| 730 845 970 | to | 5 990 | 737 634 258 | to | 4 270 | 748 148 649 | to | 8 760 | 757 078 540 | to | 8 560 |
| 730 888 291 | to | 8 320 | 738 361 971 | to | 1 980 | 748 259 960 | to | 9 970 | 757 086 209 | to | 6 240 |
| 730 927 591 | to | 7 680 | 738 447 601 | to | 7 660 | 748 565 162 | to | 5 280 | 757 240 591 | to | 0 650 |
| 731 307 914 | to | 7 930 | 738 648 355 | to | 8 450 | 748 874 988 | to | 5 030 | 757 277 371 | to | 7 700 |
| 731 402 431 | to | 2 460 | 738 849 811 | to | 9 900 | 749 137 381 | to | 7 410 | 757 291 591 | to | 2 730 |
| 731 407 232 | to | 7 320 | 738 892 270 | to | 2 290 | 749 190 192 | to | 0 210 | 757 964 251 | to | 4 280 |
| 731 588 301 | to | 8 340 | 738 997 259 | to | 7 380 | 749 685 421 | to | 5 450 | 758 105 221 | to | 5 250 |
| 731 767 273 | to | 7 320 | 739 161 451 | to | 1 540 | 749 846 791 | to | 6 850 | 758 324 941 | to | 5 000 |
| 731 781 061 | to | 1 120 | 739 219 381 | to | 9 440 | 749 993 131 | to | 3 580 | 758 593 628 | to | 3 650 |
| 731 837 821 | to | 7 910 | 739 740 151 | to | 0 180 | 750 071 587 | to | 1 610 | 758 709 038 | to | 9 060 |
| 731 841 377 | to | 1 450 | 739 793 491 | to | 3 520 | 750 408 167 | to | 8 183 | 758 744 101 | to | 4 160 |
| 732 018 481 | to | 8 600 | 739 793 527 | to | 3 550 | 750 438 421 | to | 8 501 | 758 850 883 | to | 0 900 |
| 732 067 972 | to | 8 370 | 739 942 621 | to | 2 650 | 750 743 911 | to | 4 030 | 759 152 851 | to | 2 880 |
| 732 188 649 | to | 8 670 | 739 999 231 | to | 9 320 | 750 779 118 | to | 9 400 | 759 740 941 | to | 1 090 |
| 732 193 460 | to | 3 470 | 740 011 517 | to | 1 530 | 750 910 981 | to | 1 010 | 760 004 596 | to | 4 610 |
| 732 201 241 | to | 1 390 | 740 030 701 | to | 0 970 | 750 960 841 | to | 0 900 | 760 118 191 | to | 8 250 |
| 732 220 431 | to | 0 440 | 740 261 740 | to | 1 820 | 751 296 211 | to | 6 240 | 760 155 001 | to | 5 090 |
| 732 355 201 | to | 5 380 | 740 265 811 | to | 6 290 | 751 539 121 | to | 9 180 | 760 378 002 | to | 8 020 |
| 732 472 320 | to | 2 560 | 740 299 111 | to | 9 170 | 751 541 311 | to | 1 790 | 761 055 460 | to | 5 480 |
| 732 541 605 | to | 1 620 | 740 299 231 | to | 9 260 | 751 757 641 | to | 7 700 | 761 504 941 | to | 5 120 |
| 732 572 221 | to | 2 490 | 740 329 266 | to | 9 320 | 751 936 951 | to | 7 010 | 761 516 836 | to | 6 850 |
| 732 586 479 | to | 6 710 | 740 889 081 | to | 9 090 | 751 951 861 | to | 1 890 | 761 516 851 | to | 6 910 |
| 732 994 037 | to | 4 080 | 741 010 421 | to | 0 530 | 751 999 021 | to | 9 110 | 761 613 588 | to | 3 600 |
| 733 163 449 | to | 3 460 | 741 113 041 | to | 3 370 | 752 139 516 | to | 9 570 | 761 688 631 | to | 8 690 |
| 733 297 171 | to | 7 290 | 741 373 891 | to | 4 340 | 752 182 892 | to | 2 950 | 761 805 199 | to | 5 240 |
| 733 446 631 | to | 7 110 | 741 452 369 | to | 2 490 | 752 206 861 | to | 7 100 | 761 826 106 | to | 6 120 |
| 733 474 665 | to | 4 770 | 741 492 991 | to | 3 140 | 752 295 241 | to | 5 600 | 761 881 171 | to | 1 560 |
| 733 704 482 | to | 4 570 | 741 553 460 | to | 3 470 | 752 731 351 | to | 1 410 | 762 304 144 | to | 4 170 |
| 733 751 041 | to | 1 130 | 741 764 431 | to | 4 520 | 752 767 441 | to | 7 470 | 762 324 931 | to | 4 960 |
| 734 009 101 | to | 9 130 | 742 178 834 | to | 8 880 | 753 008 941 | to | 9 030 | 766 205 616 | to | 5 640 |
| 734 290 759 | to | 0 770 | 742 325 500 | to | 5 520 | 753 194 311 | to | 4 370 | 766 388 433 | to | 8 460 |
| 734 389 273 | to | 9 290 | 742 325 668 | to | 5 700 | 753 620 378 | to | 0 400 | | | |

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 |
| 679,694,334 | 687,262,525 |
| 679,751,983 | 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 | |

— *Postal Inspection Service, 11-30-00*

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.

— *Postal Inspection Service, 11-30-00*

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 recycled. Retail/acceptance clerks must not accept Express Mail shipments bearing any of the invalid numbers (listed below) in the "customer num-

ber" 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.

| | | | | | | | | | | | | |
|---------------|--------|--------|--------|--------|--------|--------|---------------|--------|--------|--------|--------|---------------|
| 005021 | 009123 | 012379 | 016532 | 019132 | 028016 | 064798 | 088583 | 102391 | 115418 | 117502 | 124013 | 173074 |
| 005168 | 009203 | 012389 | 016542 | 019168 | 028024 | 064862 | 088619 | 103013 | 115457 | 117504 | 125232 | 174075 |
| 005341 | 009307 | 013224 | 016581 | 019194 | 028430 | 065158 | 088626 | 103201 | 115507 | 117510 | 126036 | 174077 |
| 005556 | 009312 | 013247 | 016616 | 019237 | 028488 | 066300 | 088670 | 103290 | 115539 | 117518 | 128119 | 176070 |
| 005664 | 009387 | 014015 | 016663 | 019313 | 028606 | 066340 | 088695 | 103292 | 115614 | 117521 | 128501 | 177065 |
| 005680 | 009426 | 014047 | 016685 | 019316 | 028683 | 066460 | 088711 | 106466 | 115693 | 117526 | 129864 | 180073 |
| 006103 | 009508 | 014055 | 016706 | 019550 | 028939 | 068243 | 088734 | 106606 | 115700 | 117532 | 129889 | 180082 |
| 006158 | 009566 | 014066 | 016727 | 019629 | 029049 | 068550 | 089713 | 107210 | 115704 | 117548 | 129920 | 184012 |
| 006244 | 009617 | 014082 | 016803 | 019876 | 029114 | 068604 | 090718 | 107228 | 115709 | 117553 | 129931 | 191017 |
| 006288 | 009619 | 014110 | 016866 | 020119 | 029411 | 069005 | 091067 | 107283 | 115716 | 117559 | 130031 | 191075 |
| 006312 | 009634 | 014116 | 016922 | 020457 | 029585 | 069025 | 091300 | 108083 | 115754 | 117561 | 130411 | 191261 |
| 006630 | 009702 | 014164 | 016926 | 020481 | 029731 | 069103 | 091334 | 108602 | 115817 | 117574 | 131018 | 191271 |
| 006733 | 009716 | 014278 | 016938 | 020592 | 029755 | 069324 | 091377 | 108791 | 115826 | 117595 | 131024 | 191282 |
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| 006841 | 009732 | 014329 | 018037 | 021206 | 031162 | 069495 | 092113 | 108908 | 115942 | 117627 | 132042 | 191418 |
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| 006991 | 009758 | 014462 | 018061 | 021378 | 033216 | 069762 | 093156 | 109290 | 117003 | 117667 | 132126 | 191864 |
| 007182 | 009771 | 014474 | 018074 | 021405 | 034013 | 069765 | 093217 | 109575 | 117021 | 117695 | 132162 | 191913 |
| 007193 | 009779 | 014475 | 018081 | 021441 | 038116 | 070020 | 093315 | 109628 | 117033 | 117713 | 132198 | 192018 |
| 007207 | 009960 | 014634 | 018148 | 021455 | 038137 | 070309 | 093483 | 109916 | 117037 | 117723 | 132216 | 192066 |
| 007261 | 010209 | 014670 | 018191 | 021470 | 038179 | 070364 | 094304 | 109974 | 117041 | 117727 | 132412 | 192086 |
| 007269 | 010249 | 014796 | 018250 | 021472 | 038481 | 070684 | 095143 | 110605 | 117045 | 117728 | 133021 | 192120 |
| 007311 | 010265 | 014885 | 018264 | 021570 | 038599 | 070771 | 095256 | 110844 | 117052 | 117743 | 135190 | 192269 |
| 007333 | 010270 | 014968 | 018290 | 021585 | 040068 | 071286 | 095353 | 110864 | 117079 | 117767 | 136001 | 192359 |
| 007347 | 010416 | 015022 | 018338 | 021626 | 040110 | 075007 | 095489 | 111141 | 117086 | 117769 | 136041 | 192388 |
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| 008002 | 010471 | 015080 | 018360 | 021687 | 041176 | 075313 | 096252 | 111488 | 117125 | 117780 | 136191 | 192457 |
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| 008328 | 011169 | 015297 | 018575 | 022287 | 054230 | 078884 | 098025 | 114528 | 117225 | 118119 | 142659 | 192988 |
| 008333 | 011225 | 015319 | 018578 | 022421 | 055138 | 079068 | 098029 | 114619 | 117229 | 118120 | 146805 | 193129 |
| 008562 | 011228 | 015352 | 018604 | 022483 | 055163 | 079155 | 098127 | 114621 | 117234 | 118347 | 146811 | 193151 |
| 008601 | 011278 | 015361 | 018677 | 022632 | 060287 | 079808 | 098368 | 115030 | 117243 | 118892 | 150124 | 193247 |
| 008658 | 011309 | 015413 | 018688 | 022638 | 060329 | 080146 | 098482 | 115036 | 117259 | 119029 | 150172 | 193348 |
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| 008778 | 011321 | 015431 | 018703 | 022713 | 060721 | 080248 | 098573 | 115097 | 117287 | 119156 | 150269 | 193436 |
| 008781 | 011356 | 015466 | 018705 | 022741 | 061031 | 080263 | 098737 | 115098 | 117297 | 120118 | 151176 | 193493 |
| 008787 | 011369 | 015502 | 018745 | 022820 | 061042 | 080282 | 098793 | 115122 | 117314 | 120214 | 151224 | 193539 |
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| 008934 | 012237 | 016071 | 018893 | 023610 | 064073 | 085800 | 100062 | 115238 | 117423 | 122390 | 153058 | 196159 |
| 009020 | 012267 | 016237 | 018894 | 026427 | 064095 | 088012 | 100070 | 115380 | 117432 | 122393 | 154040 | 197013 |
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| | | | | | | | | | | | | |
|--------|---------------|--------|--------|---------------|--------|---------------|---------------|--------|---------------|---------------|--------|---------------|
| 200525 | 272269 | 314941 | 332490 | 340883 | 443014 | 486046 | 570193 | 606374 | 681546 | 761004 | 801729 | 853616 |
| 200628 | 274119 | 315021 | 332496 | 340953 | 447064 | 486290 | 571055 | 606413 | 684003 | 761022 | 801744 | 853621 |
| 200629 | 274508 | 317127 | 332766 | 340958 | 450203 | 486300 | 571083 | 606483 | 701116 | 761023 | 802043 | 853639 |
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| 200993 | 277005 | 317284 | 333385 | 349446 | 452342 | 489385 | 581008 | 606574 | 701377 | 761717 | 802205 | 853669 |
| 207380 | 278087 | 317291 | 333403 | 349884 | 452431 | 489423 | 581201 | 606620 | 701390 | 761759 | 802240 | 853688 |
| 207934 | 280057 | 320173 | 333545 | 350083 | 452576 | 490042 | 585288 | 606870 | 701403 | 770061 | 802269 | 871567 |
| 208535 | 280101 | 320928 | 333558 | 352615 | 452599 | 490476 | 591074 | 606927 | 701614 | 770178 | 802716 | 891214 |
| 208905 | 281093 | 321188 | 333581 | 352686 | 454139 | 490547 | 591075 | 607220 | 701887 | 770179 | 802864 | 891253 |
| 210154 | 282624 | 321250 | 333674 | 352786 | 454343 | 490589 | 591090 | 607721 | 701930 | 770455 | 803059 | 891408 |
| 210301 | 282766 | 322001 | 334035 | 356004 | 454629 | 492112 | 591410 | 607807 | 705052 | 770513 | 805326 | 891480 |
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| 210494 | 283362 | 322139 | 335098 | 358013 | 460131 | 495401 | 591780 | 608134 | 711662 | 770732 | 805524 | 891676 |
| 210511 | 286058 | 322510 | 335171 | 362014 | 462981 | 495480 | 591801 | 608211 | 720014 | 770753 | 806186 | 891705 |
| 210605 | 286075 | 322531 | 335232 | 362072 | 463047 | 496051 | 591850 | 610145 | 724062 | 770801 | 809015 | 891792 |
| 210611 | 292304 | 322588 | 335234 | 366041 | 463068 | 496133 | 591992 | 610174 | 725028 | 771013 | 809060 | 891833 |
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| 221054 | 295141 | 326767 | 336153 | 381538 | 480598 | 531647 | 601073 | 617192 | 749105 | 775017 | 840091 | 898004 |
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| 221155 | 298010 | 327406 | 336378 | 382026 | 480713 | 532220 | 601193 | 628143 | 749167 | 781067 | 840597 | 900013 |
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| 221592 | 301204 | 328017 | 339051 | 402175 | 481630 | 542140 | 601518 | 631815 | 750457 | 782975 | 841232 | 900448 |
| 221696 | 301259 | 328018 | 339052 | 402193 | 481704 | 543180 | 601597 | 631894 | 750462 | 782990 | 841868 | 900560 |
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| 222116 | 301962 | 328067 | 340019 | 402525 | 481994 | 551017 | 602008 | 641034 | 752006 | 787051 | 850197 | 901573 |
| 222202 | 301989 | 328071 | 340056 | 402808 | 482742 | 551105 | 602103 | 641049 | 752049 | 787919 | 850679 | 901598 |
| 222219 | 302796 | 328814 | 340171 | 405079 | 482916 | 551110 | 602228 | 641066 | 752292 | 787938 | 850765 | 901619 |
| 222249 | 302988 | 328956 | 340210 | 405081 | 482929 | 551130 | 602366 | 641095 | 752316 | 788031 | 850781 | 901790 |
| 222282 | 303762 | 328976 | 340330 | 405114 | 483080 | 551134 | 602643 | 641226 | 752453 | 791154 | 852018 | 901796 |
| 222294 | 305473 | 329351 | 340365 | 405120 | 483148 | 551210 | 602730 | 641426 | 752513 | 791322 | 852026 | 902060 |
| 222298 | 311139 | 329595 | 340440 | 430167 | 483166 | 551229 | 602972 | 641522 | 752670 | 793005 | 852103 | 902095 |
| 223285 | 311480 | 329690 | 340458 | 430186 | 483178 | 551282 | 604200 | 641783 | 752675 | 794006 | 852107 | 902165 |
| 227104 | 311611 | 330255 | 340555 | 432555 | 483239 | 551329 | 604270 | 641908 | 752703 | 794293 | 853062 | 902303 |
| 232367 | 311650 | 330695 | 340568 | 432691 | 483404 | 551835 | 604293 | 660101 | 756014 | 797024 | 853065 | 902350 |
| 235202 | 312208 | 330827 | 340572 | 432866 | 483584 | 551847 | 604395 | 662130 | 757004 | 799034 | 853301 | 902415 |
| 235363 | 312268 | 331172 | 340649 | 432943 | 483721 | 551868 | 604660 | 662384 | 757226 | 799078 | 853309 | 902494 |
| 235486 | 312446 | 331279 | 340662 | 436187 | 483747 | 553475 | 604768 | 662444 | 757308 | 799159 | 853396 | 902574 |
| 235497 | 312477 | 331487 | 340700 | 437060 | 483854 | 553680 | 605135 | 662658 | 757355 | 799162 | 853398 | 902633 |
| 244015 | 314002 | 331622 | 340724 | 441135 | 483878 | 553751 | 605474 | 666135 | 757572 | 799200 | 853414 | 902932 |
| 257113 | 314154 | 331988 | 340725 | 441510 | 483962 | 553779 | 605663 | 668105 | 757587 | 799239 | 853424 | 903021 |
| 264006 | 314217 | 332108 | 340735 | 441538 | 485001 | 553935 | 605721 | 668115 | 759007 | 800513 | 853431 | 903067 |
| 270008 | 314268 | 332157 | 340737 | 441573 | 485144 | 554312 | 605768 | 672004 | 760106 | 801383 | 853521 | 903181 |
| 272066 | 314375 | 332174 | 340803 | 441637 | 485170 | 554354 | 606029 | 674285 | 760111 | 801497 | 853555 | 903783 |
| 272163 | 314851 | 332232 | 340867 | 441774 | 485310 | 554385 | 606173 | 681324 | 760138 | 801677 | 853569 | 903904 |

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|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 904277 | 907778 | 914635 | 917345 | 921588 | 926300 | 927579 | 931041 | 940167 | 951625 | 967388 | 970548 | 982264 |
| 904285 | 907794 | 914794 | 917433 | 921594 | 926350 | 927611 | 931130 | 940259 | 951644 | 967414 | 970554 | 982436 |
| 904413 | 907897 | 914891 | 917434 | 921607 | 926406 | 927637 | 931245 | 940399 | 951718 | 967433 | 970584 | 983058 |
| 904428 | 910316 | 915004 | 917440 | 921608 | 926494 | 927670 | 931305 | 940400 | 951779 | 968169 | 970736 | 984180 |
| 904714 | 910335 | 915037 | 917452 | 921703 | 926519 | 927744 | 931322 | 940740 | 951804 | 968215 | 972449 | 988044 |
| 904715 | 910378 | 915048 | 917486 | 921817 | 926618 | 927755 | 931323 | 940768 | 951896 | 968300 | 972511 | 992737 |
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| 904731 | 911302 | 915081 | 917722 | 921931 | 926647 | 928220 | 931592 | 941363 | 951959 | 968560 | 973224 | 995078 |
| 904743 | 911329 | 915119 | 917742 | 924271 | 926654 | 928325 | 931706 | 941442 | 952234 | 968567 | 976027 | 995401 |
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| 904774 | 913031 | 915367 | 917840 | 924596 | 926685 | 928346 | 931749 | 941535 | 953349 | 968646 | 980654 | 995822 |
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| 906309 | 913050 | 915388 | 918064 | 924678 | 926760 | 928397 | 931856 | 941851 | 958612 | 968669 | 980860 | 995966 |
| 906343 | 913540 | 915407 | 918193 | 925172 | 926804 | 928401 | 931912 | 946531 | 958674 | 968726 | 980979 | 997312 |
| 906863 | 913557 | 915410 | 918463 | 925189 | 926882 | 928644 | 931941 | 946560 | 958753 | 968810 | 981600 | 998318 |
| 906889 | 913734 | 915411 | 918481 | 925215 | 926911 | 928703 | 932770 | 948162 | 958768 | 968813 | 981868 | 999305 |
| 906936 | 914020 | 915616 | 918974 | 925216 | 927038 | 928839 | 935138 | 948310 | 958898 | 968871 | 981937 | |
| 906942 | 914054 | 915645 | 918985 | 926037 | 927044 | 928894 | 935228 | 948390 | 967033 | 968954 | 982036 | |
| 906950 | 914119 | 915670 | 920025 | 926039 | 927070 | 930010 | 935243 | 948579 | 967041 | 968959 | 982043 | |
| 907004 | 914203 | 917100 | 920080 | 926045 | 927157 | 930226 | 935257 | 948624 | 967061 | 968961 | 982055 | |
| 907024 | 914213 | 917163 | 920184 | 926050 | 927185 | 930266 | 935285 | 949133 | 967076 | 968976 | 982081 | |
| 907122 | 914244 | 917192 | 920369 | 926066 | 927193 | 930297 | 936079 | 949509 | 967087 | 968981 | 982085 | |
| 907236 | 914323 | 917209 | 920376 | 926101 | 927231 | 930323 | 936102 | 949618 | 967141 | 968985 | 982153 | |
| 907238 | 914386 | 917226 | 920402 | 926181 | 927306 | 930335 | 937253 | 950614 | 967224 | 968999 | 982170 | |
| 907255 | 914458 | 917244 | 921322 | 926220 | 927450 | 930359 | 937619 | 950777 | 967237 | 970235 | 982224 | |
| 907322 | 914460 | 917252 | 921495 | 926224 | 927490 | 930386 | 937698 | 950903 | 967260 | 970323 | 982237 | |
| 907583 | 914527 | 917256 | 921580 | 926267 | 927533 | 930399 | 939093 | 950923 | 967314 | 970351 | 982243 | |

International Mail

IMM REVISION

Global Express Guaranteed Service Areas

Effective November 30, 2000, *International Mail Manual* (IMM) 215.31 is revised to reflect changes to the list of post offices at which Global Express Guaranteed (GXG) items can be entered. These revisions will be incorporated into both the printed version of IMM Issue 24 and the on-line IMM, which can be accessed via Postal Explorer (<http://pe.usps.gov>).

International Mail Manual (IMM)

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2 Conditions for Mailing

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215 Global Express Guaranteed

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215.31 Origins

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| Code | State | ZIP Code Areas |
|------|----------------------|--|
| AL | Alabama | 352, 356–358, 361–362, 366, 368 |
| AR | Arkansas | 722–723 |
| AZ | Arizona | 850, 852–853, 857 |
| CA | California | 900, 902–908, 910–918, 920–921, 926–928, 934, 936–937, 939–941, 943–951, 954 |
| CO | Colorado | 800–803, 805–806, 808–810 |
| CT | Connecticut | 060–069 |
| DC | District of Columbia | 200, 202–203, 205 |
| DE | Delaware | 197–199 |
| FL | Florida | 320–323, 326–338, 342, 344, 346–347, 349 |
| GA | Georgia | 299–319 |
| IA | Iowa | 500–507, 510–511, 515–516, 520, 522–528 |
| IL | Illinois | 600–620, 622, 625–627, 629 |
| IN | Indiana | 460–479 |
| KS | Kansas | 660–662, 667, 674, 676 |
| KY | Kentucky | 400–406, 410–416, 421–424, 427 |
| LA | Louisiana | 700–701, 703–704, 707–708 |
| MA | Massachusetts | 010–027 |
| MD | Maryland | 206–212, 214, 217, 219 |
| ME | Maine | 039–041 |
| MI | Michigan | 480–497 |
| MN | Minnesota | 550–551, 553–554, 558–563 |
| MO | Missouri | 630–631, 633, 636–641, 644–648, 654–658 |

| Code | State | ZIP Code Areas |
|------|----------------|--|
| MS | Mississippi | 383, 386–392, 394–397 |
| MT | Montana | 591 |
| NC | North Carolina | 270–282, 286 |
| NE | Nebraska | 680–681, 685–687 |
| NH | New Hampshire | 010–011, 030–034, 036–038 |
| NJ | New Jersey | 070–089 |
| NM | New Mexico | 871 |
| NY | New York | 100–101, 103–149 |
| OH | Ohio | 430–458 |
| OK | Oklahoma | 730–731, 734–738, 740–741, 743–748 |
| OR | Oregon | 972 |
| PA | Pennsylvania | 150–168, 170–176, 178–179, 189–191, 193–196 |
| PR | Puerto Rico | 006–007, 009 |
| RI | Rhode Island | 028–029 |
| SC | South Carolina | 297–299 |
| SD | South Dakota | 570–571 |
| TN | Tennessee | 370–374, 376–385 |
| TX | Texas | 750–756, 759–764, 768–770, 772–778, 780–782, 784, 786–788, 791, 794–796, 799 |
| UT | Utah | 840–841, 843–847 |
| VA | Virginia | 201, 220–227, 230–239 |
| VI | Virgin Islands | 008 |
| VT | Vermont | 054, 056 |
| WA | Washington | 980–985, 988–989 |
| WI | Wisconsin | 530–532, 534, 540, 546–548 |
| WV | West Virginia | 250–257, 260, 267 |
| WY | Wyoming | 820 |

— Business Initiatives, Expedited/Package Services, 11-30-00

IMM REVISION

International Mail — Changes in Mail Classifications, Postage Rates, and Fees

International mail categories and most postage rates and fees for special services are changing concurrent with the implementation of new domestic postage rates and fees. In addition, a number of mail and special services are eliminated. This serves as an overview of the changes and provides the new postage rates and fees for international mail. *International Mail Manual* Issue 24 (January 2001) includes all relevant changes. Chapters 1 and 2 are printed in their entirety in this *Postal Bulletin*. For other chapters, only sections that have changed are printed.

The new classifications are based on speed of service rather than the content of the item. Employees should be aware that a number of international mail categories will no longer be available.

The following categories of international mail will be offered:

- Global Express Guaranteed (GXG) (formerly Priority Mail Global Guaranteed (PMGG)).
- Global Express Mail (formerly Express Mail International Service (EMS)).
- Global Priority Mail.
- Airmail (including both letter-post and parcel post).
- Economy mail (including both letter-post and parcel post).

Global Express Guaranteed (GXG) is the U.S. Postal Service's premium international mail service. GXG is an expedited delivery service that is the product of a business alliance between the U.S. Postal Service and DHL Worldwide Express, Inc. It provides reliable, high-speed, date-certain service from designated U.S. ZIP Code areas to locations in most destination countries and territorial possessions. There are two mail classifications with this service: GXG Document Service and GXG Non-Document Service. The rate structure for Non-Document service is separate and distinct from the rate structure for GXG Document Service. There are no changes in the rates, weight and size limits, or other conditions for this service at this time. Regulations for this service are moved to IMM 210. Postage rates for GXG will be published in a future article.

Global Express Mail (formerly Express Mail International Service) is an expedited mail service that can be used to send documents and merchandise to most of the country locations that are individually listed in the IMM. Principal features include insurance coverage against loss, damage, or rifling, up to a maximum of \$500, at no additional charge. On Demand service is retained; however, Custom Designed service is eliminated. Size and weight limits are not

changed, although they do vary by country of destination. Regulations are moved to IMM 220.

Global Priority Mail (GPM) is an accelerated airmail service that provides customers with a reliable and economical means of sending correspondence, documents, printed matter, and light-weight merchandise items to certain foreign destinations. GPM items receive priority handling within the U.S. Postal Service and the postal administration of the destination country. Senders can pay flat-rate postage by placing their contents into a standardized GPM envelope or pay variable-weight postage by affixing a GPM sticker to an envelope, box, or other customer-furnished packaging. There are no changes to this service. The maximum weight limit is 4 pounds. Regulations are moved to IMM 230.

Airmail may be used to send both letter-post items and parcel post packages to most foreign countries. Letter-post is a generic term for mailpieces of differing shapes, sizes, and contents, weighing four pounds or less, that are subject to the provisions of the Universal Postal Union (UPU) Convention. Letter-post items may contain any mailable matter that is not prohibited by the destination country. At the sender's option, special services, such as registry, return receipt, and recorded delivery, may be added on a country-specific basis. Parcel post, which is otherwise referred to as "CP" mail, is differentiated from letter-post because it is governed by the provisions of the UPU Postal Parcels Agreement. Parcel post is primarily designed to accommodate larger and heavier shipments, whose size or weight transcends the established limitations for letter-post items. It also affords senders the opportunity to obtain optional mailing services, such as insurance coverage and return receipt, which would otherwise be unavailable.

Economy mail includes letter-post and parcel post transported by surface. They are subject to the same regulatory requirements and conditions of mailing as the airmail letter-post and parcel post items. The substantive differences between the two levels of service primarily relate to mode of transportation (air versus surface), speed of service, and price.

Letter-post encompasses letters and cards ("LC" items), printed papers, literature for the blind, and small packets ("AO" items). There will no longer be separate rates for printed matter or small packets. These categories are included with letter-post, either airmail or economy. Regulations for letter-post are published in IMM 240.

The conditions for parcel post are unchanged. Regulations are moved to IMM 280.

A number of rates and special services are eliminated. These are:

- Express Mail International Custom Designed Service.
- ValuePost/Canada.
- Single piece rates for books and sheet music (a bulk rate is available).
- Separate rates for regular printed matter.
- Separate rates for small packets.
- Recall/change of address service.
- Special delivery.
- Special handling.
- Storage changes.

Retail terminals will be changed to reflect the new classification structure, postage rates, and fees on the effective date of the changes.

Nondenominated stamps intended for use on domestic mail are honored as valid postage, at the established domestic rate, if used on international mail.

Publication 51, *International Postal Rates and Fees*, will be automatically distributed in limited numbers to CAG A–C offices and to district Customer Service Support managers. Poster 51, *International Postal Rates and Fees*, will not be distributed automatically. Poster 51 and additional copies of Publication 51 may be ordered from the Material Distribution Center (MDC). Ordering instructions will be published in the *Postal Bulletin* as soon as these items are available.

IMM 24 will be distributed automatically to all postal facilities in the usual manner.

The following international postage statements are revised and new statements are added to implement the international rates and classification changes. These statements are dated January 2001. Previous versions of these forms will be obsolete and must be recycled. New or revised statements include:

- PS Form 3653, *International Global Priority Airmail — Permit Imprint*.
- PS Form 3650, *International Surface Air Lift*.
- PS Form 3651-LP, *International Letter-Post — Permit Imprint*.
- PS Form 3651-M, *International Mail — M-Bag: Permit Imprint*.
- PS Form 3652, *International Priority Airmail*.
- PS Form 3651-PP, *International Parcel Post — Permit Imprint*.

The Postal Service has split PS Form 3651 into three individual forms to allow for accurate and separate reporting of postage rates, surcharges, and special service fees. PS Form 3651-LP is required for pieces subject to rates for postcards and postal cards; letter-post airmail; letter-post economy; books and sheet music (bulk); and other, which is reserved for reporting special international customized mailings. PS Form 3561, *M-Bags (Direct Sack of Printed Matter to One Addressee)*, is a new statement that captures a minimum M-bag rate plus an excess weight charge for weights over 11 pounds. PS Form 3651-PP is used for reporting pieces subject to the parcel post airmail or economy rates. PS Form 3650 is revised and reformatted to report the per-piece and new minimum M-bag charge and to expand the rate groups from four to eight. The postage computation section now appears on the reverse side. PS Form 3652 is also revised to expand the rate groups from four to eight. PS Form 3653 is revised to expand the rate groups.

The following domestic statements will continue to be used for international mailings when the piece is subject to the periodical rate or a special service is used:

- PS Form 3541, *Periodicals One Issue or One Edition*.
- PS Form 3541-M, *Periodicals — All Issues in a Calendar Month*.
- PS Form 3540-S, *Postage Statement — Supplement*.

An initial distribution of the new or revised international postage statements will be included with the distribution of domestic postage statements. The printed postage statements will arrive in the field in late January. Until then, new and revised international postage statements are available on the Postal Service Web site (<http://www.usps.com>) in a print-only format. They can be printed locally and completed manually. Wherever possible, postmasters and managers of business mail entry should encourage their customers and staff to use the Postal Service Web site to obtain postage statements. Post offices also may make copies of the postage statements that appear on pages 114–123 of this *Postal Bulletin*.

Managers of business mail entry, working with their district rate implementation coordinator, should ensure that all post offices and detached mail units within their district's service area have access to these international statements to satisfy local mailers' needs. District offices must supply post offices without Internet access with postage statements until printed statements are available.

International Rates and Fees

Global Express Mail

| Weight Not Over (lbs.) | Rate Group 1 (Canada) | Rate Group 2 (Mexico) | Rate Group 3 (Great Britain & No. Ireland) | Rate Group 4 (Japan) | Rate Group 5 (China) | Rate Group 6 | Rate Group 7 |
|------------------------|-----------------------|-----------------------|--|----------------------|----------------------|--------------|--------------|
| .5 | \$15.50 | \$16.75 | \$20.00 | \$17.00 | \$19.00 | \$17.00 | \$23.00 |
| 1 | 16.25 | 20.00 | 24.75 | 21.00 | 22.75 | 19.15 | 26.00 |
| 2 | 17.00 | 23.70 | 28.75 | 25.00 | 26.05 | 21.65 | 29.00 |
| 3 | 18.25 | 27.60 | 32.75 | 29.00 | 30.50 | 24.95 | 32.00 |
| 4 | 19.25 | 31.10 | 35.75 | 33.00 | 34.90 | 28.15 | 35.00 |
| 5 | 20.50 | 34.20 | 38.75 | 36.75 | 39.20 | 31.85 | 38.00 |
| 6 | 22.75 | 36.40 | 41.75 | 40.05 | 43.45 | 34.95 | 41.20 |
| 7 | 25.00 | 38.60 | 44.75 | 43.35 | 47.70 | 38.05 | 44.40 |
| 8 | 27.25 | 40.80 | 47.75 | 46.65 | 51.95 | 41.15 | 47.60 |
| 9 | 29.50 | 43.00 | 50.75 | 49.95 | 56.20 | 44.25 | 50.80 |
| 10 | 31.75 | 45.20 | 53.75 | 53.25 | 60.45 | 47.35 | 54.00 |
| 11 | 34.00 | 47.40 | 56.75 | 56.55 | 64.70 | 50.45 | 57.20 |
| 12 | 36.25 | 49.60 | 59.75 | 59.85 | 68.95 | 53.55 | 60.40 |
| 13 | 38.50 | 51.80 | 62.75 | 63.15 | 73.20 | 56.65 | 63.60 |
| 14 | 40.75 | 54.00 | 65.75 | 66.45 | 77.45 | 59.75 | 66.80 |
| 15 | 43.00 | 56.20 | 68.75 | 69.75 | 81.70 | 62.85 | 70.00 |
| 16 | 45.25 | 58.40 | 71.75 | 73.05 | 85.95 | 65.95 | 73.20 |
| 17 | 47.50 | 60.60 | 74.75 | 76.35 | 90.20 | 69.05 | 76.40 |
| 18 | 49.75 | 62.80 | 77.75 | 79.65 | 94.45 | 72.15 | 79.60 |
| 19 | 52.00 | 65.00 | 80.75 | 82.95 | 98.70 | 75.25 | 82.80 |
| 20 | 54.25 | 67.20 | 83.75 | 86.25 | 102.95 | 78.35 | 86.00 |
| 21 | 56.50 | 69.40 | 86.75 | 89.55 | 107.20 | 81.45 | 89.20 |
| 22 | 58.75 | 71.60 | 89.75 | 92.85 | 111.45 | 84.55 | 92.40 |
| 23 | 61.00 | 73.80 | 92.75 | 96.15 | 115.70 | 87.65 | 95.60 |
| 24 | 63.25 | 76.00 | 95.75 | 99.45 | 119.95 | 90.75 | 98.80 |
| 25 | 65.50 | 78.20 | 98.75 | 102.75 | 124.20 | 93.85 | 102.00 |
| 26 | 67.75 | 80.40 | 101.75 | 106.05 | 128.45 | 96.95 | 105.20 |
| 27 | 70.00 | 82.60 | 104.75 | 109.35 | 132.70 | 100.05 | 108.40 |
| 28 | 72.25 | 84.80 | 107.75 | 112.65 | 136.95 | 103.15 | 111.60 |
| 29 | 74.50 | 87.00 | 110.75 | 115.95 | 141.20 | 106.25 | 114.80 |
| 30 | 76.75 | 89.20 | 113.75 | 119.25 | 145.45 | 109.35 | 118.00 |
| 31 | 79.00 | 91.40 | 116.75 | 122.55 | 149.70 | 112.45 | 121.20 |
| 32 | 81.25 | 93.60 | 119.75 | 125.85 | 153.95 | 115.55 | 124.40 |
| 33 | 83.50 | 95.80 | 122.75 | 129.15 | 158.20 | 118.65 | 127.60 |
| 34 | 85.75 | 98.00 | 125.75 | 132.45 | 162.45 | 121.75 | 130.80 |
| 35 | 88.00 | 100.20 | 128.75 | 135.75 | 166.70 | 124.85 | 134.00 |
| 36 | 90.25 | 102.40 | 131.75 | 139.05 | 170.95 | 127.95 | 137.20 |
| 37 | 92.50 | 104.60 | 134.75 | 142.35 | 175.20 | 131.05 | 140.40 |
| 38 | 94.75 | 106.80 | 137.75 | 145.65 | 179.45 | 134.15 | 143.60 |
| 39 | 97.00 | 109.00 | 140.75 | 148.95 | 183.70 | 137.25 | 146.80 |
| 40 | 99.25 | 111.20 | 143.75 | 152.25 | 187.95 | 140.35 | 150.00 |
| 41 | 101.50 | 113.40 | 146.75 | 155.55 | 192.20 | 143.45 | 153.20 |
| 42 | 103.75 | 115.60 | 149.75 | 158.85 | 196.45 | 146.55 | 156.40 |
| 43 | 106.00 | 117.80 | 152.75 | 162.15 | 200.70 | 149.65 | 159.60 |
| 44 | 108.25 | 120.00 | 155.75 | 165.45 | 204.95 | 152.75 | 162.80 |
| 45 | 110.50 | 122.20 | 158.75 | 168.75 | 209.20 | 155.85 | 166.00 |
| 46 | 112.75 | 124.40 | 161.75 | 172.05 | 213.45 | 158.95 | 169.20 |
| 47 | 115.00 | 126.60 | 164.75 | 175.35 | 217.70 | 162.05 | 172.40 |
| 48 | 117.25 | 128.80 | 167.75 | 178.65 | 221.95 | 165.15 | 175.60 |
| 49 | 119.50 | 131.00 | 170.75 | 181.95 | 226.20 | 168.25 | 178.80 |
| 50 | 121.75 | 133.20 | 173.75 | 185.25 | 230.45 | 171.35 | 182.00 |
| 51 | 124.00 | 135.40 | 176.75 | 188.55 | 234.70 | 174.45 | 185.20 |
| 52 | 126.25 | 137.60 | 179.75 | 191.85 | 238.95 | 177.55 | 188.40 |
| 53 | 128.50 | 139.80 | 182.75 | 195.15 | 243.20 | 180.65 | 191.60 |
| 54 | 130.75 | 142.00 | 185.75 | 198.45 | 247.45 | 183.75 | 194.80 |
| 55 | 133.00 | 144.20 | 188.75 | 201.75 | 251.70 | 186.85 | 198.00 |
| 56 | 135.25 | 146.40 | 191.75 | 205.05 | 255.95 | 189.95 | 201.20 |
| 57 | 137.50 | 148.60 | 194.75 | 208.35 | 260.20 | 193.05 | 204.40 |
| 58 | 139.75 | 150.80 | 197.75 | 211.65 | 264.45 | 196.15 | 207.60 |
| 59 | 142.00 | 153.00 | 200.75 | 214.95 | 268.70 | 199.25 | 210.80 |
| 60 | 144.25 | 155.20 | 203.75 | 218.25 | 272.95 | 202.35 | 214.00 |
| 61 | 146.50 | 157.40 | 206.75 | 221.55 | 277.20 | 205.45 | 217.20 |

| Weight Not Over (lbs.) | Rate Group 1 (Canada) | Rate Group 2 (Mexico) | Rate Group 3 (Great Britain & No. Ireland) | Rate Group 4 (Japan) | Rate Group 5 (China) | Rate Group 6 | Rate Group 7 |
|------------------------|-----------------------|-----------------------|--|----------------------|----------------------|--------------|--------------|
| 62 | \$148.75 | \$159.60 | \$209.75 | \$224.85 | \$281.45 | \$208.55 | \$220.40 |
| 63 | 151.00 | 161.80 | 212.75 | 228.15 | 285.70 | 211.65 | 223.60 |
| 64 | 153.25 | 164.00 | 215.75 | 231.45 | 289.95 | 214.75 | 226.80 |
| 65 | 155.50 | 166.20 | 218.75 | 234.75 | 294.20 | 217.85 | 230.00 |
| 66 | 157.75 | 168.40 | 221.75 | 238.05 | 298.45 | 220.95 | 233.20 |
| 67 | — | — | — | — | — | 224.05 | 236.40 |
| 68 | — | — | — | — | — | 227.15 | 239.60 |
| 69 | — | — | — | — | — | 230.25 | 242.80 |
| 70 | — | — | — | — | — | 233.35 | 246.00 |

Global Express Mail (continued)

| Weight Not Over (lbs.) | Rate Group 8 | Rate Group 9 | Rate Group 10 | Rate Group 11 | Rate Group 12 |
|------------------------|--------------|--------------|---------------|---------------|---------------|
| .5 | \$17.00 | \$19.00 | \$22.75 | \$28.50 | \$22.25 |
| 1 | 20.50 | 22.00 | 25.25 | 31.25 | 24.75 |
| 2 | 24.00 | 26.00 | 28.25 | 35.50 | 28.00 |
| 3 | 28.00 | 30.00 | 32.50 | 40.50 | 32.00 |
| 4 | 32.00 | 35.00 | 36.50 | 44.75 | 36.00 |
| 5 | 36.00 | 40.00 | 40.75 | 49.75 | 40.00 |
| 6 | 40.20 | 44.65 | 45.00 | 54.50 | 44.00 |
| 7 | 44.40 | 49.30 | 49.25 | 59.25 | 48.00 |
| 8 | 48.60 | 53.95 | 53.50 | 64.00 | 52.00 |
| 9 | 52.80 | 58.60 | 57.75 | 68.75 | 56.00 |
| 10 | 57.00 | 63.25 | 62.00 | 73.50 | 60.00 |
| 11 | 61.20 | 67.90 | 66.25 | 78.25 | 64.00 |
| 12 | 65.40 | 72.55 | 70.50 | 83.00 | 68.00 |
| 13 | 69.60 | 77.20 | 74.75 | 87.75 | 72.00 |
| 14 | 73.80 | 81.85 | 79.00 | 92.50 | 76.00 |
| 15 | 78.00 | 86.50 | 83.25 | 97.25 | 80.00 |
| 16 | 82.20 | 91.15 | 87.50 | 102.00 | 84.00 |
| 17 | 86.40 | 95.80 | 91.75 | 106.75 | 88.00 |
| 18 | 90.60 | 100.45 | 96.00 | 111.50 | 92.00 |
| 19 | 94.80 | 105.10 | 100.25 | 116.25 | 96.00 |
| 20 | 99.00 | 109.75 | 104.50 | 121.00 | 100.00 |
| 21 | 103.20 | 114.40 | 108.75 | 125.75 | 104.00 |
| 22 | 107.40 | 119.05 | 113.00 | 130.50 | 108.00 |
| 23 | 111.60 | 123.70 | 117.25 | 135.25 | 112.00 |
| 24 | 115.80 | 128.35 | 121.50 | 140.00 | 116.00 |
| 25 | 120.00 | 133.00 | 125.75 | 144.75 | 120.00 |
| 26 | 124.20 | 137.65 | 130.00 | 149.50 | 124.00 |
| 27 | 128.40 | 142.30 | 134.25 | 154.25 | 128.00 |
| 28 | 132.60 | 146.95 | 138.50 | 159.00 | 132.00 |
| 29 | 136.80 | 151.60 | 142.75 | 163.75 | 136.00 |
| 30 | 141.00 | 156.25 | 147.00 | 168.50 | 140.00 |
| 31 | 145.20 | 160.90 | 151.25 | 173.25 | 144.00 |
| 32 | 149.40 | 165.55 | 155.50 | 178.00 | 148.00 |
| 33 | 153.60 | 170.20 | 159.75 | 182.75 | 152.00 |
| 34 | 157.80 | 174.85 | 164.00 | 187.50 | 156.00 |
| 35 | 162.00 | 179.50 | 168.25 | 192.25 | 160.00 |
| 36 | 166.20 | 184.15 | 172.50 | 197.00 | 164.00 |
| 37 | 170.40 | 188.80 | 176.75 | 201.75 | 168.00 |
| 38 | 174.60 | 193.45 | 181.00 | 206.50 | 172.00 |
| 39 | 178.80 | 198.10 | 185.25 | 211.25 | 176.00 |
| 40 | 183.00 | 202.75 | 189.50 | 216.00 | 180.00 |
| 41 | 187.20 | 207.40 | 193.75 | 220.75 | 184.00 |
| 42 | 191.40 | 212.05 | 198.00 | 225.50 | 188.00 |
| 43 | 195.60 | 216.70 | 202.25 | 230.25 | 192.00 |
| 44 | 199.80 | 221.35 | 206.50 | 235.00 | 196.00 |
| 45 | 204.00 | 226.00 | 210.75 | 239.75 | 200.00 |
| 46 | 208.20 | 230.65 | 215.00 | 244.50 | 204.00 |
| 47 | 212.40 | 235.30 | 219.25 | 249.25 | 208.00 |
| 48 | 216.60 | 239.95 | 223.50 | 254.00 | 212.00 |
| 49 | 220.80 | 244.60 | 227.75 | 258.75 | 216.00 |
| 50 | 225.00 | 249.25 | 232.00 | 263.50 | 220.00 |

| Weight Not Over (lbs.) | Rate Group 8 | Rate Group 9 | Rate Group 10 | Rate Group 11 | Rate Group 12 |
|------------------------|--------------|--------------|---------------|---------------|---------------|
| 51 | \$229.20 | \$253.90 | \$236.25 | \$268.25 | \$224.00 |
| 52 | 233.40 | 258.55 | 240.50 | 273.00 | 228.00 |
| 53 | 237.60 | 263.20 | 244.75 | 277.75 | 232.00 |
| 54 | 241.80 | 267.85 | 249.00 | 282.50 | 236.00 |
| 55 | 246.00 | 272.50 | 253.25 | 287.25 | 240.00 |
| 56 | 250.20 | 277.15 | 257.50 | 292.00 | 244.00 |
| 57 | 254.40 | 281.80 | 261.75 | 296.75 | 248.00 |
| 58 | 258.60 | 286.45 | 266.00 | 301.50 | 252.00 |
| 59 | 262.80 | 291.10 | 270.25 | 306.25 | 256.00 |
| 60 | 267.00 | 295.75 | 274.50 | 311.00 | 260.00 |
| 61 | 271.20 | 300.40 | 278.75 | 315.75 | 264.00 |
| 62 | 275.40 | 305.05 | 283.00 | 320.50 | 268.00 |
| 63 | 279.60 | 309.70 | 287.25 | 325.25 | 272.00 |
| 64 | 283.80 | 314.35 | 291.50 | 330.00 | 276.00 |
| 65 | 288.00 | 319.00 | 295.75 | 334.75 | 280.00 |
| 66 | 292.20 | 323.65 | 300.00 | 339.50 | 284.00 |
| 67 | 296.40 | 328.30 | 304.25 | 344.25 | 288.00 |
| 68 | 300.60 | 332.95 | 308.50 | 349.00 | 292.00 |
| 69 | 304.80 | 337.60 | 312.75 | 353.75 | 296.00 |
| 70 | 309.00 | 342.25 | 317.00 | 358.50 | 300.00 |

EMS corporate account: 5 percent discount from single piece rates.

Global Priority Mail

Small Envelope

| Rate Group 1 (Canada) | Rate Group 2 (Mexico) | Rate Group 3 | Rate Group 4 (Australia, Japan, New Zealand) | Rate Group 5 |
|-----------------------|-----------------------|--------------|--|--------------|
| \$4.00 | \$4.00 | \$5.00 | \$5.00 | \$5.00 |

Large Envelope

| Rate Group 1 (Canada) | Rate Group 2 (Mexico) | Rate Group 3 | Rate Group 4 (Australia, Japan, New Zealand) | Rate Group 5 |
|-----------------------|-----------------------|--------------|--|--------------|
| \$7.00 | \$7.00 | \$9.00 | \$9.00 | \$9.00 |

Variable Weight

| Weight Not Over (lbs.) | Rate Group 1 (Canada) | Rate Group 2 (Mexico) | Rate Group 3 | Rate Group 4 (Australia, Japan, New Zealand) | Rate Group 5 |
|------------------------|-----------------------|-----------------------|--------------|--|--------------|
| .5 | \$6.00 | \$7.00 | \$8.00 | \$9.00 | \$8.00 |
| 1 | 8.00 | 9.00 | 10.00 | 11.00 | 12.00 |
| 1.5 | 9.00 | 10.00 | 12.00 | 13.00 | 14.00 |
| 2 | 11.00 | 13.00 | 15.00 | 16.00 | 17.00 |
| 2.5 | 12.00 | 16.00 | 18.00 | 19.00 | 21.00 |
| 3 | 14.00 | 19.00 | 21.00 | 22.00 | 24.00 |
| 3.5 | 16.00 | 22.00 | 23.00 | 24.00 | 28.00 |
| 4 | 18.00 | 25.00 | 26.00 | 27.00 | 31.00 |

Airmail

Letter-post (Aerogrammes: \$0.70. Postcards: Canada and Mexico, \$0.50; rest of world, \$0.70).

Single Piece Letter-Post

| Weight Not Over (ozs.) | Rate Group 1 (Canada) | Rate Group 2 (Mexico) | Rate Group 3 | Rate Group 4 (Australia, Japan, New Zealand) | Rate Group 5 |
|------------------------|-----------------------|-----------------------|--------------|--|--------------|
| 1 | \$0.60 | \$0.60 | \$0.80 | \$0.80 | \$0.80 |
| 2 | 0.85 | 0.85 | 1.60 | 1.70 | 1.55 |
| 3 | 1.10 | 1.25 | 2.40 | 2.60 | 2.30 |
| 4 | 1.35 | 1.65 | 3.20 | 3.50 | 3.05 |
| 5 | 1.60 | 2.05 | 4.00 | 4.40 | 3.80 |
| 6 | 1.85 | 2.45 | 4.80 | 5.30 | 4.55 |
| 7 | 2.10 | 2.85 | 5.60 | 6.20 | 5.30 |
| 8 | 2.35 | 3.25 | 6.40 | 7.10 | 6.05 |
| 12 | 3.10 | 4.00 | 7.55 | 8.40 | 7.65 |
| 16 | 3.75 | 5.15 | 8.70 | 9.70 | 9.25 |
| 20 | 4.40 | 6.30 | 9.85 | 11.00 | 10.85 |
| 24 | 5.05 | 7.45 | 11.00 | 12.30 | 12.45 |
| 28 | 5.70 | 8.60 | 12.15 | 13.60 | 14.05 |
| 32 | 6.35 | 9.75 | 13.30 | 14.90 | 15.65 |
| 36 | 7.00 | 10.95 | 14.50 | 16.25 | 17.35 |
| 40 | 7.65 | 12.15 | 15.70 | 17.60 | 19.05 |
| 44 | 8.30 | 13.35 | 16.90 | 18.95 | 20.75 |
| 48 | 8.95 | 14.55 | 18.10 | 20.30 | 22.45 |
| 52 | 9.65 | 15.80 | 19.35 | 21.70 | 24.20 |
| 56 | 10.35 | 17.05 | 20.60 | 23.10 | 25.95 |
| 60 | 11.05 | 18.30 | 21.85 | 24.50 | 27.70 |
| 64 | 11.75 | 19.55 | 23.10 | 25.90 | 29.45 |

International Priority Airmail

| Rate Group | Per Piece | Drop Shipment Per Pound | Full Service Per Pound |
|------------|-----------|-------------------------|------------------------|
| 1 (Canada) | \$0.25 | \$2.60 | \$3.60 |
| 2 (Mexico) | 0.12 | 4.60 | 5.60 |
| 3 | 0.20 | 4.25 | 5.25 |
| 4 | 0.20 | 5.50 | 6.50 |
| 5 | 0.12 | 4.60 | 5.60 |
| 6 | 0.12 | 4.75 | 5.75 |
| 7 | 0.12 | 6.25 | 7.25 |
| 8 | 0.12 | 7.25 | 8.25 |
| Worldwide | 0.20 | 7.00 | 8.00 |

Airmail Parcel Post Single Piece

| Weight Not Over (lbs.) | Rate Group 1 (Canada) | Rate Group 2 (Mexico) | Rate Group 3 (Great Britain & No. Ireland) | Rate Group 4 (Japan) | Rate Group 5 (China) | Rate Group 6 | Rate Group 7 |
|------------------------|-----------------------|-----------------------|--|----------------------|----------------------|--------------|--------------|
| 1 | \$13.25 | \$13.00 | \$16.00 | \$16.25 | \$15.25 | \$14.00 | \$16.50 |
| 2 | 13.25 | 15.50 | 20.00 | 20.50 | 19.75 | 15.50 | 19.00 |
| 3 | 14.25 | 17.75 | 24.00 | 24.50 | 24.50 | 17.50 | 21.75 |
| 4 | 15.50 | 20.25 | 28.00 | 29.00 | 29.75 | 20.25 | 24.50 |
| 5 | 16.75 | 23.00 | 32.00 | 33.50 | 35.00 | 22.75 | 27.25 |
| 6 | 17.85 | 25.00 | 35.00 | 36.80 | 39.25 | 25.65 | 30.25 |
| 7 | 18.95 | 27.00 | 38.00 | 40.10 | 43.50 | 28.55 | 33.25 |
| 8 | 20.05 | 29.00 | 41.00 | 43.40 | 47.75 | 31.45 | 36.25 |
| 9 | 21.15 | 31.00 | 44.00 | 46.70 | 52.00 | 34.35 | 39.25 |
| 10 | 22.25 | 33.00 | 47.00 | 50.00 | 56.25 | 37.25 | 42.25 |
| 11 | 23.35 | 35.00 | 50.00 | 53.30 | 60.50 | 40.15 | 45.25 |
| 12 | 24.45 | 37.00 | 53.00 | 56.60 | 64.75 | 43.05 | 48.25 |
| 13 | 25.55 | 39.00 | 56.00 | 59.90 | 69.00 | 45.95 | 51.25 |
| 14 | 26.65 | 41.00 | 59.00 | 63.20 | 73.25 | 48.85 | 54.25 |
| 15 | 27.75 | 43.00 | 62.00 | 66.50 | 77.50 | 51.75 | 57.25 |
| 16 | 28.85 | 45.00 | 65.00 | 69.80 | 81.75 | 54.65 | 60.25 |
| 17 | 29.95 | 47.00 | 68.00 | 73.10 | 86.00 | 57.55 | 63.25 |
| 18 | 31.05 | 49.00 | 71.00 | 76.40 | 90.25 | 60.45 | 66.25 |
| 19 | 32.15 | 51.00 | 74.00 | 79.70 | 94.50 | 63.35 | 69.25 |
| 20 | 33.25 | 53.00 | 77.00 | 83.00 | 98.75 | 66.25 | 72.25 |

| Weight Not Over (lbs.) | Rate Group 1 (Canada) | Rate Group 2 (Mexico) | Rate Group 3 (Great Britain & No. Ireland) | Rate Group 4 (Japan) | Rate Group 5 (China) | Rate Group 6 | Rate Group 7 |
|------------------------|-----------------------|-----------------------|--|----------------------|----------------------|--------------|--------------|
| 21 | \$34.35 | \$55.00 | \$80.00 | \$86.30 | \$103.00 | \$69.15 | \$75.25 |
| 22 | 35.45 | 57.00 | 83.00 | 89.60 | 107.25 | 72.05 | 78.25 |
| 23 | 36.55 | 59.00 | 86.00 | 92.90 | 111.50 | 74.95 | 81.25 |
| 24 | 37.65 | 61.00 | 89.00 | 96.20 | 115.75 | 77.85 | 84.25 |
| 25 | 38.75 | 63.00 | 92.00 | 99.50 | 120.00 | 80.75 | 87.25 |
| 26 | 39.85 | 65.00 | 95.00 | 102.80 | 124.25 | 83.65 | 90.25 |
| 27 | 40.95 | 67.00 | 98.00 | 106.10 | 128.50 | 86.55 | 93.25 |
| 28 | 42.05 | 69.00 | 101.00 | 109.40 | 132.75 | 89.45 | 96.25 |
| 29 | 43.15 | 71.00 | 104.00 | 112.70 | 137.00 | 92.35 | 99.25 |
| 30 | 44.25 | 73.00 | 107.00 | 116.00 | 141.25 | 95.25 | 102.25 |
| 31 | 45.35 | 75.00 | 110.00 | 119.30 | 145.50 | 98.15 | 105.25 |
| 32 | 46.45 | 77.00 | 113.00 | 122.60 | 149.75 | 101.05 | 108.25 |
| 33 | 47.55 | 79.00 | 116.00 | 125.90 | 154.00 | 103.95 | 111.25 |
| 34 | 48.65 | 81.00 | 119.00 | 129.20 | 158.25 | 106.85 | 114.25 |
| 35 | 49.75 | 83.00 | 122.00 | 132.50 | 162.50 | 109.75 | 117.25 |
| 36 | 50.85 | 85.00 | 125.00 | 135.80 | 166.75 | 112.65 | 120.25 |
| 37 | 51.95 | 87.00 | 128.00 | 139.10 | 171.00 | 115.55 | 123.25 |
| 38 | 53.05 | 89.00 | 131.00 | 142.40 | 175.25 | 118.45 | 126.25 |
| 39 | 54.15 | 91.00 | 134.00 | 145.70 | 179.50 | 121.35 | 129.25 |
| 40 | 55.25 | 93.00 | 137.00 | 149.00 | 183.75 | 124.25 | 132.25 |
| 41 | 56.35 | 95.00 | 140.00 | 152.30 | 188.00 | 127.15 | 135.25 |
| 42 | 57.45 | 97.00 | 143.00 | 155.60 | 192.25 | 130.05 | 138.25 |
| 43 | 58.55 | 99.00 | 146.00 | 158.90 | 196.50 | 132.95 | 141.25 |
| 44 | 59.65 | 101.00 | 149.00 | 162.20 | 200.75 | 135.85 | 144.25 |
| 45 | 60.75 | — | 152.00 | — | 205.00 | 138.75 | 147.25 |
| 46 | 61.85 | — | 155.00 | — | 209.25 | 141.65 | 150.25 |
| 47 | 62.95 | — | 158.00 | — | 213.50 | 144.55 | 153.25 |
| 48 | 64.05 | — | 161.00 | — | 217.75 | 147.45 | 156.25 |
| 49 | 65.15 | — | 164.00 | — | 222.00 | 150.35 | 159.25 |
| 50 | 66.25 | — | 167.00 | — | 226.25 | 153.25 | 162.25 |
| 51 | 67.35 | — | 170.00 | — | 230.50 | 156.15 | 165.25 |
| 52 | 68.45 | — | 173.00 | — | 234.75 | 159.05 | 168.25 |
| 53 | 69.55 | — | 176.00 | — | 239.00 | 161.95 | 171.25 |
| 54 | 70.65 | — | 179.00 | — | 243.25 | 164.85 | 174.25 |
| 55 | 71.75 | — | 182.00 | — | 247.50 | 167.75 | 177.25 |
| 56 | 72.85 | — | 185.00 | — | 251.75 | 170.65 | 180.25 |
| 57 | 73.95 | — | 188.00 | — | 256.00 | 173.55 | 183.25 |
| 58 | 75.05 | — | 191.00 | — | 260.25 | 176.45 | 186.25 |
| 59 | 76.15 | — | 194.00 | — | 264.50 | 179.35 | 189.25 |
| 60 | 77.25 | — | 197.00 | — | 268.75 | 182.25 | 192.25 |
| 61 | 78.35 | — | 200.00 | — | 273.00 | 185.15 | 195.25 |
| 62 | 79.45 | — | 203.00 | — | 277.25 | 188.05 | 198.25 |
| 63 | 80.55 | — | 206.00 | — | 281.50 | 190.95 | 201.25 |
| 64 | 81.65 | — | 209.00 | — | 285.75 | 193.85 | 204.25 |
| 65 | 82.75 | — | 212.00 | — | 290.00 | 196.75 | 207.25 |
| 66 | 83.85 | — | 215.00 | — | 294.25 | 199.65 | 210.25 |
| 67 | — | — | — | — | 298.50 | 202.55 | 213.25 |
| 68 | — | — | — | — | 302.75 | 205.45 | 216.25 |
| 69 | — | — | — | — | 307.00 | 208.35 | 219.25 |
| 70 | — | — | — | — | 311.25 | 211.25 | 222.25 |

Airmail Parcel Post Single Piece (continued)

| Weight Not Over (lbs.) | Rate Group 8 | Rate Group 9 | Rate Group 10 | Rate Group 11 | Rate Group 12 | Rate Group 13 |
|------------------------|--------------|--------------|---------------|---------------|---------------|---------------|
| 1 | \$12.50 | \$14.50 | \$16.00 | \$18.00 | \$14.00 | \$17.00 |
| 2 | 16.00 | 18.75 | 18.50 | 22.00 | 15.50 | 19.00 |
| 3 | 20.00 | 23.25 | 21.50 | 26.00 | 17.25 | 22.00 |
| 4 | 24.25 | 26.75 | 24.00 | 30.00 | 19.25 | 25.00 |
| 5 | 28.75 | 32.75 | 26.50 | 34.00 | 21.25 | 28.00 |
| 6 | 32.65 | 36.50 | 29.50 | 37.50 | 23.75 | 31.25 |
| 7 | 36.55 | 40.40 | 32.50 | 41.00 | 26.25 | 34.50 |
| 8 | 40.45 | 44.30 | 35.50 | 44.50 | 28.75 | 37.75 |
| 9 | 44.35 | 48.20 | 38.50 | 48.00 | 31.25 | 41.00 |
| 10 | 48.25 | 52.10 | 41.50 | 51.50 | 33.75 | 44.25 |

| Weight Not Over (lbs.) | Rate Group 8 | Rate Group 9 | Rate Group 10 | Rate Group 11 | Rate Group 12 | Rate Group 13 |
|------------------------|--------------|--------------|---------------|---------------|---------------|---------------|
| 11 | \$52.15 | \$56.00 | \$44.50 | \$55.00 | \$36.25 | \$47.50 |
| 12 | 56.05 | 59.90 | 47.50 | 58.50 | 38.75 | 50.75 |
| 13 | 59.95 | 63.80 | 50.50 | 62.00 | 41.25 | 54.00 |
| 14 | 63.85 | 67.70 | 53.50 | 65.50 | 43.75 | 57.25 |
| 15 | 67.75 | 71.60 | 56.50 | 69.00 | 46.25 | 60.50 |
| 16 | 71.65 | 75.50 | 59.50 | 72.50 | 48.75 | 63.75 |
| 17 | 75.55 | 79.40 | 62.50 | 76.00 | 51.25 | 67.00 |
| 18 | 79.45 | 83.30 | 65.50 | 79.50 | 53.75 | 70.25 |
| 19 | 83.35 | 87.20 | 68.50 | 83.00 | 56.25 | 73.50 |
| 20 | 87.25 | 91.10 | 71.50 | 86.50 | 58.75 | 76.75 |
| 21 | 91.15 | 95.00 | 74.50 | 90.00 | 61.25 | 80.00 |
| 22 | 95.05 | 98.90 | 77.50 | 93.50 | 63.75 | 83.25 |
| 23 | 98.95 | 102.80 | 80.50 | 97.00 | 66.25 | 86.50 |
| 24 | 102.85 | 106.70 | 83.50 | 100.50 | 68.75 | 89.75 |
| 25 | 106.75 | 110.60 | 86.50 | 104.00 | 71.25 | 93.00 |
| 26 | 110.65 | 114.50 | 89.50 | 107.50 | 73.75 | 96.25 |
| 27 | 114.55 | 118.40 | 92.50 | 111.00 | 76.25 | 99.50 |
| 28 | 118.45 | 122.30 | 95.50 | 114.50 | 78.75 | 102.75 |
| 29 | 122.35 | 126.20 | 98.50 | 118.00 | 81.25 | 106.00 |
| 30 | 126.25 | 130.10 | 101.50 | 121.50 | 83.75 | 109.25 |
| 31 | 130.15 | 134.00 | 104.50 | 125.00 | 86.25 | 112.50 |
| 32 | 134.05 | 137.90 | 107.50 | 128.50 | 88.75 | 115.75 |
| 33 | 137.95 | 141.80 | 110.50 | 132.00 | 91.25 | 119.00 |
| 34 | 141.85 | 145.70 | 113.50 | 135.50 | 93.75 | 122.25 |
| 35 | 145.75 | 149.60 | 116.50 | 139.00 | 96.25 | 125.50 |
| 36 | 149.65 | 153.50 | 119.50 | 142.50 | 98.75 | 128.75 |
| 37 | 153.55 | 157.40 | 122.50 | 146.00 | 101.25 | 132.00 |
| 38 | 157.45 | 161.30 | 125.50 | 149.50 | 103.75 | 135.25 |
| 39 | 161.35 | 165.20 | 128.50 | 153.00 | 106.25 | 138.50 |
| 40 | 165.25 | 169.10 | 131.50 | 156.50 | 108.75 | 141.75 |
| 41 | 169.15 | 173.00 | 134.50 | 160.00 | 111.25 | 145.00 |
| 42 | 173.05 | 176.90 | 137.50 | 163.50 | 113.75 | 148.25 |
| 43 | 176.95 | 180.80 | 140.50 | 167.00 | 116.25 | 151.50 |
| 44 | 180.85 | 184.70 | 143.50 | 170.50 | 118.75 | 154.75 |
| 45 | 184.75 | 188.60 | 146.50 | 174.00 | 121.25 | 158.00 |
| 46 | 188.65 | 192.50 | 149.50 | 177.50 | 123.75 | 161.25 |
| 47 | 192.55 | 196.40 | 152.50 | 181.00 | 126.25 | 164.50 |
| 48 | 196.45 | 200.30 | 155.50 | 184.50 | 128.75 | 167.75 |
| 49 | 200.35 | 204.20 | 158.50 | 188.00 | 131.25 | 171.00 |
| 50 | 204.25 | 208.10 | 161.50 | 191.50 | 133.75 | 174.25 |
| 51 | 208.15 | 212.00 | 164.50 | 195.00 | 136.25 | 177.50 |
| 52 | 212.05 | 215.90 | 167.50 | 198.50 | 138.75 | 180.75 |
| 53 | 215.95 | 219.80 | 170.50 | 202.00 | 141.25 | 184.00 |
| 54 | 219.85 | 223.70 | 173.50 | 205.50 | 143.75 | 187.25 |
| 55 | 223.75 | 227.60 | 176.50 | 209.00 | 146.25 | 190.50 |
| 56 | 227.65 | 231.50 | 179.50 | 212.50 | 148.75 | 193.75 |
| 57 | 231.55 | 235.40 | 182.50 | 216.00 | 151.25 | 197.00 |
| 58 | 235.45 | 239.30 | 185.50 | 219.50 | 153.75 | 200.25 |
| 59 | 239.35 | 243.20 | 188.50 | 223.00 | 156.25 | 203.50 |
| 60 | 243.25 | 247.10 | 191.50 | 226.50 | 158.75 | 206.75 |
| 61 | 247.15 | 251.00 | 194.50 | 230.00 | 161.25 | 210.00 |
| 62 | 251.05 | 254.90 | 197.50 | 233.50 | 163.75 | 213.25 |
| 63 | 254.95 | 258.80 | 200.50 | 237.00 | 166.25 | 216.50 |
| 64 | 258.85 | 262.70 | 203.50 | 240.50 | 168.75 | 219.75 |
| 65 | 262.75 | 266.60 | 206.50 | 244.00 | 171.25 | 223.00 |
| 66 | 266.65 | 270.50 | 209.50 | 247.50 | 173.75 | 226.25 |
| 67 | 270.55 | 274.40 | 212.50 | 251.00 | 176.25 | 229.50 |
| 68 | 274.45 | 278.30 | 215.50 | 254.50 | 178.75 | 232.75 |
| 69 | 278.35 | 282.20 | 218.50 | 258.00 | 181.25 | 236.00 |
| 70 | 282.25 | 286.10 | 221.50 | 261.50 | 183.75 | 239.25 |

Airmail M-Bags

| Weight Not Over (lbs.) | Rate Group 1 (Canada) | Rate Group 2 (Mexico) | Rate Group 3 | Rate Group 4 (Australia, Japan, New Zealand) | Rate Group 5 |
|--|-----------------------|-----------------------|--------------|--|--------------|
| 11 | \$16.50 | \$17.60 | \$27.50 | \$38.50 | \$38.50 |
| Each additional pound or fraction of a pound | \$1.50 | \$1.60 | \$2.50 | \$3.50 | \$3.50 |

**Economy Mail
Letter-Post Single Piece**

| Weight Not Over (ozs.) | Rate Group 1 (Canada) | Rate Group 2 (Mexico) | Rate Group 3 | Rate Group 4 (Australia, Japan, New Zealand) | Rate Group 5 |
|------------------------|-----------------------|-----------------------|--------------|--|--------------|
| 16 | \$2.70 | \$4.35 | \$3.80 | \$4.05 | \$4.95 |
| 20 | 4.05 | 5.15 | 4.45 | 4.70 | 5.70 |
| 24 | 4.55 | 5.95 | 5.10 | 5.35 | 6.50 |
| 28 | 5.05 | 6.70 | 5.70 | 6.00 | 7.30 |
| 32 | 5.60 | 7.50 | 6.30 | 6.65 | 8.10 |
| 36 | 6.00 | 8.15 | 6.90 | 7.25 | 8.75 |
| 40 | 6.40 | 8.80 | 7.50 | 7.85 | 9.40 |
| 44 | 6.80 | 9.45 | 8.10 | 8.45 | 10.05 |
| 48 | 7.20 | 10.10 | 8.70 | 9.05 | 10.70 |
| 52 | 7.60 | 10.75 | 9.30 | 9.65 | 11.35 |
| 56 | 8.00 | 11.40 | 9.90 | 10.25 | 12.00 |
| 60 | 8.40 | 12.05 | 10.50 | 10.85 | 12.65 |
| 64 | 8.80 | 12.70 | 11.10 | 11.45 | 13.30 |

International Surface Air Lift

| Rate Group | Per Piece | Drop Shipment Per Pound | Direct Shipment Per Pound | Full Service Per Pound | M-Bag Drop Shipment | M-Bag Direct Shipment | M-Bag Full Service |
|------------|-----------|-------------------------|---------------------------|------------------------|---------------------|-----------------------|--------------------|
| 1 (Canada) | \$0.25 | \$2.15 | \$2.65 | \$13.15 | \$1.40 | \$11.50 | \$1.50 |
| 2 (Mexico) | 0.12 | 3.20 | 3.70 | 4.20 | 1.50 | 1.60 | 1.60 |
| 3 | 0.20 | 2.50 | 3.00 | 3.50 | 1.50 | 1.75 | 1.75 |
| 4 | 0.20 | 2.75 | 3.25 | 3.75 | 2.50 | 2.50 | 2.50 |
| 5 | 0.12 | 3.45 | 3.95 | 4.45 | 2.00 | 2.25 | 2.25 |
| 6 | 0.12 | 3.40 | 3.90 | 4.40 | 2.00 | 2.25 | 2.25 |
| 7 | 0.12 | 3.50 | 4.00 | 4.50 | 2.25 | 2.50 | 2.50 |
| 8 | 0.12 | 5.50 | 6.00 | 6.50 | 3.00 | 3.25 | 3.25 |

Publishers' Periodicals

| Weight Not Over Lbs. | Ozs. | Canada | Mexico | All Other Countries (Except Canada and Mexico) |
|----------------------|------|--------|--------|--|
| 0 | 1 | \$0.40 | \$0.48 | \$0.44 |
| 0 | 2 | 0.46 | 0.60 | 0.55 |
| 0 | 3 | 0.52 | 0.78 | 0.71 |
| 0 | 4 | 0.59 | 0.90 | 0.83 |
| 0 | 5 | 0.65 | 1.13 | 1.05 |
| 0 | 6 | 0.72 | 1.13 | 1.05 |
| 0 | 7 | 0.78 | 1.36 | 1.27 |
| 0 | 8 | 0.85 | 1.36 | 1.27 |
| 0 | 9 | 0.91 | 1.57 | 1.50 |
| 0 | 10 | 0.98 | 1.57 | 1.50 |
| 0 | 11 | 1.04 | 1.80 | 1.71 |
| 0 | 12 | 1.11 | 1.80 | 1.71 |
| 0 | 13 | 1.17 | 2.03 | 1.93 |

| Weight Not Over Lbs. Ozs. | | Canada | Mexico | All Other Countries (Except Canada and Mexico) |
|------------------------------|----|--------|--------|--|
| 0 | 14 | \$1.24 | \$2.03 | \$1.93 |
| 0 | 15 | 1.30 | 2.26 | 2.15 |
| 0 | 16 | 1.37 | 2.26 | 2.15 |
| 0 | 18 | 1.43 | 2.46 | 2.36 |
| 0 | 20 | 1.49 | 2.68 | 2.56 |
| 0 | 22 | 1.55 | 2.88 | 2.77 |
| 0 | 24 | 1.61 | 3.10 | 2.98 |
| 0 | 26 | 1.67 | 3.30 | 3.19 |
| 0 | 28 | 1.73 | 3.52 | 3.39 |
| 0 | 30 | 1.79 | 3.72 | 3.60 |
| 0 | 32 | 1.85 | 3.94 | 3.81 |
| 3 | 0 | 4.00 | 5.38 | 5.13 |
| 4 | 0 | 4.64 | 6.82 | 6.45 |

\$0.25 per pound discount for volume made up to country and tendered at the New Jersey International and Bulk Mail Center.

Books and Sheet Music

| Weight Not Over (ozs.) | Rate Group 1 (Canada) | Rate Group 2 (Mexico) | Rate Group 3 | Rate Group 4 (Japan, Australia, New Zealand) | Rate Group 5 |
|---------------------------|--------------------------|--------------------------|--------------|--|--------------|
| 0.5 | \$1.70 | \$2.85 | \$2.65 | \$2.60 | \$2.80 |
| 1.0 | 1.70 | 2.85 | 2.65 | 2.60 | 2.80 |
| 2.0 | 1.70 | 2.85 | 2.65 | 2.60 | 2.80 |
| 3.0 | 1.70 | 2.85 | 2.65 | 2.60 | 2.80 |
| 4.0 | 1.70 | 2.85 | 2.65 | 2.60 | 2.80 |
| 5.0 | 1.70 | 2.85 | 2.65 | 2.60 | 2.80 |
| 6.0 | 1.70 | 2.85 | 2.65 | 2.60 | 2.80 |
| 7.0 | 1.70 | 2.85 | 2.65 | 2.60 | 2.80 |
| 8.0 | 1.70 | 2.85 | 2.65 | 2.60 | 2.80 |
| 12.0 | 1.70 | 2.85 | 2.65 | 2.60 | 2.80 |
| 16.0 | 1.70 | 2.85 | 2.65 | 2.60 | 2.80 |
| 20.0 | 1.85 | 3.40 | 3.20 | 3.10 | 3.35 |
| 24.0 | 2.00 | 3.95 | 3.75 | 3.60 | 3.90 |
| 28.0 | 2.15 | 4.50 | 4.25 | 4.10 | 4.45 |
| 32.0 | 2.30 | 5.00 | 4.75 | 4.60 | 5.00 |
| 36.0 | 3.00 | 5.45 | 5.10 | 5.00 | 5.45 |
| 40.0 | 3.68 | 5.90 | 5.50 | 5.38 | 5.90 |
| 44.0 | 4.35 | 6.35 | 5.90 | 5.75 | 6.35 |
| 48.0 | 5.00 | 6.75 | 6.20 | 6.10 | 6.70 |
| 52.0 | 5.20 | 7.65 | 6.60 | 6.50 | 7.15 |
| 56.0 | 5.40 | 8.55 | 7.00 | 6.90 | 7.60 |
| 60.0 | 5.60 | 9.45 | 7.40 | 7.35 | 8.05 |
| 64.0 | 5.80 | 10.30 | 7.80 | 7.75 | 8.40 |

**Matter for the Blind — Free
Economy Parcel Post Single Piece**

| Weight Not Over (lbs.) | Rate Group 1 (Canada) | Rate Group 2 (Mexico) | Rate Group 3 (Great Britain & No. Ireland) | Rate Group 4 (Japan) | Rate Group 5 (China) | Rate Group 6 | Rate Group 7 |
|---------------------------|--------------------------|--------------------------|--|-------------------------|-------------------------|--------------|--------------|
| 5 | \$15.25 | \$19.50 | \$23.00 | \$23.25 | \$21.25 | \$18.25 | \$22.00 |
| 6 | 15.75 | 20.75 | 25.00 | 25.00 | 22.75 | 19.35 | 24.00 |
| 7 | 16.50 | 22.00 | 27.00 | 26.25 | 24.25 | 20.45 | 26.00 |
| 8 | 17.25 | 23.00 | 29.00 | 27.75 | 25.75 | 21.55 | 28.00 |
| 9 | 17.75 | 24.00 | 31.00 | 29.00 | 27.25 | 22.65 | 30.00 |
| 10 | 18.25 | 24.75 | 32.75 | 30.25 | 28.75 | 23.75 | 32.00 |
| 11 | 18.70 | 25.50 | 34.45 | 31.30 | 30.00 | 24.70 | 33.60 |
| 12 | 19.15 | 26.25 | 36.15 | 32.35 | 31.25 | 25.65 | 35.20 |
| 13 | 19.60 | 27.00 | 37.85 | 33.40 | 32.50 | 26.60 | 36.80 |
| 14 | 20.05 | 27.75 | 39.55 | 34.45 | 33.75 | 27.55 | 38.40 |
| 15 | 20.50 | 28.50 | 41.25 | 35.50 | 35.00 | 28.50 | 40.00 |

| Weight Not Over (lbs.) | Rate Group 1 (Canada) | Rate Group 2 (Mexico) | Rate Group 3 (Great Britain & No. Ireland) | Rate Group 4 (Japan) | Rate Group 5 (China) | Rate Group 6 | Rate Group 7 |
|------------------------|-----------------------|-----------------------|--|----------------------|----------------------|--------------|--------------|
| 16 | \$20.95 | \$29.25 | \$42.95 | \$36.55 | \$36.25 | \$29.45 | \$41.60 |
| 17 | 21.40 | 30.00 | 44.65 | 37.60 | 37.50 | 30.40 | 43.20 |
| 18 | 21.85 | 30.75 | 46.35 | 38.65 | 38.75 | 31.35 | 44.80 |
| 19 | 22.30 | 31.50 | 48.05 | 39.70 | 40.00 | 32.30 | 46.40 |
| 20 | 22.75 | 32.25 | 49.75 | 40.75 | 41.25 | 33.25 | 48.00 |
| 21 | 23.30 | 32.95 | 51.35 | 41.70 | 42.40 | 34.15 | 49.60 |
| 22 | 23.85 | 33.65 | 52.95 | 42.65 | 43.55 | 35.05 | 51.20 |
| 23 | 24.40 | 34.35 | 54.55 | 43.60 | 44.70 | 35.95 | 52.80 |
| 24 | 24.95 | 35.05 | 56.15 | 44.55 | 45.85 | 36.85 | 54.40 |
| 25 | 25.50 | 35.75 | 57.75 | 45.50 | 47.00 | 37.75 | 56.00 |
| 26 | 26.05 | 36.45 | 59.35 | 46.45 | 48.15 | 38.65 | 57.60 |
| 27 | 26.60 | 37.15 | 60.95 | 47.40 | 49.30 | 39.55 | 59.20 |
| 28 | 27.15 | 37.85 | 62.55 | 48.35 | 50.45 | 40.45 | 60.80 |
| 29 | 27.70 | 38.55 | 64.15 | 49.30 | 51.60 | 41.35 | 62.40 |
| 30 | 28.25 | 39.25 | 65.75 | 50.25 | 52.75 | 42.25 | 64.00 |
| 31 | 28.80 | 39.95 | 67.25 | 51.15 | 53.85 | 43.10 | 65.50 |
| 32 | 29.35 | 40.65 | 68.75 | 52.05 | 54.95 | 43.95 | 67.00 |
| 33 | 29.90 | 41.35 | 70.25 | 52.95 | 56.05 | 44.80 | 68.50 |
| 34 | 30.45 | 42.05 | 71.75 | 53.85 | 57.15 | 45.65 | 70.00 |
| 35 | 31.00 | 42.75 | 73.25 | 54.75 | 58.25 | 46.50 | 71.50 |
| 36 | 31.55 | 43.45 | 74.75 | 55.65 | 59.35 | 47.35 | 73.00 |
| 37 | 32.10 | 44.15 | 76.25 | 56.55 | 60.45 | 48.20 | 74.50 |
| 38 | 32.65 | 44.85 | 77.75 | 57.45 | 61.55 | 49.05 | 76.00 |
| 39 | 33.20 | 45.55 | 79.25 | 58.35 | 62.65 | 49.90 | 77.50 |
| 40 | 33.75 | 46.25 | 80.75 | 59.25 | 63.75 | 50.75 | 79.00 |
| 41 | 34.30 | 46.95 | 82.25 | 60.15 | 64.85 | 51.60 | 80.50 |
| 42 | 34.85 | 47.65 | 83.75 | 61.05 | 65.95 | 52.45 | 82.00 |
| 43 | 35.40 | 48.35 | 85.25 | 61.95 | 67.05 | 53.30 | 83.50 |
| 44 | 35.95 | 49.05 | 86.75 | 62.85 | 68.15 | 54.15 | 85.00 |
| 45 | 36.50 | — | 88.25 | — | 69.25 | 55.00 | 86.50 |
| 46 | 37.05 | — | 89.75 | — | 70.35 | 55.85 | 88.00 |
| 47 | 37.60 | — | 91.25 | — | 71.45 | 56.70 | 89.50 |
| 48 | 38.15 | — | 92.75 | — | 72.55 | 57.55 | 91.00 |
| 49 | 38.70 | — | 94.25 | — | 73.65 | 58.40 | 92.50 |
| 50 | 39.25 | — | 95.75 | — | 74.75 | 59.25 | 94.00 |
| 51 | 39.80 | — | 97.25 | — | 75.85 | 60.10 | 95.50 |
| 52 | 40.35 | — | 98.75 | — | 76.95 | 60.95 | 97.00 |
| 53 | 40.90 | — | 100.25 | — | 78.05 | 61.80 | 98.50 |
| 54 | 41.45 | — | 101.75 | — | 79.15 | 62.65 | 100.00 |
| 55 | 42.00 | — | 103.25 | — | 80.25 | 63.50 | 101.50 |
| 56 | 42.55 | — | 104.75 | — | 81.35 | 64.35 | 103.00 |
| 57 | 43.10 | — | 106.25 | — | 82.45 | 65.20 | 104.50 |
| 58 | 43.65 | — | 107.75 | — | 83.55 | 66.05 | 106.00 |
| 59 | 44.20 | — | 109.25 | — | 84.65 | 66.90 | 107.50 |
| 60 | 44.75 | — | 110.75 | — | 85.75 | 67.75 | 109.00 |
| 61 | 45.30 | — | 112.25 | — | 86.85 | 68.60 | 110.50 |
| 62 | 45.85 | — | 113.75 | — | 87.95 | 69.45 | 112.00 |
| 63 | 46.40 | — | 115.25 | — | 89.05 | 70.30 | 113.50 |
| 64 | 46.95 | — | 116.75 | — | 90.15 | 71.15 | 115.00 |
| 65 | 47.50 | — | 118.25 | — | 91.25 | 72.00 | 116.50 |
| 66 | 48.05 | — | 119.75 | — | 92.35 | 72.85 | 118.00 |
| 67 | — | — | — | — | 93.45 | 73.70 | 119.50 |
| 68 | — | — | — | — | 94.55 | 74.55 | 121.00 |
| 69 | — | — | — | — | 95.65 | 75.40 | 122.50 |
| 70 | — | — | — | — | 96.75 | 76.25 | 124.00 |

Economy Parcel Post Single Piece (continued)

| Weight Not Over (lbs.) | Rate Group 8 | Rate Group 9 | Rate Group 10 | Rate Group 11 | Rate Group 12 |
|------------------------|--------------|--------------|---------------|---------------|---------------|
| 5 | \$21.50 | \$28.75 | \$21.75 | \$26.25 | \$20.25 |
| 6 | 22.80 | 30.95 | 23.50 | 28.75 | 22.00 |
| 7 | 24.10 | 33.15 | 25.00 | 31.00 | 23.75 |
| 8 | 25.40 | 35.35 | 26.75 | 33.25 | 25.50 |

| Weight Not Over (lbs.) | Rate Group 8 | Rate Group 9 | Rate Group 10 | Rate Group 11 | Rate Group 12 |
|------------------------|--------------|--------------|---------------|---------------|---------------|
| 9 | \$26.70 | \$37.55 | \$29.00 | \$35.50 | \$27.25 |
| 10 | 28.10 | 39.75 | 32.00 | 37.75 | 28.90 |
| 11 | 29.40 | 41.65 | 33.40 | 39.80 | 30.55 |
| 12 | 30.70 | 43.55 | 34.80 | 41.85 | 32.20 |
| 13 | 32.00 | 45.45 | 36.20 | 43.90 | 33.85 |
| 14 | 33.30 | 47.35 | 37.60 | 45.95 | 35.50 |
| 15 | 34.60 | 49.25 | 39.00 | 48.00 | 37.15 |
| 16 | 35.90 | 51.15 | 40.40 | 50.05 | 38.80 |
| 17 | 37.20 | 53.05 | 41.80 | 52.10 | 40.45 |
| 18 | 38.50 | 54.95 | 43.20 | 54.15 | 42.10 |
| 19 | 39.80 | 56.85 | 44.60 | 56.20 | 43.75 |
| 20 | 41.10 | 58.75 | 46.00 | 58.25 | 45.40 |
| 21 | 42.40 | 60.45 | 47.25 | 60.15 | 46.85 |
| 22 | 43.70 | 62.15 | 48.50 | 62.05 | 48.30 |
| 23 | 45.00 | 63.85 | 49.75 | 63.95 | 49.75 |
| 24 | 46.30 | 65.55 | 51.00 | 65.85 | 51.20 |
| 25 | 47.60 | 67.25 | 52.25 | 67.75 | 52.65 |
| 26 | 48.90 | 68.95 | 53.50 | 69.65 | 54.10 |
| 27 | 50.20 | 70.65 | 54.75 | 71.55 | 55.55 |
| 28 | 51.50 | 72.35 | 56.00 | 73.45 | 57.00 |
| 29 | 52.80 | 74.05 | 57.25 | 75.35 | 58.45 |
| 30 | 54.10 | 75.75 | 58.50 | 77.25 | 59.90 |
| 31 | 55.40 | 77.40 | 59.75 | 79.00 | 61.30 |
| 32 | 56.70 | 79.05 | 61.00 | 80.75 | 62.70 |
| 33 | 58.00 | 80.70 | 62.25 | 82.50 | 64.10 |
| 34 | 59.30 | 82.35 | 63.50 | 84.25 | 65.50 |
| 35 | 60.60 | 84.00 | 64.75 | 86.00 | 66.90 |
| 36 | 61.90 | 85.65 | 66.00 | 87.75 | 68.30 |
| 37 | 63.20 | 87.30 | 67.25 | 89.50 | 69.70 |
| 38 | 64.50 | 88.95 | 68.50 | 91.25 | 71.10 |
| 39 | 65.80 | 90.60 | 69.75 | 93.00 | 72.50 |
| 40 | 67.10 | 92.25 | 71.00 | 94.75 | 73.90 |
| 41 | 68.40 | 93.60 | 72.25 | 96.50 | 75.30 |
| 42 | 69.70 | 94.95 | 73.50 | 98.25 | 76.70 |
| 43 | 71.00 | 96.30 | 74.75 | 100.00 | 78.10 |
| 44 | 72.30 | 97.65 | 76.00 | 101.75 | 79.50 |
| 45 | 73.60 | 99.00 | 77.25 | 103.50 | 80.90 |
| 46 | 74.90 | 100.35 | 78.50 | 105.25 | 82.30 |
| 47 | 76.20 | 101.70 | 79.75 | 107.00 | 83.70 |
| 48 | 77.50 | 103.05 | 81.00 | 108.75 | 85.10 |
| 49 | 78.80 | 104.40 | 82.25 | 110.50 | 86.50 |
| 50 | 80.10 | 105.75 | 83.50 | 112.25 | 87.90 |
| 51 | 81.40 | 107.10 | 84.75 | 114.00 | 89.30 |
| 52 | 82.70 | 108.45 | 86.00 | 115.75 | 90.70 |
| 53 | 84.00 | 109.80 | 87.25 | 117.50 | 92.10 |
| 54 | 85.30 | 111.15 | 88.50 | 119.25 | 93.50 |
| 55 | 86.60 | 112.50 | 89.75 | 121.00 | 94.90 |
| 56 | 87.90 | 113.85 | 91.00 | 122.75 | 96.30 |
| 57 | 89.20 | 115.20 | 92.25 | 124.50 | 97.70 |
| 58 | 90.50 | 116.55 | 93.50 | 126.25 | 99.10 |
| 59 | 91.80 | 117.90 | 94.75 | 128.00 | 100.50 |
| 60 | 93.10 | 119.25 | 96.00 | 129.75 | 101.90 |
| 61 | 94.40 | 120.60 | 97.25 | 131.50 | 103.30 |
| 62 | 95.70 | 121.95 | 98.50 | 133.25 | 104.70 |
| 63 | 97.00 | 123.30 | 99.75 | 135.00 | 106.10 |
| 64 | 98.30 | 124.65 | 101.00 | 136.75 | 107.50 |
| 65 | 99.60 | 126.00 | 102.25 | 138.50 | 108.90 |
| 66 | 100.90 | 127.35 | 103.50 | 140.25 | 110.30 |
| 67 | 102.20 | 128.70 | 104.75 | 142.00 | 111.70 |
| 68 | 103.50 | 130.05 | 106.00 | 143.75 | 113.10 |
| 69 | 104.80 | 131.40 | 107.25 | 145.50 | 114.50 |
| 70 | 106.10 | 132.75 | 108.50 | 147.25 | 115.90 |

Economy (Surface) M-Bags

| Weight Not Over (lbs.) | Rate Group 1 (Canada) | Rate Group 2 (Mexico) | Rate Group 3 | Rate Group 4 (Australia, Japan, New Zealand) | Rate Group 5 |
|--|-----------------------|-----------------------|--------------|--|--------------|
| Regular | | | | | |
| 11 | \$11.55 | \$14.30 | \$15.95 | \$16.50 | \$16.50 |
| Each additional pound or fraction of a pound | \$1.05 | \$1.30 | \$1.45 | \$1.50 | \$1.50 |
| Books and Sheet Music and Publishers' Periodicals | | | | | |
| 11 | \$8.80 | \$8.80 | \$9.90 | \$11.00 | \$11.00 |
| Each additional pound or fraction of a pound | \$0.80 | \$0.80 | \$0.90 | \$1.00 | \$1.00 |

Special Services and Miscellaneous Fees and Charges

Fees with an asterisk are based on the equivalent domestic service.

Certificate of Mailing*

| Individual Pieces | Fee |
|---|--------|
| Individual articles listing, per article | \$0.75 |
| Firm mailing books (PS Form 3877), per article listed | 0.25 |
| Each individual copy of individual article listing or original mailing receipt for registered, insured, or recorded delivery (per copy) | 0.75 |
| Bulk Pieces | Fee |
| Up to 1,000 pieces (one certificate for total number) | \$3.50 |
| Each additional 1,000 pieces or fraction | 0.40 |
| Duplicate copy | 0.75 |

Insurance**Parcel Post**

| Indemnity Limit Not Over | Canada* | All Other Countries |
|--------------------------|---------|---------------------|
| \$50 | \$1.10 | \$1.85 |
| 100 | 2.00 | 2.60 |
| 200 | 3.00 | 3.60 |
| 300 | 4.00 | 4.60 |
| 400 | 5.00 | 5.60 |
| 500 | 6.00 | 6.60 |
| 600 | 7.00 | 7.60 |
| 675 | 8.00 | — |
| 700 | — | 8.60 |
| Add'l. \$100 | — | \$1.00 |

Global Express Mail*

| Indemnity Limit Not Over | All Countries |
|--------------------------|---------------|
| \$500 | No Fee |
| Add'l. \$100 | \$1.00 |

Registered Mail —

Countries Other Than Canada: \$7.25*

Canada:

| Indemnity Limit Not Over | Fee |
|-----------------------------|--------|
| \$100 | \$7.50 |
| 500 | 8.25 |
| 1000 | 9.00 |

Return Receipt*: \$1.50

Restricted Delivery*: \$3.20

Recorded Delivery*: \$1.90

International Postal Money Orders —

Direct (MP1): \$3.25

List: \$8.50 (no change)

International Reply Coupons: \$1.75

International Business Reply Service —

Cards: \$0.80

Envelope up to 2 ounces: \$1.20

Customs Clearance and Delivery Fee: \$4.50

Pick up Service*: \$10.25

Shortpaid Mail Charge: \$0.45

Country Rate Group List

| Country | EMS | Air CP | Surface CP | Letter-Post | IPA |
|------------------------|-----|--------|------------|-------------|-----|
| Afghanistan | — | 7 | 7 | 5 | 8 |
| Albania | 6 | 7 | 7 | 5 | 5 |
| Algeria | 11 | 10 | 11 | 5 | 8 |
| Andorra | 6 | 7 | 6 | 3 | 3 |
| Angola | 11 | 10 | 11 | 5 | 8 |
| Anguilla | 12 | 12 | 12 | 5 | 6 |
| Antigua and Barbuda | — | 12 | 12 | 5 | 6 |
| Argentina | 12 | 13 | 12 | 5 | 6 |
| Armenia | 7 | 7 | 7 | 5 | 8 |
| Aruba | 12 | 12 | 12 | 5 | 6 |
| Ascension | — | — | 11 | 5 | 5 |
| Australia | 8 | 9 | 8 | 4 | 4 |
| Austria | 7 | 7 | 6 | 5 | 3 |
| Azerbaijan | 6 | 7 | 7 | 5 | 8 |
| Bahamas | 12 | 12 | 12 | 5 | 6 |
| Bahrain | 11 | 10 | 10 | 5 | 8 |
| Bangladesh | 9 | 8 | 8 | 5 | 8 |
| Barbados | 12 | 12 | 12 | 5 | 6 |
| Belarus | 6 | 6 | 7 | 5 | 5 |
| Belgium | 7 | 6 | 6 | 3 | 3 |
| Belize | 12 | 12 | 12 | 5 | 6 |
| Benin | 11 | 10 | 10 | 5 | 8 |
| Bermuda | 12 | 13 | 12 | 5 | 6 |
| Bhutan | 8 | 9 | 9 | 5 | 8 |
| Bolivia | 12 | 13 | 12 | 5 | 6 |
| Bosnia-Herzegovina | 6 | 6 | 6 | 5 | 5 |
| Botswana | 10 | 11 | 11 | 5 | 8 |
| Brazil | 12 | 13 | 12 | 5 | 6 |
| British Virgin Islands | — | 12 | 12 | 5 | 6 |
| Brunei Darussalam | 8 | 8 | 8 | 5 | 7 |
| Bulgaria | 6 | 6 | 7 | 5 | 5 |
| Burkina Faso | 10 | 10 | 11 | 5 | 8 |
| Burma (Myanmar) | — | 6 | 6 | 5 | 8 |

| Country | EMS | Air CP | Surface CP | Letter-Post | IPA |
|--|-----|--------|------------|-------------|-----|
| Burundi | 11 | 11 | 11 | 5 | 8 |
| Cambodia | 8 | 8 | — | 5 | 7 |
| Cameroon | 10 | 11 | 11 | 5 | 8 |
| Canada | 1 | 1 | 1 | 1 | 1 |
| Cape Verde | 11 | 10 | 11 | 5 | 8 |
| Cayman Islands | 12 | 12 | 12 | 5 | 6 |
| Central African Republic | 11 | 11 | 11 | 5 | 8 |
| Chad | 10 | 10 | — | 5 | 8 |
| Chile | 12 | 13 | 12 | 5 | 6 |
| China | 5 | 5 | 5 | 5 | 7 |
| Colombia | 12 | 12 | 12 | 5 | 6 |
| Comoros Islands | — | 10 | 10 | 5 | 8 |
| Congo (Brazzaville), Republic of the | 11 | 10 | 10 | 5 | 8 |
| Congo (Kinshasa), Democratic Republic of the | 10 | 11 | 11 | 5 | 8 |
| Costa Rica | 12 | 12 | 12 | 5 | 6 |
| Côte d'Ivoire (Ivory Coast) | 10 | 11 | 11 | 5 | 8 |
| Croatia | 6 | 6 | 6 | 5 | 5 |
| Cuba | — | — | — | 5 | 6 |
| Cyprus | 6 | 6 | 6 | 5 | 8 |
| Czech Republic | 7 | 6 | 7 | 5 | 5 |
| Denmark | 7 | 6 | 6 | 3 | 3 |
| Djibouti | 11 | 10 | 10 | 5 | 8 |
| Dominica | 12 | 12 | 12 | 5 | 6 |
| Dominican Republic | 12 | 12 | 12 | 5 | 6 |
| Ecuador | 12 | 13 | 12 | 5 | 6 |
| Egypt | 11 | 11 | 11 | 5 | 8 |
| El Salvador | 12 | 12 | 12 | 5 | 6 |
| Equatorial Guinea | 10 | 10 | 10 | 5 | 8 |
| Eritrea | 10 | 11 | 11 | 5 | 8 |
| Estonia | 6 | 7 | 7 | 5 | 5 |
| Ethiopia | 10 | 10 | 10 | 5 | 8 |
| Falkland Islands | — | — | 12 | 5 | 6 |
| Faroe Islands | 7 | 6 | 6 | 3 | 5 |
| Fiji | 8 | 8 | 8 | 5 | 7 |
| Finland | 7 | 6 | 6 | 3 | 3 |
| France (includes Corsica & Monaco) | 6 | 6 | 6 | 3 | 3 |
| French Guiana | 12 | 13 | 12 | 5 | 6 |
| French Polynesia (includes Tahiti) | 9 | 9 | 9 | 5 | 7 |
| Gabon | 11 | 10 | 11 | 5 | 8 |
| Gambia | — | 11 | 11 | 5 | 8 |
| Georgia, Republic of | 7 | 7 | 7 | 5 | 8 |
| Germany | 7 | 6 | 6 | 3 | 3 |
| Ghana | 10 | 11 | 11 | 5 | 8 |
| Gibraltar | — | 6 | 6 | 3 | 3 |
| Great Britain and Northern Ireland | 3 | 3 | 3 | 3 | 3 |
| Greece | 7 | 6 | 6 | 3 | 3 |
| Greenland | — | 6 | 6 | 3 | 3 |
| Grenada | 12 | 12 | 12 | 5 | 6 |
| Guadeloupe | 12 | 13 | 12 | 5 | 6 |
| Guatemala | 12 | 12 | 12 | 5 | 6 |
| Guinea | 10 | 10 | 10 | 5 | 8 |
| Guinea-Bissau | 11 | 11 | 11 | 5 | 8 |
| Guyana | 12 | 12 | 12 | 5 | 6 |
| Haiti | 12 | 12 | 12 | 5 | 6 |
| Honduras | 12 | 13 | 12 | 5 | 6 |
| Hong Kong | 8 | 9 | 8 | 5 | 7 |
| Hungary | 7 | 6 | 6 | 5 | 5 |
| Iceland | 7 | 6 | 6 | 3 | 3 |
| India | 8 | 9 | 8 | 5 | 8 |
| Indonesia (includes East Timor) | 8 | 8 | 8 | 5 | 7 |
| Iran | — | 11 | 11 | 5 | 8 |
| Iraq | 11 | 11 | 11 | 5 | 8 |
| Ireland | 6 | 6 | 6 | 3 | 3 |
| Israel | 10 | 10 | 10 | 3 | 3 |
| Italy | 7 | 6 | 6 | 3 | 3 |
| Jamaica | 12 | 12 | 12 | 5 | 6 |
| Japan | 4 | 4 | 4 | 4 | 4 |
| Jordan | 10 | 10 | 10 | 5 | 8 |

| Country | EMS | Air CP | Surface CP | Letter-Post | IPA |
|--|-----|--------|------------|-------------|-----|
| Kazakhstan | 6 | 6 | 7 | 5 | 8 |
| Kenya | 10 | 10 | 10 | 5 | 8 |
| Kiribati | — | 8 | 8 | 5 | 7 |
| Korea, Dem. People's Rep. of (North) | — | — | — | 5 | 7 |
| Korea, Republic of (South) | 8 | 9 | 8 | 5 | 7 |
| Kuwait | 11 | 10 | 10 | 5 | 8 |
| Kyrgyzstan | 6 | 6 | 7 | 5 | 5 |
| Laos | 9 | 9 | 9 | 5 | 7 |
| Latvia | 7 | 6 | 6 | 5 | 5 |
| Lebanon | — | 10 | — | 5 | 8 |
| Lesotho | 11 | 11 | 11 | 5 | 8 |
| Liberia | 10 | 10 | 10 | 5 | 8 |
| Libya | — | 7 | 7 | 5 | 8 |
| Liechtenstein | 7 | 6 | 6 | 3 | 3 |
| Lithuania | 6 | 6 | 7 | 5 | 5 |
| Luxembourg | 6 | 6 | 6 | 3 | 3 |
| Macao | 8 | 9 | 9 | 5 | 5 |
| Macedonia, Republic of | 7 | 6 | 7 | 5 | 5 |
| Madagascar | 10 | 11 | 11 | 5 | 8 |
| Malawi | 10 | 11 | 11 | 5 | 8 |
| Malaysia | 8 | 8 | 8 | 5 | 7 |
| Maldives | 9 | 9 | 9 | 5 | 8 |
| Mali | 10 | 10 | 11 | 5 | 8 |
| Malta | 7 | 7 | 7 | 5 | 8 |
| Martinique | 12 | 13 | 12 | 5 | 6 |
| Mauritania | 10 | 10 | 11 | 5 | 8 |
| Mauritius | 10 | 10 | 10 | 5 | 8 |
| Mexico | 2 | 2 | 2 | 2 | 2 |
| Moldova | 6 | 7 | 7 | 5 | 8 |
| Mongolia | 9 | 9 | 9 | 5 | 7 |
| Montserrat | — | 8 | 8 | 5 | 6 |
| Morocco | 11 | 10 | 11 | 5 | 8 |
| Mozambique | 10 | 11 | 11 | 5 | 8 |
| Namibia | 11 | 11 | 11 | 5 | 8 |
| Nauru | 8 | 8 | 8 | 5 | 7 |
| Nepal | 8 | 9 | 9 | 5 | 7 |
| Netherlands | 7 | 6 | 6 | 3 | 3 |
| Netherlands Antilles | 12 | 12 | 12 | 5 | 6 |
| New Caledonia | 9 | 9 | 9 | 5 | 7 |
| New Zealand | 8 | 8 | 8 | 4 | 4 |
| Nicaragua | 12 | 12 | 12 | 5 | 6 |
| Niger | 10 | 10 | 10 | 5 | 8 |
| Nigeria | 11 | 10 | 10 | 5 | 8 |
| Norway | 7 | 6 | 6 | 3 | 3 |
| Oman | 11 | 10 | 10 | 5 | 8 |
| Pakistan | 8 | 9 | 8 | 5 | 8 |
| Panama | 12 | 12 | 12 | 5 | 6 |
| Papua New Guinea | 8 | 9 | 9 | 5 | 7 |
| Paraguay | 12 | 13 | 12 | 5 | 6 |
| Peru | 12 | 13 | 12 | 5 | 6 |
| Philippines | 8 | 9 | 8 | 5 | 7 |
| Pitcairn Island | — | 8 | 8 | 5 | 7 |
| Poland | 6 | 6 | 6 | 5 | 5 |
| Portugal (includes Azores & Madeira Islands) | 7 | 7 | 7 | 3 | 3 |
| Qatar | 11 | 10 | 10 | 5 | 8 |
| Reunion | — | 13 | 12 | 5 | 8 |
| Romania | 6 | 7 | 7 | 5 | 5 |
| Russia | 7 | 7 | 7 | 5 | 5 |
| Rwanda | 10 | 10 | 11 | 5 | 8 |
| Saint Christopher (St. Kitts) and Nevis | 12 | 12 | 12 | 5 | 6 |
| Saint Helena | — | 11 | 11 | 5 | 8 |
| Saint Lucia | 12 | 12 | 12 | 5 | 6 |
| Saint Pierre & Miquelon | — | 6 | 6 | 5 | 6 |
| Saint Vincent and the Grenadines | 12 | 13 | 12 | 5 | 6 |
| San Marino | — | 9 | 8 | 3 | 3 |
| Sao Tome and Principe | — | 10 | 10 | 5 | 5 |
| Saudi Arabia | 10 | 10 | 10 | 5 | 8 |
| Senegal | 11 | 10 | 10 | 5 | 8 |

| Country | EMS | Air CP | Surface CP | Letter-Post | IPA |
|---------------------------------|-----|--------|------------|-------------|-----|
| Serbia-Montenegro (Yugoslavia) | 7 | 7 | 7 | 5 | 5 |
| Seychelles | 10 | 10 | 11 | 5 | 8 |
| Sierra Leone | 10 | 10 | 10 | 5 | 8 |
| Singapore | 8 | 8 | 8 | 5 | 7 |
| Slovak Republic (Slovakia) | 6 | 6 | 6 | 5 | 5 |
| Slovenia | 7 | 6 | 7 | 5 | 5 |
| Solomon Islands | 8 | 8 | 8 | 5 | 7 |
| Somalia | 10 | 10 | 10 | 5 | 8 |
| South Africa | 11 | 11 | 10 | 5 | 8 |
| Spain (includes Canary Islands) | 6 | 7 | 6 | 3 | 3 |
| Sri Lanka | 8 | 9 | 8 | 5 | 8 |
| Sudan | 10 | 11 | 11 | 5 | 8 |
| Suriname | — | 12 | 12 | 5 | 6 |
| Swaziland | 11 | 10 | 10 | 5 | 8 |
| Sweden | 7 | 7 | 7 | 3 | 3 |
| Switzerland | 7 | 6 | 6 | 3 | 3 |
| Syria | 10 | 10 | 10 | 5 | 8 |
| Taiwan | 8 | 9 | 8 | 5 | 7 |
| Tajikistan | 7 | 6 | 6 | 5 | 8 |
| Tanzania | 10 | 10 | 10 | 5 | 8 |
| Thailand | 9 | 8 | 8 | 5 | 7 |
| Togo | 11 | 10 | 10 | 5 | 8 |
| Tonga | — | 8 | 8 | 5 | 7 |
| Trinidad and Tobago | 12 | 12 | 12 | 5 | 6 |
| Tristan da Cunha | — | 10 | 11 | 5 | 8 |
| Tunisia | 11 | 10 | 10 | 5 | 8 |
| Turkey | 10 | 10 | 10 | 5 | 5 |
| Turkmenistan | 7 | 7 | 7 | 5 | 5 |
| Turks and Caicos Islands | — | 12 | 12 | 5 | 6 |
| Tuvalu | — | 8 | 8 | 5 | 7 |
| Uganda | 10 | 10 | 11 | 5 | 8 |
| Ukraine | 7 | 7 | 7 | 5 | 8 |
| United Arab Emirates | 10 | 10 | 10 | 5 | 8 |
| Uruguay | 12 | 13 | 12 | 5 | 6 |
| Uzbekistan | — | 7 | 7 | 5 | 8 |
| Vanuatu | 8 | 8 | 8 | 5 | 7 |
| Vatican City | — | 6 | 6 | 3 | 3 |
| Venezuela | 12 | 12 | 12 | 5 | 6 |
| Vietnam | 8 | 9 | 8 | 5 | 7 |
| Wallis and Futuna Islands | — | 9 | 9 | 5 | 7 |
| Western Samoa | 8 | 8 | 8 | 5 | 7 |
| Yemen | 10 | 10 | 11 | 5 | 8 |
| Zambia | 10 | 10 | 11 | 5 | 8 |
| Zimbabwe | 11 | 11 | 11 | 5 | 8 |

¹ ISAL service not available to all countries. See Individual Country Listings for availability.

International Mail Manual (IMM)

1 International Mail Services

110 General Information

111 Scope

This manual sets forth the conditions and procedures for the preparation and treatment of mail sent from the United States to other countries and the treatment of mail received from other countries. Its counterpart in the domestic mail service is the *Domestic Mail Manual* (DMM). Cross-references to the DMM are provided wherever domestic

conditions and procedures apply to the preparation or treatment of international mail.

112 Mailer Responsibility

Regardless of any statement contained in this manual or the statements of any employee of the United States Postal Service, the burden rests with the mailer to ensure that he or she has complied with the prescribed laws and regulations governing domestic and international mail, both those of the United States and those of the destination country.

113 Individual Country Listings

Individual Country Listings (ICLs) provide information about conditions of mailing, postage rates, and special services for each country. ICLs are arranged alphabetically. Most subtitles are followed by a chapter citation in parentheses.

114 Availability

Customers may access this manual online at <http://pe.usps.gov>. A printed copy may be purchased from:

SUPERINTENDENT OF DOCUMENTS
US GOVERNMENT PRINTING OFFICE
941 N CAPITOL ST NE
WASHINGTON DC 20402-9371

115 Official Correspondence**115.1 Correspondence With Headquarters****115.11 Operations**

Questions regarding the proper classification, postal rates and fees, preparation requirements, claims and inquiries, special services, mailability, or any other classification aspect of international mail should be directed to local postal officials. Regulatory matters relating to international mail should be directed to the appropriate rates and classification service center (RCSC). See DMM G042 for a listing of RCSCs and service areas.

115.12 Policy and Representation

Correspondence concerning the following should be addressed to:

DIRECTOR INTERNATIONAL POSTAL AFFAIRS
US POSTAL SERVICE
475 L'ENFANT PLZ SW
WASHINGTON DC 20260-6500

- a. Policy matters relating to international mail and international postal affairs.
- b. Negotiation and interpretation of postal agreements.
- c. Communications of a nonroutine nature from foreign postal officials.
- d. Postal Service representation at international postal meetings.
- e. Postal Service representation at meetings with other federal departments and agencies relating to international postal affairs.
- f. Visits by foreign postal officials.

115.13 Transportation and Distribution

Correspondence concerning the transportation of international civil and military mail by surface and air, including the following, should be addressed to:

MANAGER INTERNATIONAL OPERATIONS
US POSTAL SERVICE
475 L'ENFANT PLZ SW
WASHINGTON DC 20260-6500

- a. Containerization and plant loads.
- b. Conveyance rates.
- c. Designation of U.S. exchange offices.
- d. Documentation.
- e. Internal air conveyance, terminal, and transit charges.
- f. Mode of transport.
- g. Related forms and reports.
- h. Routing.
- i. Schedules and performance of U.S. and foreign flag carriers.
- j. Distribution procedures and schemes.

115.14 Investigations

Correspondence relating to investigation of losses, deprecations (robberies or riflings), and security of international mail should be addressed to:

CHIEF POSTAL INSPECTOR
INSPECTION SERVICE
US POSTAL SERVICE
475 L'ENFANT PLZ SW
WASHINGTON DC 20260-2100

115.15 International Money Orders

Correspondence relating to international money orders, including operational procedures, accounting, cashing, and issuing, should be addressed to:

INTERNATIONAL MONEY ORDER SECTION
ACCOUNTING SERVICE CENTER
US POSTAL SERVICE
PO BOX 14964
ST LOUIS MO 63182-9421

115.2 Correspondence With Foreign Postal Authorities**115.21 Correspondence Permitted**

Correspondence is permitted between foreign postal authorities and Postal Inspectors-in-Charge and the postmasters (listed in 931.2) acting under the instructions for processing inquiries described in 928. U.S. exchange offices may correspond with their foreign counterparts only through bulletins of verification and exchanges of documentation.

115.22 Correspondence Not Permitted

In all other cases, postmasters, area offices, and other field units of the Postal Service must *not* correspond directly with postal officials in other countries, but must refer inquiries from those officials to Headquarters for attention. (See 115.1 for referral points for particular subjects.)

115.3 Correspondence With Foreign Individuals

115.31 Correspondence Permitted

Postmasters, area offices, and other field units of the Postal Service may reply directly to inquiries and engage in other necessary correspondence with individuals and firms in other countries.

115.32 Customer's Address

A customer's address may not be given out without the customer's consent.

120 Preparation for Mailing

121 Packaging — Sender's Responsibility

It is the responsibility of the sender to prepare items and to address them clearly and correctly. In preparing items for mailing, the sender must (1) use strong envelopes or durable packaging material, and (2) consider the nature of the articles being mailed and the distance they must travel to reach the addressee. (See DMM C010.2.0 for detailed instructions.)

122 Addressing

122.1 Destination Address

- a. At least the entire right half of the address side of the envelope, package, or card should be reserved for the destination address, postage, labels, and postal notations.
- b. Addresses must be printed in ink or typewritten. Pencil is unacceptable.
- c. The name and address of addressee must be written legibly with roman letters and Arabic numbers, all placed lengthwise on one side of the item. For parcels, addresses should also be written on a separate slip enclosed in the parcel.
- d. Addresses in Russian, Greek, Arabic, Hebrew, Cyrillic, Japanese, or Chinese characters must bear an interline translation in English of the names of the post office and country of destination. If the English translation is not known, the foreign language words must be spelled in roman characters (print or script). See 293.91 and 284.1 for an *optional* addressing procedure that applies only to direct country sacks of International Surface Air Lift (ISAL) mail or International Priority Airmail (IPA), respectively.
- e. Mail may *not* be addressed to a person in one country "in care of" a person in another country.
- f. The name of the sender and/or addressee may *not* be in initials except where they are an adopted trade name.

g. Mail may *not* be addressed to "Boxholder" or "Householder."

h. The following exceptional form of address, in French or a language known in the country of destination, may be used on printed matter: the addressee's name and "or Occupant."

Example: MR THOMAS CLARK OR OCCUPANT

- i. The house number and street address or box number must be included when mail is addressed to towns or cities.
- j. The address of items sent to General Delivery (in French, "Poste Restante") must indicate the name of the addressee. The use of initials; figures; simple, given names; or fictitious names is not permitted on articles addressed for general delivery.
- k. The last line of the address must show only the country name, written in full (no abbreviations) and in capital letters. For example:

MR THOMAS CLARK
117 RUSSELL DRIVE
LONDON W1P 6HQ
ENGLAND

MS C P APPLE
APARTADO 3068
46807 PUERTO VALLARTA JALISCO
MEXICO

Exception: To Canada, either of the following address formats may be used when the postal delivery zone number is included in the address:

MS HELEN SAUNDERS
1010 CLEAR STREET
OTTAWA ON K1A 0B1
CANADA

MS HELEN SAUNDERS
1010 CLEAR STREET
OTTAWA ON CANADA
K1A 0B1

122.2 Return Address

The complete address of the sender, including ZIP Code and country of origin, should be shown in the upper-left corner of the address side of the envelope, package, or card. Only one return address may be used. It must be located so that it does not affect either the clarity of the address of destination or the application of service labels and notations (postmarks, etc.). Unregistered items bearing a return address in another country are accepted only at the sender's risk. In the case of bulk mailings, the return address must be in the country of mailing. For the purpose of this section, a "bulk mailing" is 200 or more pieces mailed at the same time by the sender.

123 Customs Forms

123.1 General

Only two customs declaration forms are used, as required under 123.6, for international mail: PS Form 2976, *Customs – CN 22 (Old C 1) and Sender’s Declaration* (green label); and PS Form 2976-A, *Customs Declaration and Dispatch Note CP 72 (Old C 2/CP 3/CP 2)*. PS Form 2976-E, *Customs Declaration Envelope CP 91*, is used with PS Form 2976-A for parcel post packages.

Note: The May 1996 and December 1996 versions of PS Form 2976 may no longer be used. Postal customers are now required to use the June 1997 version, or a subsequent version, whenever a mailing transaction necessitates the affixing of PS Form 2976. Except as provided in 123.3, it is also mandatory that they present a fully completed Sender’s Declaration, which specifies both the Sender’s Name and Address and the Addressee’s Name and Address, at the time of mailing.

123.2 Availability

Customs declaration forms are available without charge at post offices. Upon request, mailers may receive a reasonable supply for mail preparation.

123.3 Privately Printed Forms

If authorized, mailers may privately print PS Forms 2976 and 2976-A. Privately printed forms must be identical in size, design, and color to the Postal Service forms, and each form must contain a unique code 128 barcode number that can be read by Postal Service equipment. Form specifications may be obtained from:

MANAGER PRICING COSTING AND CLASSIFICATION
INTERNATIONAL BUSINESS
US POSTAL SERVICE
475 L’ENFANT PLZ SW
WASHINGTON DC 20260-6500

For authorization, mailers must submit at least two preproduction samples to the Manager, International Pricing, Costing, and Classification, at the above address, for review and approval. If three or more items are presented at one time, the mailer may omit printing the post office copy of PS Forms 2976 and 2976-A if a manifest of the items is provided. The manifest must contain the same mailer’s certification statement and edition date printed on the Postal Service forms. Entries on the manifest must be typewritten

or printed in ink or by ballpoint pen. The manifest must contain the sender’s name and address; the sender’s print authorization (i.e., barcode) number; the edition date of the privately printed PS Form 2976 that is being affixed to the mailpieces; a signed and dated reproduction of the certification statement that is printed on the USPS Sender’s Declaration; and a list of the foreign recipients’ names and delivery addresses.

123.4 Nonpostal Forms

Certain items must bear one or more of the forms required by the nonpostal export regulations described in chapter 5.

123.5 Place of Mailing

Except as specified below, postal items that require a completed customs declaration form may *not* be deposited into a street collection box or a post office lobby drop. Such items must be tendered to a USPS employee at a post office or other location as designated by the postmaster. Otherwise, they will be returned to the sender for proper entry and acceptance.

Exception: The above restriction on the deposit of customs mail does not apply to Global Express Mail (EMS) shipments paid through an Express Mail corporate account. Those items may be deposited into a designated Express Mail collection box or post office lobby drop.

123.6 Required Usage

123.61 Conditions

Customs declaration PS Forms 2976 or 2976-A and 2976-E must be used as shown in Exhibit 123.61.

Exhibit 123.61 Customs Declaration Forms Usage

| Mail Category | Declared Value | Required Form | Comment |
|---------------------------------------|----------------|---|---|
| Global Express Guaranteed (documents) | All values | Mailing label (item 11FGG1X) | |
| Global Express Mail (EMS) | All values | Use 2976 or 2976-A unless otherwise specified | See Note 3 at the bottom of this exhibit and the Individual Country Listings. |

| Mail Category | Declared Value | Required Form | Comment |
|--|-----------------------------------|------------------------------|---|
| Global Priority Mail (GPM) items, airmail letter-post items, and economy letter-post items that: (a) Weigh less than 16 ounces and do not have potentially dutiable contents. (b) Weigh 16 ounces or more; do not have potentially dutiable contents; and are entered by a known mailer. | N/A | None | A known mailer, as defined in 123.62, may be exempt from affixing customs forms to nondutiable mailpieces that weigh 16 ounces or more. |
| Global Priority Mail (GPM) items, airmail letter-post items, and economy letter-post items that: (a) Weigh less than 16 ounces and have potentially dutiable contents. (b) Weigh 16 ounces or more, regardless of their contents. | Under \$400 \$400 and over | Use 2976* Use 2976-A* | |
| Free Matter for the Blind — Economy | Under \$400 \$400 and over | 2976* 2976-A* | |
| Parcel Post — Airmail or Economy | Regardless of value | 2976-A with 2976-E | Form 2976 (green label) may not be used on parcel post packages. |
| Parcel Post — Airmail or Economy | Regardless of value | 2976-A with 2976-E | Form 2976 (green label) may not be used on parcel post packages. |

| Mail Category | Declared Value | Required Form | Comment |
|---|-----------------------------------|-----------------------|---------|
| M-bag — Airmail or Economy (Note: An M-bag requires a customs form when it contains potentially dutiable printed matter, admissible merchandise items as defined in 261.22, or some combination thereof.) | Under \$400 \$400 and over | 2976* 2976-A * | |

* Placement of forms: For items under \$400 in value, PS Form 2976 (green label) should be used and affixed to the outside of the item. If the value of the contents is \$400 and over, the upper-left section of PS Form 2976 (green label) should be attached to the outside of the item and a separate PS Form 2976-A must be completed and enclosed inside the package.

Notes:

1. See 233.3 for the customs form requirements that specifically pertain to Global Priority Mail (GPM) items.
2. Bulk business products, including International Surface Air Lift (ISAL) and International Priority Airmail (IPA), require customs forms based on package contents and weight as specified above and as required by the country of destination.
3. Global Express Mail (EMS) shipments that contain correspondence, documents, or commercial papers are subject to the following customs form requirements:
 - a. When an EMS shipment with those categories of contents weighs less than 16 ounces, the determination as to whether or not to affix PS Form 2976 is dependent upon the conditions of mailing that are applicable to a particular destination country. Some countries require that a customs form be affixed to EMS shipments in that situation. Others require only that a "BUSINESS PAPERS" endorsement be placed on the wrapper of such shipments. See the Individual Country Listings for each country's specification in that area.
 - b. When the EMS shipment with those categories of contents weighs 16 ounces or more, PS Form 2976 is required.

123.62 Known Mailers

A “known mailer” is defined as:

- a. A business customer who tenders volume mailings through a business mail entry unit (BMEU) or other bulk mail acceptance location; completes a statement of mailing at the time of entry; pays postage through an advance deposit account; and uses a permit imprint as an indication of postage payment. International Surface Air Lift (ISAL) and International Priority Airmail (IPA) customers are considered to be known mailers for this purpose.
- b. A federal, state, or local government agency whose mail is regarded as official mail.
- c. A contractor who sends out prepaid mail on behalf of a military service, provided the mail is endorsed “Contents for Official Use — Exempt From Customs Requirements.”

Note: For aviation security purposes a known mailer may be exempt from providing customs declaration forms (as required in 123.61) on items weighing 16 ounces or more, unless required by the destination country. A known mailer must complete the declaration on the postage statement, certifying that all items in the mailing contain no dangerous material that is prohibited by postal regulations. Known mailers and other mailers must complete the necessary customs form when sending dutiable items or merchandise. International mail with meter postage is not considered from a known mailer.

123.63 Additional Security Controls

When the chief postal inspector determines that a unique, credible threat exists, the Postal Service may require a mailer to provide photo identification at the time of mailing. The signature on the identification must match the signature on the customs declaration form.

123.7 Completing Customs Forms**123.71 PS Form 2976, Customs - CN 22 (Old C 1) and Sender's Declaration (green label)****Exhibit 123.71 PS Form 2976, Customs – CN 22 (Old C 1) and Sender's Declaration (green label)**

[Exhibit not included.]

123.711 Preparation by Sender

A sender completes PS Form 2976, *Customs – CN 22 (Old C 1) and Sender's Declaration* (green label), by:

- a. Providing a complete description of each article in the item, even if it contains commercial samples, documents, gifts, or merchandise. General descriptions such as “food,” “medicine,” “gifts,” or “clothing” are not acceptable. The description must be in English,

although an interline translation in another language is permitted.

- b. Stating the exact quantity of each article in the item.
- c. Declaring the value, in U.S. dollars, of each article in the item. The sender may declare that the contents have no value (declaring no value does not exempt an item from customs examination or charges in the destination country).
- d. Showing the total weight of the item, if known.
- e. Indicating in the appropriate check box on the form whether the item contains gifts, merchandise, or commercial samples. If not, the sender does not check these boxes.
- f. Entering the sender's full name and address and the addressee's full name and address in the blocks indicated.
- g. Signing and dating in the blocks indicated on both parts of the form. The sender's signature certifies that all entries are correct and that the item contains no dangerous material prohibited by postal regulations.
- h. Affixing the form to the address side of the item and presenting it for mailing.

123.712 Acceptance by Postal Employee (PS Form 2976)

The Postal Service acceptance employee must:

- a. Instruct the sender how to complete, legibly and accurately, the customs declaration form, as required. Failure to complete the form properly can delay delivery of the item or inconvenience the sender and addressee. Moreover, a false, misleading, or incomplete declaration can result in the seizure or return of the item and/or in criminal or civil penalties. The United States Postal Service assumes no responsibility for the accuracy of information that the sender enters on PS Form 2976.
- b. Verify that the required information is entered on the form and that the sender has signed both parts of the form (the part affixed to the item and the part separated for postal records).
- c. Enter the weight of the item on the form, if not already done.
- d. Remove the post office copy of PS Form 2976 and advise the customer that a copy of the declaration will be retained as a record of mailing for 30 days.
- e. Round stamp any uncanceled stamps, and if postage is paid by meter, round stamp the front of the piece near the meter postage.

Note: To comply with international mail aviation security procedures, any items weighing 16 ounces or more that are not accepted by an authorized employee, or where

acceptance conditions are uncertain (e.g., if received through a collection box or left on an unattended dock), must be endorsed properly with "customer notification DDD-2 sticker" and "surface only" and returned to the sender by surface transportation. Consult the most recent International Aviation Security Procedures for comprehensive acceptance procedures.

123.72 PS Form 2976-A, Customs Declaration and Dispatch Note CP 72 (Old C 2/CP 3/CP 2)

Exhibit 123.72 PS Form 2976-A, Customs Declaration and Dispatch Note CP 72 (Old C 2/CP 3/CP 2)

[Exhibit not included.]

123.721 Preparation by Sender

A sender completes PS Form 2976-A, *Customs Declaration and Dispatch Note CP 72 (Old C 2/CP 3/CP 2)*, by:

- a. Providing the names and addresses of the sender and addressee.
- b. Providing information about the contents of the parcel or item. (If there is insufficient space on the customs declaration form to list all contents of the parcel or item, a second form is used to continue listing the contents. The first form must be annotated to indicate two forms. Both forms are placed into PS Form 2976-E (envelope).) The sender lists this information by:
 - (1) Providing a complete description of each article in the parcel or each item, even if it contains commercial samples, documents, gifts, or merchandise. General descriptions such as "food," "medicine," "gifts," or "clothing" are not acceptable. The description must be in English, although an interline translation in another language is permitted.
 - (2) Showing the exact quantity of each article in the parcel or item.
 - (3) Declaring the value, in U.S. dollars, of each article in the parcel or item. The sender may declare that the contents have no value (declaring no value does not exempt the parcel or item from customs examination or charges in the destination country).
 - (4) Showing the net weight of each article in the parcel or item.
- c. Indicating in the appropriate check box on the form whether the parcel or item contains commercial samples, documents, gifts, or merchandise. If not, the sender does not check these boxes.

- d. For parcel post only, providing disposal instructions in the event that a parcel cannot be delivered. The sender checks the appropriate box on the form to indicate whether the parcel is to be returned, treated as abandoned, or forwarded to an alternate address. (Undeliverable parcels returned to the sender are subject to collection of return postage on delivery and any other charge assessed by the foreign postal authorities. The sender must check the box "Abandon" for any parcel for which the sender is unwilling to pay return postage.)
- e. Signing and dating the form in the block indicated. The sender's signature certifies that all entries are correct and that the parcel or item contains no dangerous material prohibited by postal regulations.
- f. Presenting the parcel post package or item for mailing at a post office and affixing PS Form 2976-A according to the class of mail, as follows:
 - (1) For parcel post, the sender must not place PS Form 2976-A inside PS Form 2976-E (envelope) before the postal acceptance employee completes the required information described in 123.722. After the postal employee completes PS Form 2976-A, the sender places the form inside PS Form 2976-E and affixes it to the outside of the parcel.
 - (2) For an item other than parcel post (i.e., letter-post items) valued at \$400 or more, the sender places PS Form 2976-A inside the item before the postal employee accepts the item. If the sender does not want to show on the outside wrapper the contents of letter-post items, the sender affixes the upper-left part of PS Form 2976 to the wrapper and completes PS Form 2976-A and encloses it in the item.

123.722 Acceptance by Postal Employee (PS Form 2976-A)

The Postal Service acceptance employee must:

- a. Instruct the sender how to complete, legibly and accurately, PS Form 2976-A, *Customs Declaration and Dispatch Note*, as required. Failure to complete the form properly can delay delivery of the item or inconvenience the customer. Moreover, a false, misleading, or incomplete declaration can result in the seizure or return of the item and/or in criminal or civil penalties. The United States Postal Service assumes no responsibility for the accuracy of information that the sender enters on the form.
- b. Verify that the required information is entered on the form and that the sender has signed both parts of the form (the part affixed to the item and the part separated for postal records). The sender's address on

the mailpiece must match the sender's address on the customs declaration.

- c. Complete an insurance receipt and affix the insured number label to the package, if the contents are to be insured. The postal employee enters on the form the insured number and the insured amount in U.S. dollars and SDRs. (See Exhibit 324.22 for conversion to SDRs.)
- d. Weigh the parcel and enter on the form the gross weight and the amount of postage.
- e. Postmark the third copy of the form in the appropriate place.
- f. Remove the post office copy of the form and advise the customer that a copy of the declaration will be retained as a record of mailing for 30 days.
- g. Round stamp any uncancelled stamps and, if postage is paid by meter, round stamp the front of the piece near the meter postage.

Note: To comply with international mail aviation security procedures, any items weighing 16 ounces or more that are not accepted by an authorized employee, or where acceptance conditions are uncertain (e.g., if received through a collection box or left on an unattended dock) must be endorsed properly with "customer notification DDD-2 sticker" and "surface only" and returned to the sender by surface transportation. Consult the most recent International Aviation Security Procedures for comprehensive acceptance procedures.

123.73 PS Form 2976-E, Customs Declaration Envelope CP 91

PS Form 2976-E is a transparent plastic envelope designed for carriage of PS Form 2976-A for parcel post. Upon completion of the forms, the sender inserts the form into the envelope and affixes it to the outside of the parcel.

130 Mailability

131 General

131.1 Domestic Limits

All articles that are nonmailable in domestic mail are nonmailable in international mail. See DMM C020 and C030 and Publication 52, *Acceptance of Hazardous, Restricted, or Perishable Matter*.

131.2 International Limits

Many articles that are mailable in domestic mail are nonmailable in international mail. See section 630 of Publication 52 and the prohibitions and restrictions in the Individual Country Listings.

131.3 Individual Country Prohibitions and Restrictions

131.31 Information Available

Information on articles that are prohibited or restricted to individual countries appears under "Prohibitions and Restrictions" in the Individual Country Listings. These prohibitions and restrictions are based on information furnished by the countries concerned. Customers should inquire at the post office about specific prohibitions or restrictions.

131.32 Prohibited and Restricted Articles

Articles that are prohibited by the destination country are nonmailable. For mail known to contain articles restricted by the destination country, the sender must be informed of the restrictions and advised that the articles are subject to the import requirements of that country.

131.33 Return or Seizure of Mail

A country may return or seize mail containing articles prohibited or restricted within that country, whether or not notice of such prohibition or restriction has been provided to or published by the Postal Service.

131.34 Foreign Customs Information

The Postal Service does not maintain or provide information concerning the assessment of customs duty in other countries. Postal employees must not attempt to inform customers whether articles (gifts or commercial shipments) will be subject to customs duty. Postal employees may suggest to customers, however, that they inform the addressees in advance of the articles they intend to mail. Addressees can then obtain information from their local customs authorities. No provision is made for prepayment of customs duty on mail addressed for delivery in foreign countries.

131.4 Mailer Responsibility

Regardless of any statement in this manual or the statement of any employee of the United States Postal Service, the burden rests with the mailer to ensure compliance with domestic, international, and individual country rules and regulations for mailability.

131.5 Preparation for Mailing

131.51 General Packaging Requirements

Parcels of articles or goods must meet the requirements of DMM C010.2.0. The size and weight limits for each of several grades of fiberboard boxes are as specified for difficult loads in DMM C010.3.1c. Reinforce boxes in each of two directions around the package (see DMM C010.3.1g).

131.52 Special Packaging Requirements

Each mailer must meet the following special packaging requirements when mailing any of the following articles:

- a. Fragile articles, such as glass, must be cushioned in accordance with DMM C010.4.0 to dissipate shock and pressure forces over as much of the surface of the item as possible.
- b. Liquids must be packaged in accordance with DMM C010.2.4.
- c. Fatty substances that do not easily liquefy, such as ointments, soft soap, resins, etc., as well as silkworm eggs, must be packaged in an interior container (box, cloth, or plastic bag) and placed in an outer shipping container of minimum 275-grade test strength.
- d. Dry, powdered dyes, such as aniline, must be enclosed in sift-proof, sturdy tin or plastic boxes in an outer sift-proof shipping container. This container must have a minimum 275-grade test strength fiberboard or equivalent (see DMM C010.3.1).

132 Written, Printed, and Graphic Matter

132.1 Domestic Limits

All written, printed, and graphic matter that is described as nonmailable in DMM C030 is nonmailable internationally. This matter includes but is not limited to:

- a. Advertisements for abortion (DMM C031.4.3).
- b. Advertisements for motor vehicle master keys (DMM C031.4.2).
- c. Copyright violations (DMM C031.5.2).
- d. Fictitious matter (DMM C031.5.1).
- e. Lottery matter (DMM C031.3.0).
- f. Matter inciting violence (DMM C031.5.5).
- g. Solicitations in the guise of bills or statements of account (DMM C031.1.0).
- h. Solicitations or inducements for mailing harmful matter, radioactive materials, controlled substances, or intoxicating liquors (DMM C031.4.0).

Note: Immoral or obscene articles and advertisements for them are nonmailable.

132.2 Reply Cards and Envelopes

Items may not contain any card or envelope intended for reply purposes (addressed for return) if postage for that reply is denoted by U.S. stamps, domestic business reply, or other domestic indicia. International Business Reply Service (IBRS) cards and envelopes may be enclosed.

133 Improperly Addressed Mail

The following items are nonmailable in international mail:

- a. Unaddressed items.

- b. Items whose ultimate destination cannot be determined due to insufficient, illegible, or incorrect addressing.
- c. Items bearing multiple addresses to the same or different countries.

134 Valuable Articles

134.1 List of Articles

The following valuable articles may be sent only in registered letter-post mailpieces or insured parcels and are not mailable in Global Express Mail (EMS) shipments (see 211.2).

- a. Coins, banknotes, and currency notes (paper money).
- b. Instruments payable to bearer. (The term "instruments payable to bearer" includes checks, drafts, or securities that can be legally cashed or easily negotiated by anyone who may come into possession of them. A check or draft payable to a specific payee is not regarded as payable to bearer unless the payee has endorsed it. If not endorsed, or if endorsed in favor of another specific payee, it is not regarded as payable to bearer.)
- c. Traveler's checks.
- d. Manufactured and unmanufactured platinum, gold, and silver.
- e. Precious stones, jewels, jewelry, and other valuable articles.

Note: The term "jewelry" is generally understood to denote articles of more than nominal value. Inexpensive jewelry, such as tie clasps and costume jewelry, containing little or no precious metal, is not considered to be jewelry within the meaning of this section and is accepted under the same conditions as other mailable merchandise to any country. Inexpensive jewelry is accepted to countries that prohibit jewelry, but only at the sender's risk.

134.2 Prohibitions

Individual countries prohibit or restrict some or all of the valuable items listed above. See the Prohibitions and Restrictions section in the Individual Country Listings.

135 Mailable Dangerous Goods

135.1 Biological Substances

135.11 General Conditions

Infectious and noninfectious biological substances are acceptable in the international mail subject to the provisions of DMM C023.10 and under the additional conditions specified in subsections below.

135.12 Type of Mail

Such substances may be sent *only* in registered airmail letter-post mailpieces.

135.13 Senders and Receivers

Such substances may be sent *only* by authorized laboratories to their foreign counterparts in those countries that have indicated a willingness to accept them.

Note: Countries distinguish between infectious and noninfectious biological substances and may prohibit one or the other or both. See Prohibitions in the Individual Country Listings.

135.2 Authorization**135.21 Authorized Institutions**

Biological substances can be sent to or received by *only* the following types of institutions:

- a. Laboratories of local, state, and federal government agencies.
- b. Laboratories of federally licensed manufacturers of biological products derived from bacteria and viruses.
- c. Laboratories affiliated with or operated by hospitals, universities, research facilities, and other teaching institutions.
- d. Private laboratories licensed, certified, recognized, or approved by a public authority.

135.22 Request for Authorization

Qualifying institutions wishing to mail letter packages containing biological substances must submit a written request on its organizational letterhead to the following address:

MANAGER PRICING COSTING AND CLASSIFICATION
INTERNATIONAL BUSINESS
US POSTAL SERVICE
475 L'ENFANT PLZ SW 370 IBU
WASHINGTON DC 20260-6500

In its letter of application, the institution must indicate the nature of its work, the identity and qualifications of the prospective recipient, and the number of packages to be mailed. On approval of the application, the requisite number of biological substance mailing labels will be furnished by the Postal Service.

135.3 Packaging**135.31 Infectious Biological Substances**

Infectious biological substances are limited to 50 milliliters (ml) per outside package and must be packaged in accordance with DMM C023.10.3 and as follows:

- a. The second watertight container must also be surrounded by sufficient absorbent material to absorb the entire contents in case of leakage.

- b. Screw cap closures must be reinforced with pressure-sensitive tape.
- c. Infectious substances shipped in a refrigerated or frozen state must *not* be sent in an inner container with a metal screw cap. A heat-sealed skirted stopper or metal crimp seal must be used to prevent the contents from leaking.
- d. When wet ice is used as a preservative, the following procedures must be followed:
 - (1) The ice must be placed between the second container and the outer packaging.
 - (2) The outer packaging should be designed with interior supports to prevent it from collapsing after the ice melts.
 - (3) The entire package must be leakproof.

135.32 Noninfectious Biological Substances

Noninfectious biological substances are limited to 1,000 ml per interior primary container and 4,000 ml per outer shipping container and must be packaged in accordance with DMM C023.10.4.

Note: Dry ice (carbon dioxide solid) is not acceptable in international mail.

135.4 Marking**135.41 Infectious Biological Substances**

Letter-post items that contain infectious biological substances should be identified by a black and white diamond-shaped label with the division number 6.2 in the bottom, in addition to the Etiologic Agents/Biohazard Material label. The top half of the label must bear the designated symbol for infectious substances, while the bottom half must contain the following warning:

"INFECTIOUS SUBSTANCE. IN CASE OF DAMAGE OR LEAKAGE IMMEDIATELY NOTIFY THE PUBLIC HEALTH AUTHORITY."

135.42 Noninfectious Biological Substances

Letter-post items that contain noninfectious biological substances must be identified by a violet-colored label bearing the prescribed symbol and French wording for perishable biological materials: "MATIERES BIOLOGIQUES PERISSABLES."

135.43 Shipping Descriptions

The appropriate shipping description must be marked on each package (e.g., for infectious substances affecting humans, "CONTAINS (NAME OF SUBSTANCE), UN2814," or for infectious substances affecting animals, "CONTAINS (NAME OF SUBSTANCE), UN2900").

135.44 Shipper's Declaration

If the material is to be transported by air, a shipper's declaration is also required. See Publication 52, Exhibit 622.1b.

135.5 Handling and Dispatch**135.51 Biological Substances**

Letter-post items that contain perishable biological substances must be given careful yet expeditious handling from receipt through dispatch.

135.52 Infectious Substances

Shipments containing infectious substances must be segregated from other types of mail matter (i.e., placed in separate sacks). PS Tag 44, *Sack Contents Warning*, must be attached to the outside of sacks to identify the hazardous nature of the contents. PS Tag 44 is for internal use only and must be removed from mail sacks, and the hazardous materials tendered to air carriers as outside pieces.

135.6 Radioactive Materials

Shipments containing radioactive materials are acceptable in the international mail subject to the provisions of DMM C023.9 (see also Publication 52, *Acceptance of Hazardous, Restricted, or Perishable Matter*) and under the following conditions:

- a. Shipments may be sent only in registered letter-post mailpieces.
- b. Shipments may be sent only to those countries that have expressed a willingness to accept radioactive materials. See Prohibitions and Restrictions in the Individual Country Listings.
- c. Shipments must comply with the International Atomic Energy Agency rules and regulations.
- d. Senders and recipients of radioactive materials must receive prior authorization from the appropriate regulatory authorities within their countries.
- e. A white package label bearing the French words "Matieres Radioactives" (radioactive materials) must be applied to the address side of each package containing radioactive materials. Senders are responsible for supplying and affixing this label to the package.
- f. The package must also bear the following endorsements in bold letters: "RETURN TO SENDER IN CASE OF NONDELIVERY" and "RADIOACTIVE MATERIALS, QUANTITIES PERMITTED FOR MOVEMENT BY POST."

136 Nonmailable Dangerous Goods

The following dangerous goods (hazardous materials, as defined in DMM C023) are prohibited in the international mail:

- a. Explosives or explosive devices (DMM C023.2.0).
- b. Flammable materials (DMM C023.3.0).
 - (1) Pyrophoric, flammable, or combustible liquids with a closed cup flash point below 200°F (DMM C023.3.1 and C023.3.2).
 - (2) Flammable solids, including matches (DMM C023.3.3 and C023.3.5).
- c. Oxidizers (DMM C023.3.4).
- d. Corrosives, liquid or solid (DMM C023.4.0).
- e. Compressed gases (DMM C023.5.0).
 - (1) Flammable.
 - (2) Nonflammable with an absolute pressure exceeding 40 psi at 70°F or 104 psi at 130°F.
- f. Poisons, irritants, controlled substances, and drug paraphernalia (DMM C023.6.0, C023.7.0, and C023.8.0).
- g. Magnetized material with a magnetic field strength of .002 gauss or more at a distance of 7 feet (DMM C023.11.1).
- h. Dry ice (carbon dioxide solid) (DMM C023.11.2).

137 Other Restricted Materials

The items listed under DMM C024.7.0 through C024.14.0 are prohibited in the international mail, except as specified in the Individual Country Listings. This includes intoxicating liquor, matter emitting obnoxious odor (liquids and powders), motor vehicle master keys, battery-powered devices, odd-shaped items in envelopes, and abortive and contraceptive devices.

138 Firearms, Knives, and Sharp Instruments

The items listed under DMM C024.1.0 through C024.5.0 may be mailed to certain countries under the conditions specified in the Individual Country Listings. See 540 for U.S. Department of State licensing requirements applicable to the international mailing of arms or implements of war, component parts, and related technical data.

139 Perishable Matter**139.1 Animals**

All live or dead animals are nonmailable, except the following:

- a. Live bees, leeches, and silkworms (DMM C022.3.7 and C022.3.8).
- b. Dead insects or reptiles, when thoroughly dried.

- c. Parasites and predators of injurious insects, if the following conditions are met:
- (1) They are admissible in the domestic mail.
 - (2) They are useful in controlling harmful insects.
 - (3) They are exchanged by officially recognized scientific or health agencies.
 - (4) They are sent in letter-post packages.
 - (5) Mailable animals must be in containers conforming to the requirements in the DMM.

139.2 Plants

139.21 General Restrictions

Plants, seeds, and plant materials, including fruits and vegetables, are subject to the provisions of DMM C022; Publication 14, *Prohibitions and Restrictions on Mailing Animals, Plants, and Related Products*; and the quarantine regulations of the country of destination. Customers can obtain information from the U.S. Department of Agriculture (USDA) Animal and Plant Health Inspection Service (APHIS) Plant Protection and Quarantine (PPQ) Programs at:

USDA APHIS PPQ
4700 RIVER RD
RIVERDALE MD 20737-1228

139.22 Tobacco Seeds and Tobacco Plants

It is unlawful to export any tobacco seed or live tobacco plants without a written permit granted by the U.S. Secretary of Agriculture. See 560 for procedures and processing requirements.

139.3 Eggs

139.31 Restrictions

Eggs may be sent only by parcel post. See 550 for nonpostal regulations on dried whole eggs.

139.32 Packaging

Eggs must be packaged in the following manner:

- a. Eggs mailed to any country except Canada must be placed in a metal egg container. Each egg must be packed in cushioning material. The metal egg container must be enclosed in an outer container of wood with cushioning packed between the two containers.
- b. Eggs mailed to Canada may be packed either as prescribed in 139.32a or in a box of rigid material with a tight-fitting lid. Each egg must be wrapped in protective material and placed on end. Vacant spaces in the box must be filled with packing material to prevent the eggs from striking each other or the box.

139.4 Food and Other Perishable Articles

Fruits, vegetables, fresh meats, and other articles that easily decompose or that cannot reasonably be expected to reach their destination without spoiling are nonmailable.

140 International Mail Categories

141 Definitions

141.1 General

There are five principal categories of international mail that are primarily differentiated from one another by speed of service. They are Global Express Guaranteed (GXG), Global Express Mail (EMS), Global Priority Mail (GPM), air-mail, and economy mail.

141.2 Global Express Guaranteed

Global Express Guaranteed is the U.S. Postal Service's premium international mail service. GXG is an expedited delivery service that is the product of a business alliance between the U.S. Postal Service and DHL Worldwide Express, Inc. It provides reliable, high-speed, time-definite service from designated U.S. ZIP Code areas to locations in most destination countries and territorial possessions. GXG is guaranteed to meet destination-specific delivery standards or the postage will be refunded. If a shipment is lost or damaged, liability for document reconstruction is limited to a maximum of \$100. The maximum weight is 70 pounds to all destinations.

141.3 Global Express Mail

The next level of service, in terms of speed and value-added features, is Global Express Mail (EMS). EMS is an expedited mail service that can be used to send documents and merchandise to most of the country locations that are individually listed in this publication. EMS insurance coverage against loss, damage, or rifling, up to a maximum of \$500, is provided at no additional charge. Additional merchandise insurance coverage up to \$5,000 may be purchased at the sender's option. However, document reconstruction insurance coverage is limited to a maximum of \$500 per shipment. Return receipt service is available, at no additional charge, for EMS shipments that are sent to a limited number of countries. See 211.4. *Country specific* maximum weight limits range from 22 pounds to 70 pounds. See the Individual Country Listings. Although EMS shipments are supposed to receive the most expeditious handling available in the destination country, they are *not* subject to a postage refund guarantee if a delivery delay occurs.

141.4 Global Priority Mail

Global Priority Mail is an accelerated airmail service that provides customers with a reliable and economical means of sending correspondence, documents, printed matter, and light-weight merchandise items to the foreign destinations that are listed in 231.42. GPM items receive priority handling within the U.S. Postal Service and the postal administration of the country of destination. Senders can pay flat-rate postage by placing their contents into a standardized GPM envelope; or they can elect to pay variable weight postage by affixing a GPM sticker to a tyvek envelope, box, or other customer-furnished packaging. The maximum weight limit for GPM items is 4 pounds. Special services, such as registry, return receipt, recorded delivery, and insurance, are *not* available in combination with GPM service.

141.5 Airmail

Subject to the following definitions, airmail service may be used to send both letter-post items and parcel post packages to most foreign countries. Letter-post is a generic term for mailpieces of differing shapes, sizes, and contents, which weigh 4 pounds or less, that are subject to the provisions of the Universal Postal Union Convention. Letter-post items may contain any mailable matter that is not prohibited by the destination country. At the sender's option, special services, such as registry, return receipt, and recorded delivery, may be added on a country-specific basis.

Note: The letter-post classification encompasses all of the classes of international mail (i.e., letters and letter packages, post and postal cards, aerogrammes, printed matter, and small packets) that were formerly categorized as LC (letters and cards) and AO (other articles) respectively.

Parcel post, which is otherwise referred to as CP mail, is differentiated from letter-post because it is governed by the provisions of the UPU Postal Parcels Agreement. That classification is primarily designed to accommodate larger and heavier shipments, whose size and/or weight transcend the established limitations for letter-post items. It also affords senders the opportunity to obtain optional mailing services, such as insurance coverage and return receipt, which would otherwise be unavailable.

141.6 Economy Mail

Mailpieces that are classified as letter-post or parcel post can also be entered as economy mail. Under that classification, they are subject to the same regulatory requirements and conditions of mailing as the airmail items. The substantive differences between the two levels of service primarily relate to mode of transportation (air or surface), speed of service, and price.

142 Envelope and Card Specifications

142.1 Color

Only light-colored envelopes and cards that do not interfere with the reading of the address and postmark should be used. Do not use brilliant colors.

142.2 Quality

Envelopes and cards should be constructed of paper strong enough to withstand normal handling. Highly glazed paper or paper with an overall design is not satisfactory.

142.3 Shape

Rectangular.

142.4 Minimum Size

- a. Length: 5-1/2 inches.
- b. Height: 3-1/2 inches.

142.5 Window Envelopes

Window envelopes may be used under the following conditions:

- a. The address window must be parallel with the length of the envelope.
- b. The address window must be in the lower portion of the address side.
- c. Nothing but the name, address, and any key number used by the mailer may appear through the address window.
- d. The return address should appear in the upper-left corner. If there is no return address and the delivery address does not show through the window, the piece will be handled as undeliverable mail.
- e. The address disclosed through the window must be on white paper or paper of a very light color.
- f. When used for registered mail, window envelopes must conform with the conditions in DMM S911.3.7.
- g. Open panel envelopes (i.e., those in which the panel is not covered with a transparent material) are *not* acceptable in international mail.

142.6 Bordered Envelopes and Cards

Envelopes and cards that have green-colored bars or red- and blue-striped borders may be used for the sending of airmail letter-post items.

143 Official Mail

143.1 Mailings by Federal Agencies

Official mail (sent by federal agencies and departments listed in USPS Handbook DM-103, *Official Mail*) that bears the indicia prescribed in DMM E060.6.0 through E060.8.0

may be sent to foreign destinations. Such items are subject to the postage payment requirements, weight and size limits, customs form requirements, and general conditions for mailing that otherwise apply to the class and category of the international mail being sent.

143.2 USPS Mailings

International mailpieces that are sent by or on behalf of the U.S. Postal Service must bear the prescribed G-10 permit indicia. USPS official mail is subject to a 66-pound weight limit *except for* Global Express Mail (EMS) shipments going to Austria, Haiti, and Serbia-Montenegro and Global Express Guaranteed (GXG) shipments going to all authorized destination countries, which have a 70-pound weight limit.

143.3 Mail of a Former President and Surviving Spouse of a Former President

All nonpolitical mail of former U.S. Presidents, and of the surviving spouse of a former President, must be accepted without prepayment of postage if it bears the written signature of the sender, or a facsimile signature and the words "POSTAGE AND FEES PAID" in the upper-right corner of the address side.

143.4 General Secretariat of the Organization of American States

- a. Ordinary (unregistered) economy mail and airmail letter-post items bearing the return address of the Organization of American States (OAS) General Secretariat and weighing not more than 4 pounds are accepted without postage when addressed to the OAS member countries listed in 143.4c.
- b. Airmail service for items other than letter-post items and other special services may *not* be provided for OAS General Secretariat official mail without the prepayment of air postage or the fee for the special service requested.
- c. The following countries are members of the OAS:

| | |
|---------------------|--------------------------------|
| Antigua and Barbuda | Haiti |
| Argentina | Honduras |
| Bahamas | Jamaica |
| Barbados | Mexico |
| Bolivia | Nicaragua |
| Brazil | Panama |
| Canada | Paraguay |
| Chile | Peru |
| Colombia | St. Christopher and Nevis |
| Costa Rica | St. Lucia |
| Dominica | St. Vincent and the Grenadines |
| Dominican Republic | Suriname |
| Ecuador | Trinidad and Tobago |
| El Salvador | United States |
| Grenada | Uruguay |
| Guatemala | Venezuela |

143.5 Pan American Sanitary Bureau Mail

- a. Ordinary (unregistered) economy mail and all letter-post items bearing the return address of the bureau and weighing not more than 4 pounds is accepted without postage affixed when addressed to an OAS member country listed in 143.4c or to Cuba.
- b. Airmail service for items other than letter-post items and other special services may not be provided for bureau official mail without prepayment of air postage or of the fee for the special service requested.

150 Postage

151 Postage Rates

See Individual Country Listings.

152 Payment Methods

152.1 Prepayment

Each item must be fully prepaid to ensure prompt dispatch and to avoid assessment of charges against the addressee. For the treatment of shortpaid and unpaid mail, see 420.

152.2 Stamps

- a. Postage and fees for special services (see chapter 3) may be paid by means of U.S. postage stamps, postage meter stamps, or postage validation imprinter (PVI) labels. PVI labels are acceptable for all international mail transactions.
- b. Precanceled stamps may be used under the conditions applicable to domestic mail (see DMM P023).
- c. Airmail stamps may not be used on economy items.
- d. Postal customers may affix nondenominated postage stamps (e.g., the "G" stamp) to international mailpieces *except for those that bear a uniquely domestic rate marking, such as First-Class Presort, Bulk Rate, Presorted Standard, or Nonprofit Organization*. The nondenominated *Breast Cancer Research* semipostal stamp, which has a postage value that is equivalent to the domestic rate for a 1-ounce First-Class letter, may also be used for international mailing purposes. See DMM P022.1.6.

Note: See DMM P022.2.2 for stamps not valid as postage.

152.3 Permit Imprint

Exhibit 152.3 Permit Imprints

[Exhibit not included.]

152.31 Conditions of Use

Postage may be paid by permit imprints, subject to the general conditions stated in DMM P040 and P710.2.4. Postage charges are computed on PS Form 3651, *International*

Statement of Mailing with Permit Imprints, or other postage statements as required.

152.32 Minimum Number of Pieces

A single mailing must consist of not less than 200 pieces identical in size and weight and addressed to foreign destinations, unless otherwise specified.

Note: The pieces comprising the mailing do not have to be addressed to a single country.

Exception: See 293.2.

152.33 Required Format

Permit imprints for international mail must be prepared in one of the forms shown in Exhibit 152.3. No variations or additions such as *Bulk Rate*, *Presorted Standard*, *Enhanced Carrier Route Sort*, *Automation Rate*, or *Nonprofit Organization* are allowed.

152.4 Publishers' Periodicals

Postage on publishers' periodicals (Periodicals Mail) mailed by publishers or registered news agents who are domestic Periodicals Mail permit holders may be paid as provided in 242.22 and 242.23.

153 Placement of Postage

- a. Postage stamps and postage-paid impressions must be applied to the address side of mail in the upper-right corner. The postage meter stamp, postage validation imprinter (PVI) label, or permit may be affixed directly on the mailpiece or on the wrapper when plastic wrap is used.
- b. Nonpostage stamps, labels resembling postage stamps, or impressions resembling postage-paid impressions must *not* be placed on the address side of international mailpieces.

154 Rемаiled Items

New postage is required when mailpieces are reentered after having been returned to the sender by a foreign postal administration.

2 Conditions for Mailing

210 Global Express Guaranteed

* * * * *

220 Global Express Mail

221 Description

221.1 General

Global Express Mail (EMS) is a reliable high-speed mail service available to certain countries (see Individual Country Listings for service availability). There is no service guarantee for Global Express Mail. Global Express Mail is

available at designated postal facilities who are authorized to accept Express Mail.

221.2 Allowable Contents

Any item not prohibited in international mail is allowed in EMS. Refer to the Country Conditions for Mailing in the Individual Country Listings for individual country prohibitions. International postal money orders are admissible in EMS. However, they are negotiable only if the proper form is used. The following items are prohibited in all EMS shipments: coins; banknotes; 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.

221.3 Insurance and Indemnity

Global Express Mail items are insured against loss, damage, or rifling at no additional cost. Indemnity will be paid by the U.S. Postal Service as provided in DMM S010 and S500. However, Global Express Mail items are *not* insured against delay in delivery. Neither indemnity payments nor postage refunds will be made in the event of delay.

221.31 EMS Merchandise Insurance

Global Express Mail merchandise insurance coverage against loss, damage, or rifling is provided up to \$500 at no additional charge. Additional insurance coverage above \$500 may be purchased at the sender's option. The fee for optional Global Express Mail merchandise insurance coverage is \$1.00 for each \$100 or fraction thereof, up to a maximum of \$5,000 per shipment. See the Individual Country Listings for the applicable Global Express Mail insurance fees.

221.32 Purchase of Additional Insurance

When a mailer wants to insure an EMS merchandise shipment for more than \$500, the insurance fee is entered in the block marked "Insurance" on the mailing label. Coverage is limited to the actual value of the contents, regardless of the fee paid, or the highest insurance value increment for which the fee is fully paid, whichever is lower. See DMM S500.

221.33 Document Reconstruction Insurance

Nonnegotiable EMS documents are insured against loss, damage, or rifling at no additional cost to the mailer. Document reconstruction insurance coverage is limited to a maximum of \$500 per shipment. Additional coverage beyond the \$500 indemnity limit is not available. See DMM S010 and S500.

Note: EMS indemnity payments are subject to the provisions of DMM S010, DMM S500, and IMM 935. Neither indemnity payments nor postage refunds are payable for delayed delivery.

221.4 Return Receipt Service

Return receipt service is available for Global Express Mail items *only* to the following countries at no additional charge (see 340 for preparation procedures):

| | |
|----------------------------|---------------|
| Argentina | Liechtenstein |
| Australia | Pakistan |
| Bahrain | Qatar |
| Belgium | Singapore |
| Germany | South Africa |
| Greece | Spain |
| Guinea-Bissau | Switzerland |
| Hong Kong | Taiwan |
| Korea, Republic of (South) | Tunisia |
| Kuwait | |

222 Postage

222.1 Rates

222.11 Country Rates

See the Individual Country Listings for countries that offer Global Express Mail.

222.12 Express Mail Corporate Account Rates

Global Express Mail (EMS) rates will be reduced by 5 percent for all payments made through an Express Mail corporate account (EMCA) or through the federal agency payment system. The discount applies only to the postage portion of EMS rates. It does not apply to the pickup service charge, additional merchandise insurance coverage fees, or shipments made under an International Customized Mail agreement.

222.2 Payment of Postage

222.21 Methods of Payment

Global Express Mail items may be paid for with postage stamps, postage validation imprinter (PVI) labels, postage meter stamps, or through the use of an Express Mail corporate account.

222.22 Application for Corporate Account

A written application is required before mailing can be made under a corporate account (see DMM P500).

222.23 Official Mail

222.231 Mailings by Federal Agencies

Global Express Mail shipments that are entered by federal agencies and departments are subject to the same postage payment requirements, weight and size limits, customs form requirements, and general conditions for mailing as EMS shipments that are originated by nongovernmental entities.

222.232 USPS Mailings

EMS shipments mailed by U.S. Postal Service entities must bear the G-10 permit indicia that is prescribed for all USPS official mail. There is a 66-pound weight limit for USPS-originated EMS shipments going to all destination countries, unless the destination country has a higher weight limit. See 143.2.

222.24 Pickup Service

On-call and scheduled pickup services are available for an added charge of \$10.25 for each pickup stop, regardless of the number of pieces picked up. Only one pickup fee will be charged if domestic Express Mail, domestic Priority Mail, international parcel post, and/or domestic Parcel Post is picked up at the same time. No pickup fee will be charged when Global Express Mail is picked up during a delivery stop or during a scheduled stop made to collect other mail not subject to a pickup fee. Pickup service is provided in accordance with DMM D010.

223 Weight and Size Limits

223.1 Weight Limits

See the Individual Country Listings for countries that offer Global Express Mail.

223.2 Size Limits

- a. Maximum length: 36 inches.
- b. Maximum length and girth combined: 79 inches.

Note: For exceptional size limits, see Individual Country Listings for countries that offer Global Express Mail.

224 Preparation Requirements

224.1 Preparation by Sender

- a. Complete the "From" and "To" portions of Label 11-B, *Express Mail Post Office to Addressee*, for each piece of mail and affix the completed label to each piece.
- b. Prepare and affix the appropriate customs form to the piece of mail. See the Individual Country Listings for countries that offer Global Express Mail for required customs declarations.

224.2 Preparation by Acceptance Employee

- a. Check the address label to ensure that the sender has completed the "From" and "To" portions.
- b. Verify that customer has properly completed the appropriate customs declaration form, if required.
- c. Enter the originating facility ZIP Code; date and time received; weight; merchandise insurance fee, if applicable (see 211.52); total postage; and initial. Ensure that the correct amount of postage is affixed to the mailpiece.

- d. Give the Customer Receipt copy to the mailer and retain the Finance Copy. Peel off the backing of the remaining portion and affix it to the item.
- e. After acceptance, place each item in the appropriate working pouch and forward it to the international exchange office authorized to dispatch Global Express Mail to that destination. (See Handbook T-5, *International Mail Operators*.)

224.3 Customs Forms Required

See the Individual Country Listings for countries that offer Global Express Mail. Mailers are responsible for determining customs requirements and complying with them. Mailers should confirm before mailing merchandise whether an import license is required for that class of goods.

230 Global Priority Mail

231 Description

231.1 General

Global Priority Mail is an expedited airmail letter-post service providing fast, reliable, and economical delivery of all mailable items not over 4 pounds. Global Priority Mail items receive priority handling in the United States and in destination countries. Service is available only to destination countries identified in 231.42, from post offices identified in 231.41.

231.2 Allowable Contents

All items which may be sent as letter-post mail (see 241.1) are accepted in Global Priority Mail, provided that the contents are mailable and fit securely in the envelope or box. Items must fit comfortably within the envelope or box without distorting or bursting the container. Do not use excessive tape to keep the envelope or box from bursting. Use only one piece of tape to secure the flap. Global Priority Mail items may contain dutiable merchandise unless the country of destination specifically prohibits dutiable merchandise in letters. Any item that is prohibited in international mail is prohibited in Global Priority Mail. Refer to the Country Conditions for Mailing in the Individual Country Listings for individual country prohibitions.

231.3 Service Standards

Global Priority Mail is accepted at all USPS retail locations. There is a four-day delivery objective for GPM items that are deposited at postal locations linked to the USPS Eagle network (see Exhibit 231.41). When GPM items are tendered at "off-net" locations (all other locations), it generally requires an additional one to two business days to obtain delivery in the destination country. Within each of the listed service areas, prepaid GPM items may be tendered to a letter carrier, deposited in an Express Mail street collection box, or placed in a post office or lobby mail drop.

Note: GPM mailings consisting of 200 or more identical pieces, which bear a permit imprint, must be deposited at a locally designated business mail entry unit.

231.4 Service Areas

231.41 Origins

Global Priority Mail service is available only through the designated post offices and the additional post offices listed in Exhibits 231.41a and b. Pickup Service is available for an additional fee. (See 236.3.)

Exhibit 231.41a GPM Acceptance Locations Linked to the Eagle Network ("On-Net")

[Exhibit not included. Formerly Exhibit 226.32a.]

Exhibit 231.41b GPM Acceptance Locations Not Linked to the Eagle Network ("Off-Net")

[Exhibit not included. Formerly Exhibit 226.32b.]

231.42 Destinations

Global Priority Mail service is available to the destination countries listed below. Those countries that have service only to designated locations are identified with a footnote.

[Table not included.]

Exhibit 231.42 GPM Locations — China

[Exhibit not included. Formerly Exhibit 226.2.]

232 Postage

232.1 Rates

232.11 Flat-Rate Envelope Postage Rates

Each Global Priority Mail flat-rate envelope is charged at a flat rate. The rate is based on the geographic rate zone regardless of its actual weight. Postage is required for each piece. (See Exhibit 232.11.)

Exhibit 232.11 Flat-Rate Envelope Postage Rates

| Envelope | Rate Group 1 (Canada) | Rate Group 2 (Mexico) | Rate Group 3 | Rate Group 4 (Australia, Japan, New Zealand) | Rate Group 5 |
|----------|-----------------------|-----------------------|--------------|--|--------------|
| Small | \$4.00 | \$4.00 | \$5.00 | \$5.00 | \$5.00 |
| Large | 7.00 | 7.00 | 9.00 | 9.00 | 9.00 |

232.12 Variable-Weight Option Postage Rates

Global Priority Mail variable-weight rates are calculated in half-pound (or fraction thereof) increments based on the weight of each piece (up to 4 pounds) and the destination geographic rate zone. Each GPM mailpiece that is paid for on that basis must have a variable-weight sticker affixed to the address side or be enclosed in a USPS-furnished flat-size (Tyvek) envelope or cardboard box that is specifically intended for the transmittal of GPM items. (See Exhibit 232.12.)

Exhibit 232.12 Variable-Weight Option Postage Rates

| Weight Not Over (lbs.) | Rate Group 1 (Canada) | Rate Group 2 (Mexico) | Rate Group 3 | Rate Group 4 (Australia, Japan, New Zealand) | Rate Group 5 |
|------------------------|-----------------------|-----------------------|--------------|--|--------------|
| .5 | \$6.00 | \$7.00 | \$9.00 | \$8.00 | \$8.00 |
| 1 | 8.00 | 9.00 | 11.00 | 10.00 | 12.00 |
| 1.5 | 9.00 | 10.00 | 13.00 | 12.00 | 14.00 |
| 2 | 11.00 | 12.00 | 16.00 | 15.00 | 17.00 |
| 2.5 | 12.00 | 13.00 | 19.00 | 18.00 | 20.00 |
| 3 | 14.00 | 15.00 | 22.00 | 21.00 | 23.00 |
| 3.5 | 16.00 | 17.00 | 24.00 | 23.00 | 25.00 |
| 4 | 18.00 | 19.00 | 27.00 | 26.00 | 28.00 |

232.2 Payment of Postage

232.21 Methods of Payment

Nonidentical-weight piece mailings must have the applicable postage affixed by adhesive stamps, meter stamps, or, if presented at a post office, postal validation imprinter (PVI labels). Identical-weight piece mailings may be paid by meter stamps, adhesive stamps, PVI labels, or permit imprint, subject to certain standards. To use a permit imprint, a mailing must consist of 200 or more identical-weight pieces. Mailers may use a permit imprint with nonidentical pieces only if authorized by the USPS under a Manifest Mailing System (MMS), as specified in DMM P710.

232.22 Permit Imprint Content and Format

All permit imprints on Global Priority Mail must show city and state, "Global Priority Mail," "U.S. Postage Paid," and permit number. They may show the mailing date, amount of postage paid, or the number of ounces.

232.23 Postage Meter Stamps

At a minimum, a meter stamp must show in the postmark the month, day, and year; city and state designation of the licensing post office; the number; and the amount of postage. See DMM P030.4.6.

233 Preparation Requirements

233.1 Addressing

All items must bear the complete delivery address of the addressee and the full name (no abbreviations) of the destination country. See 122.

233.2 Packaging

Flat-rate Global Priority Mail must be enclosed in a designated USPS envelope (EP-15A or EP-15B). Variable-weight Global Priority Mail must be tendered in a USPS Tyvek envelope (EP-15GP), a USPS Global Priority Mail box (O1099), or have a Global Priority Mail sticker (DEC-10) affixed to the address side of the mailpiece. GPM mailing supplies can be obtained by calling 800-222-1811. Unmarked pieces are subject to regular airmail letter-post rates and treatment.

233.3 Customs Form Required

| If the GPM mailpiece weighs ... | And it contains ... | The required customs form(s) are ... |
|---------------------------------|---|---|
| Less than 16 ounces | Documents, business papers, or non-dutiable printed matter | No form required. |
| | Dutiable printed matter or merchandise items with a value under \$400 | Affix a completed PS Form 2976 (green label) to the exterior of the mailpiece. |
| | Merchandise items with a value of \$400 or more | Place a completed PS Form 2976-A inside the packaging. Affix the upper-left section of PS Form 2976 (green label) to the exterior of the mailpiece. |
| 16 ounces or more | Documents, business papers, dutiable and non-dutiable printed matter, or merchandise items with a value under \$400 | Affix a completed PS Form 2976 (green label) to the exterior of the mailpiece. |
| | Merchandise items with a value of \$400 or more | Place a completed PS Form 2976-A inside the packaging. Affix the upper-left section of PS Form 2976 (green label) to the exterior of the mailpiece. |

Note: GPM customers who send flat-rate envelopes or variable-weight option mailpieces that weigh 16 ounces or more, bear a permit imprint, and contain correspondence, business papers, or nondutiable printed matter are eligible for the known mailer exemption that is referenced in 123.62.

234 Size and Weight Limits

234.1 Size Limits

234.11 Flat-Rate Envelope Sizes

- a. Small — 6 x 10 inches.
- b. Large — 9-1/2 x 12-1/2 inches.

234.12 Package Sizes for Variable-Weight Option

- a. Minimum length and height: 5-1/2 x 3-1/2 inches.
- b. Minimum depth (thickness): .007 inches.
- c. Maximum length: 24 inches.
- d. Maximum length, height, and depth (thickness) combined: 36 inches.

234.13 Rolls

- a. Minimum length: 4 inches.

- b. Minimum length plus twice the diameter combined: 6-3/4 inches.
- c. Maximum length: 36 inches.
- d. Maximum length plus twice the diameter combined: 42 inches.

234.14 Global Priority Mail Tyvek Envelope

The dimensions of the Global Priority Mail Tyvek envelope are 12 x 15-1/2 inches.

234.2 Weight Limit

All Global Priority Mail items are subject to a 4-pound weight limit.

235 Special Services

Mailers may obtain certificates of mailing (see 310). No other special services, such as registry, insurance, restricted delivery, return receipt, or recorded delivery, are available.

236 Mail Entry

236.1 Preparation

Unless otherwise instructed by USPS acceptance personnel, customers who tender Global Priority Mail at a business mail entry unit (BMEU) must separate the items by destination rate group and by flat-rate envelope size (i.e., small or large), if applicable. Mailpieces that bear a permit imprint or a postage meter impression must be faced in the same direction.

236.2 Deposit of Mail

Global Priority Mail flat-rate envelopes and variable-weight option mailpieces, which bear either stamped or metered postage, may be deposited wherever Express Mail is accepted. This includes acceptance by a retail employee at a post office counter; acceptance by a letter carrier while a delivery route is being served; deposit into an Express Mail street collection box if the mailpiece weighs less than 16 ounces; or by telephoning 800-222-1811 to request pickup at the customer's premises. Global Priority Mail that bears a permit imprint must be deposited at a business mail entry unit or other acceptance point that is authorized by the postmaster. Global Priority Mail that bears a meter stamp or impression must be deposited at a location that is under the jurisdiction of the licensing post office, except as permitted under DMM P030.

236.3 Pickup Service

On call and scheduled pickup services are available for Global Priority Mail acceptance cities. There is a charge of \$10.25 for each pickup stop, regardless of the number of pieces picked up. (See DMM D010 for standards of pickup service.) Pickup service is *not* available for GPM items that bear a permit imprint and that are paid for through an advance deposit account.

240 Letter-Post

241 Description

241.1 Definition

The letter-post classification encompasses all of the classes of international mail: letters and letter packages, post and postal cards, aerogrammes, printed matter, and small packets that were formerly categorized as LC (letters and cards) and AO (other articles).

241.2 Mailable Matter

Any article that is otherwise acceptable and not prohibited by the country of destination, subject to applicable weight and size limits, may also be mailed at the letter-post rate, either airmail or economy.

242 Postage

242.1 Rates

See Individual Country Listings for airmail and economy rates.

242.2 Payment of Postage

Mailers of letter-post items may pay postage with postage stamps, postage meter stamps, postage validation imprint-er (PVI) label, and by permit imprint.

243 Weight and Size Limits

243.1 Weight Limit

The weight limit is 4 pounds.

243.2 Size Limits

243.21 Envelopes and Packages

- a. Minimum length and height: 5-1/2 x 3-1/2 inches.
- b. Minimum depth (thickness): .007 inch.
- c. Maximum length: 24 inches.
- d. Maximum length, height, depth (thickness) combined: 36 inches.

243.22 Rolls

- a. Minimum length: 4 inches.
- b. Minimum length plus twice the diameter combined: 6-3/4 inches.
- c. Maximum length: 36 inches.
- d. Maximum length plus twice the diameter combined: 42 inches.

243.23 Cards

Unenclosed cards exceeding the size limits for post cards are admissible at the letter-post rate if they do not exceed 4-3/4 x 9-1/4 inches.

243.24 Nonstandard Surcharge

A surcharge of \$0.11 per article will be assessed on all out-bound air and economy letter-post items weighing 1 ounce or less if:

- a. Its length exceeds 11-1/2 inches.
- b. Its height exceeds 6-1/8 inches.
- c. Its thickness exceeds 1/4 inch.
- d. Its length divided by its height results in an aspect ratio that is less than 1.3 or more than 2.5.

244 Preparation Requirements**244.1 Addressing**

See 122.

244.2 Marking

- a. Whenever items, because of their size and manner of preparation, may be mistaken for items of another class, the sender should add the word "LETTER" or "LETTRE" on the address side.
- b. The sender should mark "AIRMAIL/PAR AVION" or affix Label 19-A, *Par Avion Air Mail*, or Label 19-B, *Air Mail Par Avion*, on front and back of items paid at the airmail letter-post rate.

244.3 Sealing

Unregistered letter-post items may be sealed at the sender's option. Registered items must be sealed. (See 334.4 for sealing requirements for registered mail.)

244.4 Packaging

Items prepaid at the letter-post rate must be placed in envelopes or prepared in package form.

244.5 Customs Forms Required**244.51 Dutiable Merchandise**

- a. Any merchandise sent to another country may be subject to duty under the customs regulations of that country. The Postal Service does not maintain or provide information concerning the assessment of customs duty.
- b. Letter-post items may contain dutiable merchandise unless the country of destination prohibits dutiable merchandise in letters. (See Individual Country Listings.)
- c. When mailing articles that may be dutiable, sender must comply with 123.61 and with special instructions under "Customs Forms Required" and "Observations" in Individual Country Listings.

244.52 Nondutiable Merchandise

Nondutiable merchandise may be mailed (at the sender's risk) to countries that do not accept dutiable merchandise.

The Postal Service assumes no responsibility for the treatment such items may receive in the country of destination.

Note: Because PS Form 2976, described in 123.61, generally denotes dutiable contents, it should be omitted from letter-post mail when the sender knows the contents are not dutiable, unless the item weighs 16 ounces or more.

250 Postcards and Aerogrammes**251 Description****251.1 Postal Cards/Postcards****251.11 Definition**

Postal cards and postcards consist of single cards sent without a wrapper or envelope. Folded (double) cards must be mailed in envelopes at the letter-post rate of postage.

251.12 Reply-Paid Cards

Reply-paid cards are not accepted in international mail, except as provided in 132.2.

251.13 Specifications

Postcards must be made of cardboard or paper that meets the material and color specifications in 142.

251.14 Privately Manufactured Postcards

Privately manufactured postcards, except picture postcards, must bear the heading *Postcard*.

251.15 Permitted Attachments

The following may be glued on the left half of the address side of a card, or on the side opposite the address side, if they are made of paper or other thin material and adhere completely to the card:

- a. Clippings of any kind.
- b. Illustrations or photographs.
- c. Labels other than address labels.
- d. Stamps of any kind, except stamps likely to be confused with postage stamps, must not be placed on the address side of the card.
- e. Address labels or address tabs that may be glued to the address side of the card.

251.16 Nonpermitted Attachments

The following must not be attached to cards:

- a. Cloth, embroidery, or spangles.
- b. Samples of merchandise.

251.2 Aerogrammes**251.21 Definition**

Aerogrammes are letter sheets that can be folded into the form of an envelope and sealed. Tape or stickers must *not* be used to seal aerogrammes.

251.22 Postage

Aerogrammes (bearing imprinted postage) are sold at all post offices. Approved aerogrammes (without imprinted postage) obtained from private firms must have aerogramme-rate postage affixed. However, privately printed aerogrammes sent to Canada and Mexico may bear the appropriate airmail letter-post postage rate.

251.23 Available Service

Aerogramme service is available to all countries. Registry is available for aerogrammes. Recorded delivery service is available for aerogrammes if that service is available to the country of destination. See Individual Country Listings.

251.24 Enclosures

Enclosures are *not* permitted in aerogrammes. Aerogrammes that contain enclosures are treated as airmail letters and are subject to air letter postage rates. Aerogrammes with enclosures on which postage has not been paid at airmail letter rates must be returned to the sender for the deficiency or treated in accordance with 423.

251.3 Aerogrammes of Private Manufacture**251.31 Authorization**

Individuals or firms may be authorized by the Postal Service to manufacture aerogrammes, without imprinted postage, for their own use or for sale to the public.

251.32 Approval

Before engaging in production, the applicant must apply for an aerogramme permit, submit three printed samples of the proposed aerogramme, and obtain authorization from:

MANAGER PRICING COSTING AND CLASSIFICATION
INTERNATIONAL BUSINESS
US POSTAL SERVICE
475 L'ENFANT PLZ SW 370 IBU
WASHINGTON DC 20260-6500

A sample format may be obtained from that office.

251.33 Specifications for Submitted Samples

The samples submitted for approval and the final printing of the aerogrammes must be on 18-pound paper (500 sheets, 17 x 22 inches) of light blue color as well as the texture equivalent to the regular three-flap aerogramme issued by the U.S. Postal Service. No artificial slippery finish, such as a silicon plastic, is permitted. The sheets, when folded, must measure 7-1/4 x 3-9/16 inches and have three sealing flaps. Samples submitted for approval need not have the flaps gummed, but the areas to be gummed must be identified. The sheets must:

- a. Bear the printed endorsements that appear on the address and reverse sides of the aerogramme issued by the Postal Service.

- b. Contain the printed return address of the applicant, or lines on which the return address may be written if the sheets are to be reproduced for sale to the public.
- c. Bear the words "AUTHORIZED FOR MAILING AS AN AEROGRAMME — P.S. PERMIT NO..." (the number to be filled in when issued). These words must be printed in small, clear type and appear on the lower edge of the address side (when the sheet is folded for mailing). The permit number will be issued at the time the aerogramme is approved.

252 Postage Rates**Postal Cards/Postcards**

| | |
|---------------------|--------|
| Canada | \$0.50 |
| Mexico | \$0.50 |
| All other countries | \$0.70 |

Aerogrammes

| | |
|---------------|--------|
| All countries | \$0.70 |
|---------------|--------|

253 Weight and Size Limits**253.1 Weight Limits**

Postcards weigh approximately the same as postal cards. See 142.

253.2 Size Limits**253.21 Postcards**

- a. Minimum: 3-1/2 x 5-1/2 inches.
- b. Maximum: 4-1/4 x 6 inches.

Note: See 243.23 for larger cards.

253.22 Aerogrammes

The size limit for an aerogramme is 7-1/4 x 3-9/16 inches.

254 Preparation Requirements**254.1 Addressing**

See 122.

254.2 Marking — Postal Cards/Postcards**254.21 Airmail**

The sender should mark postcards "Par Avion" or affix Label 19-A, *Par Avion Air Mail*, or Label 19-B, *Air Mail Par Avion*, on the left side on the front.

254.22 Right Half of Postcard

The right half of the address side of a card must be reserved for the recipient's address and postal notations or labels.

254.23 Left Half and Reverse Side

The sender may use the left half of the address side of the card and the reverse side for a message or permissible

attachments. The sender must use the upper-left half of the address side for his or her return address. Unless they bear the name and address of the sender, undeliverable cards are disposed of in the country of destination.

254.3 Sealing Aerogrammes

Tape or stickers must *not* be used to seal aerogrammes.

260 Direct Sacks of Printed Matter to One Addressee (M-Bags)

261 General Description

261.1 Definition

Direct sacks of printed matter to a single foreign addressee, which are also known as M-bags, are subject to the following conditions of mailing:

Minimum weight: 11 pounds. (**Note:** M-bags weighing less than 11 pounds may be admitted, provided that the sender pays the applicable 11-pound postage rate.)

Maximum weight: 66 pounds (including the tare weight of the sack).

Availability: All destinations that are referenced in the Individual Country Listings.

Identification: PS Tag 158, *M-Bag Addressee Tag*, must be completed and attached to the neck of the sack.

Postage: The applicable airmail, economy (formerly surface), or International Surface Air Lift (ISAL) postage must be affixed to PS Tag 158.

Special services: Certificate of mailing and recorded delivery are available. Return receipts and restricted delivery are available in conjunction with recorded delivery service. Registry and insurance are *not* available.

261.2 Allowable Contents

261.21 Printed Matter

Printed matter is admissible in M-bags. Printed matter is defined as paper on which words, letters, characters, figures, or images, or any combination thereof, not having the character of a bill or statement of account or of actual or personal correspondence, have been reproduced by any process other than handwriting or typewriting. Articles that meet the printed matter definition include newspapers, magazines, journals, books, sheet music, catalogs, directories, commercial advertising, and promotional matter.

261.22 Merchandise

Articles of merchandise may be enclosed in M-bags under the following conditions:

- a. The merchandise items being sent are limited to disks, tapes, and cassettes; commercial samples shipped by manufacturers and distributors; or other

non-dutiable commercial articles or informational materials that are not subject to resale.

- b. The merchandise items relate to the printed matter (see 261.21) with which they are being mailed.
- c. The merchandise items are affixed to or are otherwise combined with the accompanying printed matter.
- d. The weight of each mailpiece or package, which contains merchandise in combination with printed matter, may not exceed 4 pounds.
- d. The M-bag must be accompanied by a fully completed PS Form 2976, *Customs – CN 22 (Old C1) and Sender's Declaration*.

262 Postage

262.1 Rates

See the Individual Country Listings for airmail and economy M-bag rates, and 293.71 for International Surface Air Lift (ISAL) M-bag rates.

262.2 Payment of Postage

262.21 Stamps

Postage is calculated on the weight of the sack's contents. It is payable by affixing postage stamps, meter stamps, or a postage validation imprinter (PVI) label to PS Tag 158, *M-Bag Addressee Tag*.

262.22 By Indicia

If a publisher or registered news agent prepares a direct sack of publishers' periodicals (Periodicals Mail matter) for one addressee and desires to pay the postage from money on deposit with the postmaster, the postage must be computed at the per-copy rate based on the report on PS Form 3541, *Periodicals One Issue or One Edition*; PS Form 3541-M, *Periodicals — All Issues in a Calendar Month*; or PS Form 3540-S, *Postage Statement — Supplement*. In lieu of stamped or metered postage, the accompanying M-bag tag must bear the applicable Periodicals Mail indicia.

Note: The \$0.25 per pound postage rate discount that is available to publishers or registered news agents who "drop ship" their mail at the New Jersey International and Bulk Mail Center (NJIBMC) does not apply to M-bags.

263 Weight and Size Limits

263.1 Weight Limits

The minimum weight limit is 11 pounds and the maximum weight limit is 66 pounds, including the tare weight of the sack.

Note: M-bags weighing less than 11 pounds may be admitted, provided that the sender pays the applicable 11-pound postage rate.

263.2 Size Limits

There are no defined size limits so long as articles being sent can be enclosed in the mailbag.

264 Preparation Requirements**264.1 Marking**

Printed matter, or printed matter in combination with merchandise items, must be placed into one or more individual packages bearing the name and address of the sender and addressee. Each package must be marked "POSTAGE PAID — M-BAG."

264.2 Sacking and Labeling**264.21 Equipment**

The sacks and mailing tags (i.e., PS Tag 158) needed for M-bag entry can be obtained from the local post offices. Air-mail pouches, if available, will be furnished to customers who intend to utilize that type of M-bag service.

264.22 Tagging

PS Tag 158, *M-Bag Addressee Tag*, must be completed and attached to the neck of the sack. It must bear the requisite amount of stamped or metered postage or the sender's authorized permit imprint or indicia (see 262.2).

264.23 Multiple Sacks to One Addressee

If multiple sacks are sent to the same foreign addressee, PS Tag 158 must be marked with an identifiable fraction such as 1/5, 2/5, 3/5, etc.

264.24 Country Destination Name

The post office must label the sack with the name of the country of destination in large letters and the name of the U.S. dispatching exchange office in small letters (for example, "Great Britain via New York"), and send it to that exchange office for dispatch to destination.

264.3 Customs Forms Required

M-bags containing merchandise items (see 261.22) or printed matter that is known to be dutiable in the country of destination must be accompanied by a fully completed PS Form 2976, *Customs – CN 22 (Old C1) and Sender's Declaration*.

270 Matter for the Blind**271 Description**

Matter for the blind in international mail is limited to:

- a. Books, periodicals, and other matter (including unsealed letters) impressed in Braille or other special type for the use of the blind.
- b. Plates for embossing literature for the blind.
- c. Disks, tapes, or wires bearing voice recordings and special paper intended solely for the use of the blind,

provided they are sent by or addressed to an officially recognized institution for the blind.

- d. Sound recordings or tapes that are mailed by a blind person.
- e. Those items listed in DMM E040.2.0.

272 Postage Rates

Surface: Free.

Air: No separate airmail rates are provided for matter for the blind. If airmail service is desired, use airmail letter-post, air parcel post, or other category that meets service request. These items are subject to the weight, size, and preparation requirements of the category of mail selected.

273 Weight and Size Limits**273.1 Weight Limit**

The weight limit is 15 pounds.

273.2 Size Limits**273.21 Envelopes and Packages**

- a. Minimum length and height: 5-1/2 x 3-1/2 inches.
- b. Minimum depth (thickness): .007 inch.
- c. Maximum length: 24 inches.
- d. Maximum length, height, depth (thickness) combined: 36 inches.

273.22 Rolls

- a. Minimum length: 4 inches.
- b. Minimum length plus twice the diameter combined: 6-3/4 inches.
- c. Maximum length: 36 inches.
- d. Maximum length plus twice the diameter combined: 42 inches.

274 Preparation Requirements**274.1 Addressing**

See 122.

274.2 Marking**274.21 Matter for the Blind Sent as Surface Mail**

For surface mail accepted as matter for the blind, the word "FREE" must be placed in the upper-right corner, immediately above the words "MATTER FOR THE BLIND."

274.22 Name of Officially Recognized Institution

The officially recognized institution for the blind must appear in the address or the return address for the following items:

- a. Disks, tapes, or wires bearing voice recordings.
- b. Special paper intended solely for the use of the blind.

274.3 Sealing

Matter for the blind must *not* be sealed, even if registered.

274.4 Packaging**274.41 Subject to Postal Inspection**

Matter for the blind is subject to postal inspection (see ASM 274), and must be prepared in such a way that the contents are protected but inspection of the contents is not hindered.

274.42 Types of Containers

The items must be placed in wrappers, in rolls, between cardboard, or in bags, boxes, *unsealed* envelopes, or containers. Dangerous fasteners may not be used. The articles may also be tied with string or twine in a manner that will permit them to be easily untied.

280 Parcel Post**281 General**

Parcel post resembles domestic zone-rated Standard Mail (B) mail. Merchandise is permitted, but written communications having the nature of current and personal correspondence are *not* permitted.

Note: Parcel post is the only class of mail that may be insured (see 322).

282 Postage**282.1 Rates**

See Individual Country Listings.

282.2 Mailing Locations

Parcels should be presented for mailing at a post office window.

282.3 Pickup Service

Scheduled pickup service is available for an added charge of \$10.25 for each pickup stop, regardless of the number of pieces picked up. Only one pickup fee will be charged if domestic Express Mail, Global Express Mail, domestic Priority Mail, Global Priority Mail, and/or domestic Parcel Post is also picked up at the same time. No pickup fee will be charged when international parcel post is picked up during a delivery stop or during a scheduled stop made to collect other mail not subject to a pickup fee. Pickup service is provided in accordance with DMM D010.

283 Weight and Size Limits**283.1 Weight Limits**

See Individual Country Listings.

283.2 Size Limits**283.21 Rectangular Parcels**

- a. Minimum length and width: 5-1/2 x 3-1/2 inches.
- b. Maximum length: 42 inches.

- c. Maximum length and girth combined: 79 inches.

283.22 Circular Parcels

Maximum girth (measured along diameter): 64 inches.

283.23 Exceptional Size Limits

Rectangular-shaped parcels with dimensions that exceed the standard 42-inch (maximum length) and 79-inch (maximum length and girth combined) size limits can be sent to Belgium, Canada, Germany, Great Britain, Hong Kong, Ireland, Japan, Liechtenstein, Macao, Sweden, and Switzerland. See the relevant Individual Country Listings for the exceptional size limits that apply to parcels addressed to each of those destination countries.

284 Preparation Requirements**284.1 Addressing**

See 122. Name and address of sender and addressee should also be recorded on a separate slip enclosed in the parcel.

284.2 Marking

For air parcels, the accepting clerk must place Label 19-A or Label 19-B on the address side, below and to the left of the name of the country of destination. To preclude an air-mail parcel from being handled as surface mail, accepting clerks may also put the written endorsement or Label 19-A or Label 19-B on the back lower-left of the parcel.

284.3 Sealing**284.31 Requirements**

All international parcels must be sealed.

284.32 Sealing Materials

Senders must seal their own parcels. Wax, gummed-paper tape, nails, screws, wire, metal bands, or other materials may be used to seal parcels. The seal must be sufficient to allow detection of tampering.

284.4 Packaging**284.41 Packaging Requirements**

Every parcel must be securely and substantially packed. In packing, the sender must consider the nature of the contents, the climate, the length of the journey, and the numerous handlings involved in the conveyance of international mail.

284.42 Types of Containers

Ordinary paperboard containers are not acceptable. Parcels must be packed in one of the following:

- a. Canvas or similar material.
- b. Double-faced corrugated or solid (minimum 275-pound test) fiber boxes or cases.

- c. Strong wooden boxes made of lumber at least 1/2-inch thick or plywood of at least three plies.

284.43 Use of Wrapping Paper

Heavy wrapping paper or waterproof paper is permitted only as the outside covering of a carton.

284.44 Boxes With Screwed or Nailed Lids

If otherwise acceptable, boxes with screwed- or nailed-on lids and bags closed by sewing may be used. Heavy objects, such as cans of food, must be surrounded with other contents or packing material in order to prevent their shifting within the parcel. For illustrations or recommended packing procedures, see DMM C010.

284.45 Customs Forms Required

All parcel post packages must bear PS Form 2976-A.

284.46 Nonpostal Documentation

Forms required by nonpostal export regulations are described in chapter 5.

290 Commercial Services

291 [Reserved]

292 International Priority Airmail Service

292.1 Description

292.11 General

International Priority Airmail (IPA) service is as fast as or faster than regular international airmail service. It is available to bulk mailers of all letter-post items that are prepared by the sender in accordance with the requirements of this subchapter. Separate rates are provided for presorted mail and nonpresorted mail with drop shipment and volume discounts available.

292.12 Qualifying Mail

Any item of the letter-post classification, as defined in 141.5 and 141.6, qualifies, including aerogrammes and post cards. Items do not have to be of the same size and weight to qualify.

292.13 Minimum Quantity Requirements

292.131 Worldwide Nonpresort Mail

The mailer must have a minimum of 11 pounds of mail in the total mailing. The minimum does not apply to each country destination.

292.132 Presort Mail

The mailer must have a minimum of 11 pounds of presorted mail to a single rate group, including Canada, to qualify for the presort rate for that rate group.

Note: Mail that cannot be made up in direct country packages (292.452a), in direct country sacks (292.461), or in trays (292.465a) does not qualify for the presort rates and is subject to the worldwide nonpresort rates.

292.14 Dutiable Items

Dutiable items may be sent in accordance with the applicable rules in this subchapter for those classes of mail. Parcel post (CP) items, either ordinary or insured, may not be mailed as International Priority Airmail.

292.15 Deposit

292.151 Full Service

Mailings may be deposited and accepted at all post offices where bulk mail is accepted and the mailer holds an advance deposit account or postage meter license.

292.152 Drop Shipment

To qualify for the drop shipment rates, the mailer must tender the mail to one of the locations in 292.153. The mailer must pay postage at the drop shipment location either through an advance deposit account or postage meter license at the serving post office. As an alternative, mailers who are participating in a PVDS program (see DMM P750) may have the mail verified, accepted, and paid for at the mailer's plant or at the origin post office serving the mailer's plant if authorized under DMM P750.2.2. Plant-verified drop shipment mail must be transported by the mailer to the drop shipment location and the mail accompanied by PS Form 8125, *Drop Shipment Clearance Document*.

292.153 Drop Shipment Locations

Drop shipment rates are available at the following offices:

New York:

JOHN F KENNEDY AIRPORT MAIL CTR
US POSTAL SERVICE
JOHN F KENNEDY INTERNATIONAL AIRPORT BLDG 250
JAMAICA NY 11430-9998

Florida:

MIAMI INTERNATIONAL SERVICE CTR*
US POSTAL SERVICE
11690 NW 25TH ST
MIAMI FL 33172-1702

MIAMI PROCESSING AND DISTRIBUTION CTR
US POSTAL SERVICE
2200 NW 72ND AVE
MIAMI FL 33152-9997

Texas:

DALLAS INTERNATIONAL SERVICE CTR
US POSTAL SERVICE
15050 TRINITY BLVD
FORT WORTH TX 76155-3203

Illinois:

CHICAGO OHARE INTERNATIONAL ANNEX
 US POSTAL SERVICE
 514 EXPRESS CENTER DR
 CHICAGO IL 60688-9998

California:

SAN FRANCISCO ISC
 US POSTAL SERVICE
 2650 BAYSHORE BLVD
 DALY CITY CA 94013-1631

WORLDWAY AIRPORT MAIL CTR
 US POSTAL SERVICE
 21750 ARNOLD CENTER RD
 CARSON CA 90810-9998

*Only plant-verified mail is transported to these facilities by the mailer.

292.16 Special Services Not Available

Items sent in this service may not be registered.

292.2 Postage

292.21 Rates

292.211 General

There are two rate options for International Priority Airmail service: a presort rate option that has eight rate groups and a worldwide nonpresort rate. For both options, there are full service rates for mail deposited at offices other than the drop shipment offices listed in 292.153, and drop shipment rates for mail deposited at one of the drop shipment offices. The per-piece rates and per-pound rates are shown in Exhibit 292.11. The per-piece rate applies to each piece regardless of its weight. The per-pound rate applies to the net weight (gross weight minus tare weight of sack) of the mail for the specific rate group. Fractions of a pound are rounded to the next whole pound for postage calculation.

Exhibit 292.211 International Priority Airmail Rates

| Rate Group | Per Piece | Drop Shipment Per Pound | Full Service Per Pound |
|------------|-----------|-------------------------|------------------------|
| 1 (Canada) | \$0.25 | \$2.60 | \$3.60 |
| 2 (Mexico) | 0.12 | 4.60 | 5.60 |
| 3 | 0.20 | 4.25 | 5.25 |
| 4 | 0.20 | 5.50 | 6.50 |
| 5 | 0.12 | 4.60 | 5.60 |
| 6 | 0.12 | 4.75 | 5.75 |
| 7 | 0.12 | 6.25 | 7.25 |
| 8 | 0.12 | 7.25 | 8.25 |
| Worldwide | 0.20 | 7.00 | 8.00 |

292.212 Volume Discount

Mailers who spend \$2 million or more on IPA and ISAL in the preceding postal fiscal year may receive discounts as follows:

- a. \$2 million to \$5 million: 5 percent discount.
- b. Over \$5 million to \$10 million: 10 percent discount.
- c. Over \$10 million: 15 percent discount.

Mailers entitled to these discounts must place the full per-piece rate on each piece of mail if payment is by postage meter or mailer-precanceled stamps. The discount is calculated on the postage statement.

292.213 Qualifying for Volume Discounts

To qualify for volume discounts, mailers must apply in writing to:

MANAGER MARKETING AND SALES
 INTERNATIONAL BUSINESS
 US POSTAL SERVICE
 475 L'ENFANT PLZ SW 370 IBU
 WASHINGTON DC 20260-6500

The manager evaluates all requests and informs the mailer and the post office(s) of mailing whether discounts are approved and the level of discount. Mailers must supply the following information:

- a. Postal fiscal year for the qualifying mail.
- b. Permit number(s) and post office(s) where the permits are held.
- c. Total revenue for the postal fiscal year.
- d. Post office(s) where the discount is to be claimed.

The combined IPA and ISAL revenue is counted toward the discounts. The Postal Service will count as revenue to qualify for the volume discounts only postage paid by the permit holder. If a permit holder has more than one account, or accounts in several cities, then these revenues may be combined to qualify for discounts. Agents who prepare mail for the owner of the mail and mail paid by the owner's permit may not be included in the revenue to qualify for the discounts. Customers may be required to substantiate their request by providing copies of all postage statements for the appropriate postal fiscal year. All decisions of the Manager, Mail Order are final.

292.214 Availability

IPA service is available to all foreign countries, as listed in Exhibit 292.452, which shows the rate group assigned to each country.

292.215 Presort Rates

To qualify for the presort rates (see Exhibit 292.211), a mailing must consist of a minimum of 11 pounds to a specific rate group. This minimum applies to each rate group and not to the entire mailing. Within a rate group, all mail addressed to an individual country must be sorted into direct country packages of 10 or more pieces (or 1 pound or more of mail) and/or sacked in direct country sacks of 11 pounds or more. Mail that cannot be made up into direct country packages or direct country sacks must be sent at the worldwide nonpresort rates.

Note: There are separate preparation requirements for mail to Canada. See 292.465.

292.216 Separation by Rate Group

The mailer must specify the rate group on the back of PS Tag 115, *International Priority Airmail*, with 1 (Canada), 2 (Mexico), 3, 4, 5, 6, 7, 8, or WW (Worldwide), and must physically separate the sacks by rate group at the time of mailing.

292.217 Computation of Postage

Postage is computed on PS Form 3652, *Postage Statement — International Priority Airmail*. Postage at the worldwide nonpresort rate is calculated by multiplying the number of pieces in the mailing by the applicable per-piece rate, multiplying the net weight (in whole pounds) of the entire mailing by the applicable per-pound rate, and then adding the two totals together. Postage at the presorted rates is calculated by multiplying the number of pieces in the mailing destined for countries in a specific rate group by the appropriate per-piece rate, multiplying the net weight (in whole pounds) of those pieces by the corresponding per-pound rate, and then adding the two totals together. Volume discounts are calculated on the postage statement.

292.22 Postage Payment Methods**292.221 General**

- a. Postage Meter or Permit Imprint. Postage must be paid by postage meter, permit imprint, or mailer-precanceled stamps (see DMM P023.3.0), or a combination. Postage charges are computed on PS Form 3652.
- b. Piece Rate Portion. The applicable per-piece postage must be affixed to each piece by meter unless postage is paid by permit imprint or mailer-precanceled stamps (see 292.223).
- c. Pound Rate Portion. Postage for the pound rate portion must be paid either by meter stamp(s) attached to the postage statement or from the mailer's authorized permit imprint advance deposit account.

292.222 Postage Meter

- a. Postage Endorsement. When postage is paid by meter or mailer-precanceled stamps, each piece must be legibly endorsed with the words "INTERNATIONAL PRIORITY AIRMAIL."
- b. Specifications for Endorsement. The endorsement required in 292.222a must appear on the address side of each piece and must be applied by a printing press, hand stamp, or other similar printing device. It must be printed above the name of the addressee and to the left or below the postage, or it may be printed adjacent to the meter stamp in either the postal inscription slug area or ad plate area. If the postal endorsement appears in the ad plate area, no

other information may be printed in the ad plate. The endorsement may not be typewritten or hand-drawn. The endorsement is not considered adequate if it is included as part of a decorative design or advertisement.

- c. Unmarked Pieces. Unmarked pieces lacking the postage endorsement required by 292.222a are subject to the airmail letter-post single piece rates.
- d. Drop Shipment of Metered Mail. Mailers who want to enter metered IPA mail at a post office other than where the meter is licensed must obtain a drop shipment authorization. To obtain an authorization, the mailer must submit a written request to the postmaster at the office where the mail will be entered (see DMM D072).

292.223 Permit Imprint

Mailers may use a permit imprint for mailings that contain identical weight pieces. Any of the permit imprints shown in Exhibit 152.3 are acceptable. The postage charges are computed on PS Form 3652 and deducted from the advance deposit account. Permit imprints must not denote Priority Mail, bulk mail, nonprofit mail, or other domestic or special rate mail. Mailers may use permit imprint with non-identical weight pieces only if authorized to use postage mailing systems under DMM P710, P720, or P730.

292.3 Weight and Size Limits

See 243 for the weight and size limits for letter-post items sent in this service. Items may not weigh more than 4 pounds.

292.4 Preparation Requirements for Individual Items**292.41 Addressing**

International Priority Airmail is subject to the addressing requirements contained in 122.

- a. Exception: International Priority Airmail items destined for Canada must have the applicable alphanumeric postcode included in the delivery address. See 122.1k for the address formatting requirements that generally apply to mailpieces sent to Canada.
- b. Exception: International Priority Airmail in direct country sacks (see 292.461) is not subject to the interline addressing requirement that is specified in 122.1d. At the sender's risk, the English translation of the destination post office or city name may be omitted from printed addresses that are in Russian, Greek, Arabic, Hebrew, Cyrillic, Japanese, or Chinese characters. An English translation of the country name (e.g., "Japan") is still required on the individual mailpieces.

292.42 Marking

292.421 Airmail

The sender should mark "PAR AVION" or "AIR MAIL" on the address side of each piece. Use of bordered airmail envelopes is optional and may be used for items sent in this service if the envelope contains the "AIR MAIL" endorsement.

292.422 Packages

Items that might be mistaken for another class of mail because of their size, weight, or appearance should be marked "LETTER" on the address side.

292.43 Sealing

Any item sent in this service may be sealed at the option of the sender.

292.44 Packaging

All items must be placed in envelopes or prepared in package form.

292.45 Sortation Requirements for IPA

292.451 Worldwide Nonpresorted Mail

- a. Working Packages. IPA mail paid at the nonpresorted rate must be made up into working packages. Letters and flats must be packaged separately, although nonidentical pieces may be commingled within each of these categories. Pieces that cannot be packaged because of their physical characteristics must be placed loose in the sack.
- b. Facing of Nonpresorted Mail Within Package. All pieces in the working packages must be faced the same way.

292.452 Presorted Mail

- a. Direct Country Packages. When there are 10 or more pieces or 1 pound or more of mail for the same country (except Great Britain), it must be made up into a country package. Great Britain requires a finer sortation. At the mailer's option, a finer breakdown by city or postal code may be made based on sortation information provided by the postal administration of the destination country.
- b. Country Package Label.
 - (1) The label (facing slip) for country packages that contain 10 or more pieces to a specific country (except for Great Britain and Mexico) must be completed as follows:
 - Line 1: Foreign Exchange Office.
 - Line 2: Country of Destination.
 - Line 3: Mailer and Mailer Location.

Example:

1150 Vienna Flug
Austria
RBA Company Washington DC

(2) See Exhibit 292.452 for Direct Country Package Label and PS Tag 178, *CN 35 Par Avion*, for information.

c. Country Packages to Great Britain. When there are 10 or more pieces or 1 pound or more per separation, International Priority Airmail to Great Britain must be sorted into packages in the following manner:

| Separation | Exchange Office (Line 1 Bundle Label) |
|-------------------------|---------------------------------------|
| LONDON CITY | LONDON TOWN |
| SCOTLAND | GLASGOW FWD |
| NORTHERN IRELAND | BELFAST FWD |
| ALL OTHER GREAT BRITAIN | GREAT BRITAIN, GREAT BRITAIN |

Example:

LONDON TOWN
Great Britain
Mailer and Mailer Location

d. Facing of Pieces Within Country Package. All pieces in the country package must be faced in the same direction and a facing slip identifying the contents of the package must be placed on the address side of the top piece of each package in such a manner that it will not become separated from the package.

Note: The pressure-sensitive labels and optional endorsement lines used domestically for presort mail are prohibited for International Priority Airmail.

Exhibit 292.452 Foreign Exchange Office and Country Rate Groups

[Exhibit not included, except rate groups. Formerly Exhibit 284.522.]

| Country | IPA |
|---------------------|-----|
| Afghanistan | 8 |
| Albania | 5 |
| Algeria | 8 |
| Andorra | 3 |
| Angola | 8 |
| Anguilla | 6 |
| Antigua and Barbuda | 6 |
| Argentina | 6 |
| Armenia | 8 |
| Aruba | 6 |
| Ascension | 5 |
| Australia | 4 |
| Austria | 3 |
| Azerbaijan | 8 |
| Bahamas | 6 |

| Country | IPA | Country | IPA |
|--|-----|--------------------------------------|-----|
| Bahrain | 8 | Gabon | 8 |
| Bangladesh | 8 | Gambia | 8 |
| Barbados | 6 | Georgia, Republic of | 8 |
| Belarus | 5 | Germany | 3 |
| Belgium | 3 | Ghana | 8 |
| Belize | 6 | Gibraltar | 3 |
| Benin | 8 | Great Britain and Northern Ireland | 3 |
| Bermuda | 6 | Greece | 3 |
| Bhutan | 8 | Greenland | 3 |
| Bolivia | 6 | Grenada | 6 |
| Bosnia-Herzegovina | 5 | Guadeloupe | 6 |
| Botswana | 8 | Guatemala | 6 |
| Brazil | 6 | Guinea | 8 |
| British Virgin Islands | 6 | Guinea-Bissau | 8 |
| Brunei Darussalam | 7 | Guyana | 6 |
| Bulgaria | 5 | Haiti | 6 |
| Burkina Faso | 8 | Honduras | 6 |
| Burma (Myanmar) | 8 | Hong Kong | 7 |
| Burundi | 8 | Hungary | 5 |
| Cambodia | 7 | Iceland | 3 |
| Cameroon | 8 | India | 8 |
| Canada | 1 | Indonesia (includes East Timor) | 7 |
| Cape Verde | 8 | Iran | 8 |
| Cayman | 6 | Iraq | 8 |
| Central African Republic | 8 | Ireland | 3 |
| Chad | 8 | Israel | 3 |
| Chile | 6 | Italy | 3 |
| China | 7 | Jamaica | 6 |
| Colombia | 6 | Japan | 4 |
| Comoros Islands | 8 | Jordan | 8 |
| Congo (Brazzaville), Republic of the | 8 | Kazakhstan | 8 |
| Congo (Kinshasa), Democratic Republic of the | 8 | Kenya | 8 |
| Costa Rica | 6 | Kiribati | 7 |
| Côte d'Ivoire (Ivory Coast) | 8 | Korea, Dem. People's Rep. of (North) | 7 |
| Croatia | 5 | Korea, Republic of (South) | 7 |
| Cuba | 6 | Kuwait | 8 |
| Cyprus | 8 | Kyrgyzstan | 5 |
| Czech Republic | 5 | Laos | 7 |
| Denmark | 3 | Latvia | 5 |
| Djibouti | 8 | Lebanon | 8 |
| Dominica | 6 | Lesotho | 8 |
| Dominican Republic | 6 | Liberia | 8 |
| Ecuador | 6 | Libya | 8 |
| Egypt | 8 | Liechtenstein | 3 |
| El Salvador | 6 | Lithuania | 5 |
| Equatorial Guinea | 8 | Luxembourg | 3 |
| Eritrea | 8 | Macao | 5 |
| Estonia | 5 | Macedonia, Republic of | 5 |
| Ethiopia | 8 | Madagascar | 8 |
| Falkland Islands | 6 | Malawi | 8 |
| Faroe Islands | 5 | Malaysia | 7 |
| Fiji | 7 | Maldives | 8 |
| Finland | 3 | Mali | 8 |
| France (includes Corsica & Monaco) | 3 | Malta | 8 |
| French Guiana | 6 | Martinique | 6 |
| French Polynesia (includes Tahiti) | 7 | Mauritania | 8 |
| | | Mauritius | 8 |
| | | Mexico | 2 |

| Country | IPA |
|--|-----|
| Moldova | 8 |
| Mongolia | 7 |
| Montserrat | 6 |
| Morocco | 8 |
| Mozambique | 8 |
| Namibia | 8 |
| Nauru | 7 |
| Nepal | 7 |
| Netherlands | 3 |
| Netherlands Antilles | 6 |
| New Caledonia | 7 |
| New Zealand | 4 |
| Nicaragua | 6 |
| Niger | 8 |
| Nigeria | 8 |
| Norway | 3 |
| Oman | 8 |
| Pakistan | 8 |
| Panama | 6 |
| Papua New Guinea | 7 |
| Paraguay | 6 |
| Peru | 6 |
| Philippines | 7 |
| Pitcairn Island | 7 |
| Poland | 5 |
| Portugal (includes Azores & Madeira Islands) | 3 |
| Qatar | 8 |
| Reunion | 8 |
| Romania | 5 |
| Russia | 5 |
| Rwanda | 8 |
| Saint Christopher (St. Kitts) and Nevis | 6 |
| Saint Helena | 8 |
| Saint Lucia | 6 |
| Saint Pierre & Miquelon | 6 |
| Saint Vincent and the Grenadines | 6 |
| San Marino | 3 |
| Sao Tome and Principe | 5 |
| Saudi Arabia | 8 |
| Senegal | 8 |
| Serbia-Montenegro (Yugoslavia) | 5 |
| Seychelles | 8 |
| Sierra Leone | 8 |
| Singapore | 7 |
| Slovak Republic (Slovakia) | 5 |
| Slovenia | 5 |
| Solomon Islands | 7 |
| Somalia | 8 |
| South Africa | 8 |
| Spain (includes Canary Islands) | 3 |
| Sri Lanka | 8 |
| Sudan | 8 |
| Suriname | 6 |
| Swaziland | 8 |
| Sweden | 3 |
| Switzerland | 3 |
| Syria | 8 |

| Country | IPA |
|---------------------------|-----|
| Taiwan | 7 |
| Tajikistan | 8 |
| Tanzania | 8 |
| Thailand | 7 |
| Togo | 8 |
| Tonga | 7 |
| Trinidad and Tobago | 6 |
| Tristan da Cunha | 8 |
| Tunisia | 8 |
| Turkey | 5 |
| Turkmenistan | 5 |
| Turks and Caicos Islands | 6 |
| Tuvalu | 7 |
| Uganda | 8 |
| Ukraine | 8 |
| United Arab Emirates | 8 |
| Uruguay | 6 |
| Uzbekistan | 8 |
| Vanuatu | 7 |
| Vatican City | 3 |
| Venezuela | 6 |
| Vietnam | 7 |
| Wallis and Futuna Islands | 7 |
| Western Samoa | 7 |
| Yemen | 8 |
| Zambia | 8 |
| Zimbabwe | 8 |

292.453 Physical Characteristics and Requirements for Packages

- a. Thickness. Packages of letter-size mail should be no thicker than approximately a handful of mail (4 to 6 inches thick).
- b. Securing Packages. Each package must be securely tied. Placing rubber bands around the length and then the girth is the preferred method of securing packages of letter-size mail. Plastic strapping placed around the length and then the girth is the preferred method of securing packages of flat-size mail.
- c. Separation of Packages. Letter-size and flat-size mail must be packaged separately.

292.46 Sacking Requirements

292.461 Direct Country Sack (11 Pounds or More)

- a. General. When there are 11 or more pounds of mail addressed to the same country (including Great Britain), the mail must be packaged and enclosed in blue international airmail sacks and labeled to the country with PS Tag 178, *Airmail Bag Label LC (CN 35/AV 8)* (white). All types of mail, including letter-size packages, flat-size packages, and loose items, can be commingled in the same sack for each destination and counted toward the 11-pound minimum.

- b. Direct Country Sack Tags. Direct country sacks must be labeled with PS Tag 178. The tag is white and specially coded to route the mail to a specific country and airport of destination. The blocks on the tag for date, weight, and dispatch information must be completed by the Postal Service and may not be completed by the mailer. The mailer must complete the "To" block showing the destination country. PS Tag 115, *International Priority Airmail*, must also be affixed to the direct country sacks. PS Tag 115 is a Day-Glo pink tag that identifies the mail to ensure it receives priority handling. The mailer must designate on the back of PS Tag 115 the applicable rate group using 1 (Canada), 2 (Mexico), 3, 4, 5, 6, 7, 8, or WW (Worldwide).

292.462 Mixed Direct Country Package Sacks

- a. General. The direct country packages containing 10 or more pieces or 1 pound or more of mail destined to a specific country that cannot be made up in direct country sacks must be enclosed in orange Priority Mail sacks unless other equipment is specified by the acceptance office.
- b. Mixed Direct Country Sack Label. The sack label must be completed as follows. (See Exhibit 292.462 for list of U.S. International Exchange Offices.)
- Line 1: Appropriate U.S. Exchange Office and Routing Code
- Line 2: Contents — DRX
- Line 3: Mailer and Mailer Location

Example:

| |
|--|
| AMC SEATTLE WA 980 INT'L PRIORITY AIRMAIL — DRX ABC STORE SEATTLE WA |
|--|

Exhibit 292.462 Labeling of IPA Mail to USPS Exchange Offices

[Exhibit not included. Formerly Exhibit 284.622.]

292.463 Worldwide Nonpresort Mail Sacks

- a. General. The working packages of mixed country mail and loose items must be enclosed in orange Priority Mail sacks unless other equipment is specified by the acceptance office. Nonpresorted letter-size mail may be presented in trays if authorized by the acceptance office.

Note: Working packages of mixed country mail cannot be enclosed in mixed direct country package sacks.

- b. Worldwide Nonpresort Mail Sack Label. The sack label must be completed as follows:
- Line 1: Appropriate U.S. Exchange Office and Routing Code

Line 2: Contents — WKG
Line 3: Mailer and Mailer Location

Example:

| | |
|--|-------|
| ISC MIAMI FL INT'L PRIORITY AIRMAIL — WKG ABC COMPANY MIAMI FL | 33112 |
|--|-------|

See Exhibit 292.462 for list of U.S. International Exchange Offices.

292.464 Tags and Weight Maximum for Sacks

- a. PS Tag 115 and PS Tag 178. All IPA sacks (direct country, mixed direct country package sacks, and worldwide nonpresort mail sacks) must be labeled with PS Tag 115, *International Priority Airmail*. PS Tag 115 is a Day-Glo pink tag that identifies IPA mail to ensure that it receives priority treatment. PS Tag 178 (see 292.461) is a dispatching tag to be used only for direct country sacks. PS Tag 178 is white and specially coded to route the mail to a specific country and airport of destination. The Postal Service must complete the blocks on the tag for date, weight, and dispatch information. The mailer must complete only the "To" block showing the destination country. Postal tags and sacks are available from the post office.
- b. Sack Weight Maximum. The maximum weight of the sack and contents must not exceed 66 pounds.

292.465 Preparation Requirements for Canada

To qualify for the presort rates for Canada, a mailer must have at least 11 pounds of mail for Canada. This includes letter-size, flat-size, and package-size items even though such items are prepared in separate equipment. If the mailing contains less than 11 pounds of mail for Canada, or if the mailer chooses to do so, mail for Canada is included in the worldwide nonpresort rate mail with mail for other countries. Worldwide nonpresort mail for Canada is prepared in accordance with 292.463. The preparation requirements of presorted mail to Canada follow.

- a. Letter-Size Mail and Flat-Size Mail. Letter-size items are prepared in letter trays, either half-size or full-size, depending on volume. Flat-size items are prepared in flat trays. All items must be faced in the same direction, and all trays must be full enough to keep the mail from mixing during transportation. Do not prepare the content of the tray in packages. The mailer must label each tray to show the destination in Canada and the dispatching U.S. international exchange office in the following format:
- Line 1: Canadian Destination and U.S. Exchange Office Code
- Line 2: Contents
- Line 3: Mailer and Mailer Location

Example:

| |
|--|
| TORONTO ON FWD 11430 IPA ABC COMPANY NEW YORK NY |
|--|

In addition, the mailer must complete PS Tag 115, *International Priority Airmail*. Write "Canada" on the reverse and tape the tag to the tray sleeve. All trays must be banded.

- b. Packages. Items that cannot be prepared in trays because of their size or shape must be placed loose in blue airmail sacks. Use PS Tag 115, *International Priority Airmail*, and label to either Toronto or Vancouver, as appropriate. Attach a completed PS Tag 178. See 292.461b.

Exhibit 292.465 Canadian Labeling Information

[Exhibit not included. Formerly Exhibit 284.65.]

292.47 Customs Forms Requirements

See 123.

293 International Surface Air Lift (ISAL) Service**293.1 Definition**

International Surface Air Lift (ISAL) is a bulk mailing system that provides fast, economical international delivery of letter-post items. The cost is lower than airmail and the service is much faster than surface mail. ISAL shipments are flown to the foreign destinations and entered into that country's surface or nonpriority mail system for delivery.

293.2 Qualifying Mail and Minimum Quantity Requirements

Letter-post mail as defined in 241 that meets all applicable mailing standards may be sent in this service. There is a minimum volume requirement of 50 pounds per mailing except for the Direct Shipment option, which requires a minimum 750 pounds to a single country destination. Mail is prepared as (1) direct country sacks when there are 11 pounds or more to a single country or required country separation; (2) mixed country package sacks when there are 10 or more pieces or at least 1 pound of mail to a single country, but less than 11 pounds; and (3) residual mail when there are fewer than 10 pieces or less than 1 pound of mail to a single country. Residual mail may not exceed 10 percent, by weight, of the mail presented in direct country sacks, M-bags, and mixed country package sacks. Qualifying residual mail is subject to the appropriate ISAL rate (Full Service, Direct Shipment, M-Bag, or Dropship ISC).

Note: A package is defined as 10 or more pieces of mail to the same country separation or 1 pound or more regardless of the number of pieces. Packages of letter-size pieces of mail should be no thicker than approximately a handful of

mail (4 to 6 inches). Packages of flat-size mail may be thicker than 6 inches but must not weigh more than 11 pounds.

293.3 Service Options**293.31 Availability**

ISAL service is available to the foreign countries listed in Exhibit 293.71 from all post offices where bulk mail is accepted and from the drop shipment ISCs listed in 293.32.

293.32 Drop Shipment ISAL International Service Centers

ISAL deposited at the following drop shipment ISAL ISCs qualify for the drop shipment ISC rates shown in 293.71:

New York:

JOHN F KENNEDY AIRPORT MAIL CTR
US POSTAL SERVICE
JOHN F KENNEDY INTERNATIONAL AIRPORT BLDG 250
JAMAICA NY 11430-9998

Florida:

MIAMI INTERNATIONAL SERVICE CTR*
US POSTAL SERVICE
11690 NW 25TH ST
MIAMI FL 33172-1702

MIAMI PROCESSING AND DISTRIBUTION CTR
US POSTAL SERVICE
2200 NW 72ND AVE
MIAMI FL 33152-9997

Texas:

DALLAS INTERNATIONAL SERVICE CTR
US POSTAL SERVICE
15050 TRINITY BLVD
FORT WORTH TX 76155-3203

Illinois:

CHICAGO OHARE INTERNATIONAL ANNEX
US POSTAL SERVICE
514 EXPRESS CENTER DR
CHICAGO IL 60688-9998

California:

SAN FRANCISCO ISC
US POSTAL SERVICE
2650 BAYSHORE BLVD
DALY CITY CA 94013-1631

WORLDWAY AIRPORT MAIL CTR
US POSTAL SERVICE
21750 ARNOLD CENTER RD
CARSON CA 90810-9998

*Only plant-verified mail is transported to these facilities by the mailer.

293.4 Special Services

The special services described in chapter 3 are not available for items sent by ISAL.

293.5 Customs Documentation

See 123 for the requirements for customs forms.

293.6 Permits

Mailers depositing mail at a drop shipment ISC must maintain an advance deposit account at that city if postage is paid by advance deposit account.

293.7 Postage**293.71 Rates**

| Rate Group | Per Piece | Drop Shipment Per Pound | Direct Shipment Per Pound | Full Service Per Pound | M-Bag Drop Shipment | M-Bag Direct Shipment | M-Bag Full Service |
|------------|-----------|-------------------------|---------------------------|------------------------|---------------------|-----------------------|--------------------|
| 1 (Canada) | \$0.25 | \$2.15 | \$2.65 | \$3.15 | \$1.40 | \$1.50 | \$1.50 |
| 2 (Mexico) | 0.12 | 3.20 | 3.70 | 4.20 | 1.50 | 1.60 | 1.60 |
| 3 | 0.20 | 2.50 | 3.00 | 3.50 | 1.50 | 1.75 | 1.75 |
| 4 | 0.20 | 2.75 | 3.25 | 3.75 | 2.50 | 2.50 | 2.50 |
| 5 | 0.12 | 3.45 | 3.95 | 4.45 | 2.00 | 2.25 | 2.25 |
| 6 | 0.12 | 3.40 | 3.90 | 4.40 | 2.00 | 2.25 | 2.25 |
| 7 | 0.12 | 3.50 | 4.00 | 4.50 | 2.25 | 2.50 | 2.50 |
| 8 | 0.12 | 5.50 | 6.00 | 6.50 | 3.00 | 3.25 | 3.25 |

Exhibit 293.71 International Surface Air Lift Service Network Countries and Rates

[Exhibit not included, except rate groups. Formerly Exhibit 246.71.]

| Country | ISAL Rate Group | Country | ISAL Rate Group |
|--|-----------------|------------------------------------|-----------------|
| Albania | 5 | Finland | 3 |
| Algeria | 8 | France (includes Corsica & Monaco) | 3 |
| Angola | 8 | French Guiana | 6 |
| Argentina | 6 | Gabon | 8 |
| Aruba | 6 | Germany | 3 |
| Australia | 4 | Ghana | 8 |
| Austria | 3 | Great Britain and Northern Ireland | 3 |
| Bahrain | 8 | Ireland | 3 |
| Bangladesh | 8 | Greece | 3 |
| Belgium | 3 | Guatemala | 6 |
| Belize | 6 | Guyana | 6 |
| Benin | 8 | Haiti | 6 |
| Bolivia | 6 | Honduras | 6 |
| Brazil | 6 | Hong Kong | 7 |
| Bulgaria | 5 | Hungary | 5 |
| Burkina Faso | 8 | Iceland | 3 |
| Cameroon | 8 | India | 8 |
| Canada | 1 | Indonesia (includes East Timor) | 7 |
| Central African Republic | 8 | Iran | 8 |
| Chile | 6 | Ireland | 3 |
| China | 7 | Israel | 3 |
| Colombia | 6 | Italy | 3 |
| Congo (Kinshasa), Democratic Republic of the | 8 | Jamaica | 6 |
| Costa Rica | 6 | Japan | 4 |
| Côte d'Ivoire (Ivory Coast) | 8 | Jordan | 8 |
| Cuba | 6 | Kenya | 8 |
| Czech Republic | 5 | Korea, Republic of (South) | 7 |
| Denmark | 3 | Kuwait | 8 |
| Dominican Republic | 6 | Lebanon | 8 |
| Ecuador | 6 | Liechtenstein | 3 |
| Egypt | 8 | Luxembourg | 3 |
| El Salvador | 6 | Madagascar | 8 |
| Fiji | 7 | | |

| Country | ISAL Rate Group |
|--|-----------------|
| Malaysia | 7 |
| Mali | 8 |
| Mauritania | 8 |
| Mauritius | 8 |
| Mexico | 2 |
| Morocco | 8 |
| Mozambique | 8 |
| Netherlands | 3 |
| Netherlands Antilles | 6 |
| New Zealand | 4 |
| Nicaragua | 6 |
| Niger | 8 |
| Nigeria | 8 |
| Norway | 3 |
| Oman | 8 |
| Pakistan | 8 |
| Panama | 6 |
| Papua New Guinea | 7 |
| Paraguay | 6 |
| Peru | 6 |
| Philippines | 7 |
| Poland | 5 |
| Portugal (includes Azores & Madeira Islands) | 3 |
| Qatar | 8 |
| Reunion | 8 |
| Romania | 5 |
| Russia | 5 |
| San Marino | 3 |
| Saudi Arabia | 8 |
| Senegal | 8 |
| Singapore | 7 |
| South Africa | 8 |
| Spain (includes Canary Islands) | 3 |
| Sri Lanka | 8 |
| Sudan | 8 |
| Suriname | 6 |
| Sweden | 3 |
| Switzerland | 3 |
| Syria | 8 |
| Taiwan | 7 |
| Tanzania | 8 |
| Thailand | 7 |
| Togo | 8 |
| Trinidad and Tobago | 6 |
| Tunisia | 8 |
| Turkey | 5 |
| Uganda | 8 |
| United Arab Emirates | 8 |
| Uruguay | 6 |
| Venezuela | 6 |
| Yemen | 8 |
| Zambia | 8 |
| Zimbabwe | 8 |

293.72 Full Service Rates

ISAL mailings presented at any post office that accepts bulk mail, other than a drop shipment ISC listed in 293.32, and not eligible for the direct shipment rate, are paid at the full-service rates. Postage for regular ISAL is paid on a per-piece and a per-pound basis. M-bags are subject to the M-bag pound rate only.

293.73 Direct Shipment Rates

Mailers are eligible for the direct shipment rates from the acceptance post office (except drop shipment ISCs) when the Postal Service is able to arrange direct transportation from the origin office to the destination country. To qualify, mailers must present a minimum of 750 pounds to each destination country. Mailers must contact the post office of mailing at least 14 days before the first desired mailing date. A postal employee must complete PS Form 3655, *International Surface Airlift (ISAL) Direct Shipment Option Advisement and Confirmation of Transactions*, and fax it to the distribution network office (DNO) to obtain a contract for transportation. If the DNO cannot arrange direct transportation, the direct shipment rate does not apply. The Postal Service may cancel direct shipment rates and service when direct transportation is no longer available.

293.74 Drop Shipment ISC Rates

ISAL mailings transported by the mailer to the drop shipment ISCs listed in 293.32 are eligible for the drop shipment ISC rate.

293.75 Volume Discount

293.751 General

Mailers who spend \$2 million or more combined on ISAL and IPA in the preceding postal fiscal year may receive discounts off the rates shown in 293.71:

- a. Over \$2 million to \$5 million: 5 percent discount.
- b. Over \$5 million to \$10 million: 10 percent discount.
- c. Over \$10 million: 15 percent discount.

Mailers entitled to these discounts must place the full per-piece rate on each piece of mail if payment is by postage meter or mailer-precanceled stamps. The discount is calculated on the postage statement.

293.752 Qualifying for Volume Discounts

To qualify for volume discounts, mailers must apply in writing to:

MANAGER MARKETING AND SALES
 INTERNATIONAL BUSINESS
 US POSTAL SERVICE
 475 L'ENFANT PLZ SW 370 IBU
 WASHINGTON DC 20260-6500

The manager evaluates all requests and informs the mailer and the post office(s) of mailing whether discounts are approved and the level of discount. Mailers must supply the following information:

- a. The postal fiscal year for the qualifying mail.
- b. The permit number(s) and post office(s) where the permits are held.
- c. The total revenue for the postal fiscal year.
- d. The post office(s) where the discount is to be claimed.

The combined ISAL and IPA revenue is counted toward the discounts. The Postal Service will count as revenue to qualify for the volume discounts only postage paid by a permit holder. If a permit holder has more than one account, or accounts in several cities, then these revenues may be combined to qualify for discounts. Agents who prepare mail for the owner of the mail and mail paid by the owner's permit may not be included in the revenue to qualify for the discounts. Customers may be required to substantiate their request by providing copies of all mailing statements for the appropriate postal fiscal year. All decisions of the Manager, Mail Order are final.

293.76 Payment Methods

293.761 Postage Meter, Permit Imprint, or Mailer Precanceled Stamps

Postage must be paid by postage meter, permit imprint, or mailer-precanceled stamps. Postage is computed on PS Form 3650, *Statement of Mailing — International Surface Air Lift*. PS Form 3650 is required for all ISAL mailings.

293.762 Piece Rate

The applicable per-piece postage must be affixed to each piece (except M-bags) by meter or mailer-precanceled stamps, unless postage is paid by permit imprint. Mailers may use permit imprint only with identical weight pieces unless authorized under the postage mailing systems in DMM P710, P720, or P730. All of the permit imprints for printed matter shown in Exhibit 152.3 are acceptable.

293.763 Pound Rate

Postage for the pound rate portion must be paid either by meter stamp(s) attached to the finance copy of the postage statement or from the mailer's advance deposit account.

293.8 Weight and Size Limits

Any item sent by ISAL must conform to the weight and size limits for letter-post as described in 243.

293.9 Preparation Requirements

293.91 Addressing

International Surface Air Lift mail is subject to the addressing requirements contained in 122.

- a. Exception: International Surface Air Lift items destined for Canada must have the applicable alphanumeric post code included in the delivery address. See 122.1k for the address formatting requirements that generally apply to mailpieces sent to Canada.
- b. Exception: International Surface Air Lift mail in direct country sacks (see 293.942a) is not subject to the interline addressing requirement that is specified in 122.1d. At the sender's risk, the English translation of the destination post office or city name may be omitted from printed addresses that are in Russian, Greek, Arabic, Hebrew, Cyrillic, Japanese, or Chinese characters. An English translation of the country name (e.g., "Russia") is still required on the individual mailpieces.

293.92 Marking

For publishers' periodicals (Periodicals Mail), the imprint authorized under 244.211c(2) or 244.211c(3) may be used. Individual items paid by meter postage or mailer-precanceled stamps must be endorsed "International Surface Air Lift" or "ISAL."

293.93 Sealing and Packaging

Any item sent in this service may be sealed at the option of the sender.

293.94 Makeup Requirements for ISAL

293.941 Packaging

The following guidelines apply:

- a. General. All ISAL mail must be prepared in packages within sacks as appropriate. A package is defined as 10 or more pieces of mail to the same country or separation or 1 pound or more regardless of the number of pieces. Packages of letter-size mailpieces should be no thicker than approximately a handful of mail (4 to 6 inches). Packages of flat-size mail may be thicker than 6 inches but must not weigh more than 11 pounds. Packages and sacks must be prepared and labeled as described below. All mailpieces in a package must be faced in the same direction (i.e., arranged so that the addresses read in the same direction, with an address visible on the top piece). Pieces that cannot be bundled because of their physical characteristics may be placed loose in the sack.
- b. Thickness. Packages of letter-size mail should be no thicker than approximately a handful of mail (4 to 6 inches). Packages of flat-size mail may be thicker than 6 inches but must not weigh more than 11 pounds. Each package must be securely tied. Placing rubber bands around the length and then the girth is the preferred method of securing packages of

letter-size mail. Plastic strapping placed around the length and then the girth is the preferred method of securing packages of flat-size mail.

- c. **Direct Country Packages.** When there are 10 or more pieces or 1 pound or more to the same country, then such pieces must be prepared as a direct country package. If there is less than 11 pounds of mail to the same country, then the direct country package must be labeled with a facing slip showing the destination country or country separation. The facing slip must be placed on the address side of the top piece of each package in such a manner that it will not become separated from the package. The pressure-sensitive labels and optional endorsement lines used domestically for presort mail are prohibited for International Surface Air Lift mail.
- d. **Residual Packages.** If there is not enough mail to prepare a direct country package (fewer than 10 pieces or less than 1 pound), the mail is considered residual mail. When there are fewer than 10 pieces to the same country, then such pieces should be combined in packages with other mail for countries within the same rate group that similarly have fewer than 10 pieces. Such mixed country packages must be labeled with a facing slip marked "Residual, Rate Group ____." The designated rate group (1, 2, 3, 4, 5, 6, 7, or 8) must be inserted as appropriate. The facing slip must be placed on the address side of the top piece of each package in such a manner that it will not become separated from the package. The pressure-sensitive labels and optional endorsement lines used domestically for presort mail are prohibited for International Surface Air Lift mail.

Exception: The 10-piece criterion applies when there are fewer than 10 pieces to the same country and those pieces weigh more than 11 pounds. Such mailpieces should be packaged together as a direct country package and placed in a direct country sack. Pieces that cannot be packaged because of their physical characteristics may be placed loose in the sack.

293.942 Sacking

Once packages of ISAL mail are prepared, the packages are then placed into one of three types of designated sacks:

- a. **Direct Country Sack.** Prepare a direct country sack if there are at least 11 pounds of mail to the same country. The mail must be packaged and enclosed in a gray plastic ISAL sack and labeled to the country with PS Tag 155, *Surface Airlift Mail*. The maximum weight of a direct country sack must not exceed 66 pounds.

- b. **Mixed Country Package Sack.** Prepare a mixed country package sack for those direct country packages where there is less than 11 pounds of mail to the same country. The mail must be packaged as direct country packages, identified with a facing slip showing the destination country or country separation, and enclosed in a green pouch labeled to the dropship ISAL service center. PS Tag 155 also must be attached to the sack. Prepare a mixed country package sack for each of the respective rate groups for which there is a direct country package and label as follows:

Rate group 1 — AMC Kennedy – JFK 003

Rate group 2 — AMC Miami 33159

Rate group 3 — AMC Kennedy – JFK 003

Rate group 4 — AMC San Francisco 941

Rate group 5 — AMC Kennedy – JFK 003

Rate group 6 — AMC Miami 33159

Rate group 7 — AMC San Francisco 941

Rate group 8 — AMC Kennedy – JFK 003

- c. **Residual Sack.** Prepare a residual sack for those packages of mail that contain fewer than 10 pieces or less than 1 pound of mail to any one country (residual packages). The mail must be packaged as residual packages, appropriately identified with a facing slip, and enclosed in a green pouch labeled to the drop shipment ISAL service center. PS Tag 155 also must be attached to the sack. The mailer must prepare a residual sack for each of the respective rate groups for which there is a residual package and label it as follows:

Rate group 1 — AMC Kennedy – JFK 003

Rate group 2 — AMC Miami 33159

Rate group 3 — AMC Kennedy – JFK 003

Rate group 4 — AMC San Francisco 941

Rate group 5 — AMC Kennedy – JFK 003

Rate group 6 — AMC Miami 33159

Rate group 7 — AMC San Francisco 941

Rate group 8 — AMC Kennedy – JFK 003

293.943 Sack Labeling

Depending on the type of sack, labels are prepared as follows:

- a. **Direct Country Sack.** For a direct country sack, use a gray plastic ISAL sack. Use PS Tag 155 to label each sack with the destination country's name. Mailers must complete four blocks on PS Tag 155:
- (1) **To (Pour) Block:** Enter the name of the ISAL country foreign exchange office, its three-letter exchange office code, and the country's name. See Exhibit 293.71 for the name of the foreign exchange office and its three-letter exchange

office code. As an example, for Ireland, this block will be as follows:

Dublin DUB Ireland

- (2) Customer Permit No. Block: Enter permit number.
- (3) Kg Block: Enter the combined weight of the sack and its contents in kilograms (1 pound = 0.4536 kilogram).
- (4) Date Block: Enter date as shown on PS Form 3650, *Statement of Mailing — International Surface Air Lift*.

After completing the above items on PS Tag 155, attach it to the neck of the sack.

- b. Mixed Country Package Sack. For a mixed country package sack, use a domestic green nylon pouch and label it to the appropriate drop shipment ISAL service center as follows:

Rate group 1 — AMC Kennedy — JFK 003
 Rate group 2 — AMC Miami 33159
 Rate group 3 — AMC Kennedy — JFK 003
 Rate group 4 — AMC San Francisco 941
 Rate group 5 — AMC Kennedy — JFK 003
 Rate group 6 — AMC Miami 33159
 Rate group 7 — AMC San Francisco 941
 Rate group 8 — AMC Kennedy — JFK 003

Labels are prepared as follows:

Content:

Line 1: Drop Shipment ISAL Service Center
 Line 2: ISAL DRX
 Line 3: Mailer and Mailer Location

Example:

| |
|--|
| AMC KENNEDY - JFK 003 ISAL DRX ABC COMPANY NEW YORK NY |
|--|

For the mixed country package sack label, use Content Identification Number (CIN) 753.

In addition, use PS Tag 155 to label each sack with the appropriate drop shipment ISAL service center. Mailers must complete four blocks on PS Tag 155:

- (1) To (Pour) Block: Enter the name of the drop shipment ISAL service center and rate group:
 - Rate group 1 — AMC Kennedy — JFK 003
 - Rate group 2 — AMC Miami 33159
 - Rate group 3 — AMC Kennedy — JFK 003
 - Rate group 4 — AMC San Francisco 941
 - Rate group 5 — AMC Kennedy — JFK 003
 - Rate group 6 — AMC Miami 33159
 - Rate group 7 — AMC San Francisco 941
 - Rate group 8 — AMC Kennedy — JFK 003

- (2) Customer Permit No. Block: Enter your permit.
- (3) Kg Block: Enter the combined weight of the sack and its contents in kilograms (1 pound = 0.4536 kilogram).
- (4) Date Block: Enter date as shown on PS Form 3650.

After completing the above items on PS Tag 155, attach it to the sack.

- c. *Residual Sack*. For a residual sack, use a domestic green nylon pouch and label it to the appropriate drop shipment ISAL service center as follows:

Rate group 1 — AMC Kennedy — JFK 003
 Rate group 2 — AMC Miami 33159
 Rate group 3 — AMC Kennedy — JFK 003
 Rate group 4 — AMC San Francisco 941
 Rate group 5 — AMC Kennedy — JFK 003
 Rate group 6 — AMC Miami 33159
 Rate group 7 — AMC San Francisco 941
 Rate group 8 — AMC Kennedy — JFK 003

Labels are prepared as follows:

Content:

Line 1: Drop Shipment ISAL Service Center
 Line 2: ISAL WKG
 Line 3: Mailer and Mailer Location

Example:

| |
|--|
| AMC KENNEDY - JFK 003 ISAL WKG ABC COMPANY NEW YORK NY |
|--|

For the residual sack label, use CIN 754.

In addition, use PS Tag 155 to label each sack with the appropriate drop shipment ISAL service center. Mailers must complete three blocks on PS Tag 155:

- (1) To (Pour) Block: Enter the name of the drop shipment ISAL service center and rate group:
 - Rate group 1 — AMC Kennedy — JFK 003
 - Rate group 2 — AMC Miami 33159
 - Rate group 3 — AMC Kennedy — JFK 003
 - Rate group 4 — AMC San Francisco 941
 - Rate group 5 — AMC Kennedy — JFK 003
 - Rate group 6 — AMC Miami 33159
 - Rate group 7 — AMC San Francisco 941
 - Rate group 8 — AMC Kennedy — JFK 003
- (2) Customer Permit No. Block: Enter your 10-digit ISAL permit or customer identification number.
- (3) Kg Block: Enter the combined weight of the sack and its contents in kilograms (1 pound = 0.4536 kilogram).
- (4) Date Block: Enter date as shown on PS Form 3650.

After completing the above items on PS Tag 155, attach it to the sack.

293.944 Sack Separation

When presenting an ISAL shipment to the Postal Service, the mailer must physically separate the sacks of mail by type (direct, mixed, residual) and rate group (1, 2, 3, 4, etc.) at time of mailing.

293.945 Direct Sacks to One Addressee (M-Bags) for ISAL

M-bags may be sent in the ISAL service to all ISAL destination countries. Weight, makeup, sacking, and sorting requirements must conform to 260. PS Tag 158 must show the complete address of the addressee and the sender. PS Tags 155 and 158 must be attached securely to the neck of each sack. M-bags may not contain small packets.

293.95 Mailer Notification

Mailers who wish to mail shipments that weigh over 750 pounds but who are not eligible for direct shipment rates must notify the ISAL coordinator at the office of mailing at least 14 days before the planned date of mailing. Specific country information and weight per country must be provided. No prior notification is required for mailers with 750 pounds or less.

294 Publishers' Periodicals**294.1 Description****294.11 Definition**

Publishers' periodicals are domestically approved Periodicals Mail publications. See DMM E211.

294.12 Eligibility

Publishers' periodicals may be mailed only by publishers and registered news agents. When mailed by individuals, this type of publication is subject to regular printed matter postage rates.

294.2 Postage**294.21 Rates**

See Individual Country Listings for rates.

294.22 Special Rates

There are no unique international postage rates that specifically apply to either nonprofit organizations or to classroom publications. If otherwise qualified, those categories of senders may enter their mail at publishers' periodicals rates. See 294.62 for the conditions of mailing governing a postage rate discount for publishers or registered news agents who drop ship their mail at the New Jersey International and Bulk Mail Center (NJI&BMC).

294.23 Sample Copies

Complete sample copies may be mailed at the rates for publishers' periodicals, whether or not the number of such sample copies exceeds 10 percent of the subscriber copies.

294.24 Single Copies Mailed to Countries Other Than Canada

Single copies of publishers' periodicals addressed to all countries *except* Canada must be placed in wrappers or envelopes.

294.25 Single Copies Mailed to Canada

Single copies of publishers' periodicals may be entered without envelopes or wrappers, provided the mailing is sorted and packaged in the manner prescribed in 294.4. The exemption from the wrapper requirement is not applicable to copies addressed for delivery at Canadian overseas military post offices (CFPOs).

294.26 Payment of Postage

Postage on publishers' periodicals mailed by the publisher or by a registered news agent may be paid (1) by means of postage stamps or postage meter stamp, or (2) from deposits of money made with the postmaster by the publisher or news agent. When the postage is paid from money on deposit with the postmaster, the postage charges are computed on PS Form 3541, *Periodicals One Issue or One Edition*; PS Form 3541-M, *Periodicals — All Issues in a Calendar Month*; or PS Form 3540-S, *Postage Statement — Supplement*; filed by the publisher or news agent and completed by the postmaster.

294.27 Postage on Mailings While Application Pending

Postage at the regular printed matter rates must be paid for mailings of publications on which an application for Periodicals Mail privileges is pending. When the application is approved, postage charges should be adjusted on reported mailings based on rates for publishers' periodicals and according to the general procedure provided in DMM E216.

294.28 Per Copy Rate of Postage

Postage at the per-copy rate must be charged on all individually addressed copies of publishers' periodicals. All copies reported on PS Forms 3541-N or 3541-R, whether addressed or unaddressed, are subject to a per-copy rate. If a publisher or registered news agent prefers, he or she may pay postage on unaddressed copies to be mailed in bulk packages by affixing the appropriate postage to the wrappers of the packages.

294.3 Weight and Size Limits

294.31 Weight Limit

The weight limit for individually addressed items is 4 pounds.

294.32 Size Limits

294.321 Envelopes and Packages

- a. Minimum length and height: 5-1/2 x 3-1/2 inches.
- b. Minimum depth (thickness): .007 inch.
- c. Maximum length: 24 inches.
- d. Maximum length, height, depth (thickness) combined: 36 inches.

294.322 Rolls

- a. Minimum length: 4 inches.
- b. Minimum length plus twice the diameter combined: 6-3/4 inches.
- c. Maximum length: 36 inches.
- d. Maximum length plus twice the diameter combined: 42 inches.

294.4 Makeup Requirements for Publishers' Periodicals

294.41 Sortation

Publishers' periodicals must be sorted into city and country packages as follows:

- a. City packages must be prepared when six or more copies are addressed to the same city. Packages may be prepared by foreign alphanumeric postal codes. Each package must bear a facing slip showing the city and country of destination. Packages that destinate in Canada must be prepared using the Canadian postal codes that are specified in Exhibit 294.43a (standard entry) or Exhibit 294.43b (drop shipment at NJI&BMC). At the mailer's option, a finer presort based on Canadian postal codes may be used.
- b. When six or more copies for the same country remain after the city packages are prepared, country packages must be prepared. Each country package must bear a facing slip showing the country of destination.
- c. Copies remaining after city and country packages are prepared are residual copies. Residual copies must be packaged and bear a facing slip marked "MIXED WORKING FOREIGN." The packages must be labeled to the appropriate international exchange office or, for Canadian-bound mail, a concentration center as instructed by the post office of mailing.

d. All pieces in a package must have the address side facing up. Each package must be securely banded or tied with rubber bands or string to withstand handling without breakage or damage and to prevent injury to postal personnel or damage to sorting equipment.

e. Single copies of publications addressed for delivery in Canada that are not enclosed in wrappers or envelopes under 294.25 must be included in packages that are protected with cardboard, fiberboard, or other protective covering. The package label (facing slip) must bear these notations:

"OPEN AND DISTRIBUTE"

"Periodicals Mail Postage Paid at ... "

or, as applicable,

"Periodicals Mail Postage Paid at ... and Additional Mailing Offices."

Note: Under DMM C200.12.3, the simplified endorsement "PERIODICALS MAIL" may be placed on the package label (facing slip) in lieu of either of the above.

294.42 Sacking and Labeling

294.421 Country Sacks and Labels (Except Canada)

Publishers' periodicals must be sacked and labeled when there are 11 pounds of mail to a particular country or country separation. All city and country packages must be included in the same country sack. See Exhibit 294.52 for separations, city, and routing ZIP Codes. Each sack must be labeled to show the destination, contents ("NEWS" or "PER"), and entry post office as follows:

Label color: Blue

Format:

Line 1: Destination exchange office code and routing ZIP Code for applicable USPS exchange office

Line 2: Contents ("NEWS" or "PER") and "AO"

Line 3: City and state of post office of mailing and ZIP Code

Example:

| |
|---------------------|
| TAN CHINA 945 |
| PER AO |
| ALEXANDRIA VA 22315 |

Note: Two or more separations are required when publishers' periodicals are mailed to China, Great Britain, Japan, and Mexico (see Exhibit 294.42). For each of those four countries, the destination exchange office name is used along with the city code and the country name.

Example:

| |
|--|
| PEK BEIJING CHINA 945 PER AO ALEXANDRIA VA 22315 |
|--|

294.422 Residual Sacks

After the required country sacks are prepared, the remaining city, country, and residual packages must be sacked and labeled to the international exchange office as directed by the entry post office. Each sack must be labeled as follows:

Label color: Pink

Format:

- Line 1: International exchange office and routing ZIP Code for applicable USPS exchange office
- Line 2: Contents (“NEWS” or “PER”), “AO” and “Mixed Working Foreign”
- Line 3: City and state of post office of mailing and ZIP Code

Example:

| |
|--|
| FOREIGN CTR NJ 099 NEWS AO MIXED WORKING FOREIGN ALEXANDRIA VA 22315 |
|--|

Note: See 294.62 for a sacking exception for residual mail that is applicable only to publishers or registered news agents who drop ship their mail at the New Jersey International and Bulk Mail Center (NJI&BMC).

Exhibit 294.42 Publishers’ Periodicals — All Countries (Except Canada) Labeling and Routing Information

[Exhibit not included. Formerly Exhibit 244.52.]

294.43 Canadian Sacks

Sacks of publishers’ periodicals for delivery in Canada must be sorted by the Canadian post code designations that are specified in Exhibit 294.43a (standard entry) or Exhibit 294.43b (drop shipment at NJI&BMC) and labeled in the following manner:

Label color: White or terra-cotta

Format:

- Line 1: Name of destination office in Canada is left-justified; routing ZIP Code for applicable USPS exchange office is right-justified
- Line 2: Content designation (i.e., “NEWS” or “PER”) followed by “AO”
- Line 3: City, state, and ZIP Code of U.S. post office of mailing

Example:

| | |
|--|-----|
| OTTAWA ON FWD PER AO BETHESDA MD 20815 | 099 |
|--|-----|

Residual mail for Canada is prepared under 294.422, except it is labeled to the local concentration center. See 294.62 for a sacking exception for residual mail that is applicable only to publishers or registered news agents who drop ship their mail at the New Jersey International and Bulk Mail Center (NJI&BMC).

Exhibit 294.43a Publishers’ Periodicals — Canada Labeling and Routing Information (Standard Entry)

[Exhibit not included. Formerly Exhibit 244.53a.]

Exhibit 294.43b Publishers’ Periodicals — Canada Labeling and Routing Information (Drop Shipment at NJI&BMC)

[Exhibit not included. Formerly Exhibit 244.53b.]

294.44 Physical Characteristics and Requirements for Sacks

Sacks must meet these requirements:

- a. Maximum Weight. No more than 66 pounds of mail may be placed in any one sack. The weight of tying, wrapping, and packaging materials is included in determining the weight of the mail enclosed in a sack.
- b. Sacks. Disposable gray plastic sacks are recommended; however, other appropriate equipment may be provided by the post office.
- c. Labels. Handbook PO-423, *Requisitioning Labels*, contains instructions for ordering labels. Mailers may also preprint labels if they are of the colors specified and used by the Postal Service.

294.5 Customs Forms Required

Printed matter known to be dutiable in the country of destination must have a green customs label (PS Form 2976) affixed to the address side of the articles. (See 123 for detailed requirements for customs documentation.) This requirement is applicable to dutiable printed matter mailed in a direct sack (M-bags) (see 260).

294.6 Mailing Locations

294.61 Standard Entry

Surface mail that is entered at publishers’ periodicals rates must be prepared in accordance with the provisions of 244.5 and tendered at a post office or other location that has been designated by the local postmaster.

294.62 Drop Shipment

A publisher or registered news agent who deposits publishers' periodicals directly at the New Jersey International & Bulk Mail Center (NJ&BMC), under a drop shipment authorization, is eligible for a \$0.25 per pound postage rate discount, when the following conditions of entry are met:

- a. The mailer must obtain a drop shipment authorization (PS Form 8125, *Plant-Verified Drop Shipment (PVDS) Verification and Clearance*) from the post office of original/additional entry, the business mail entry unit (BMEU), or the detached mail unit (DMU) where their mailing records are maintained.
- b. The mailer must bring their sorted publishers' periodicals to the postal location referenced in 294.62a, where USPS acceptance employees will check the statement of mailing to ensure proper application of the \$0.25 per pound drop ship discount; confirm funds availability; and verify compliance with the prescribed mail makeup requirements.
- c. Publishers' periodicals that are to be drop shipped at the NJ&BMC are subject to the mail makeup requirements contained in 294.41 and 294.42, except as specified below.

Exception: A drop shipment customer who has fewer than 11 pounds of publishers' periodicals for a particular country or country separation is required to place those residual mailpieces into a country-specific "skin" sack rather than aggregating them into a mixed working foreign sack, as specified in 294.422. Residual bundles or packages that are placed into a skin sack are subject to the sorting, sacking, and labeling requirements for country sacks that are contained in 294.41 (except 294.41c) and 294.421, for all countries except Canada, and in 294.43 for Canada only.
- d. A publisher or agent who has a minimum of 250 pounds of mail for a single destination country may dispense with the use of sacks by placing the requisite presorted bundles or packages onto a strapped or shrink-wrapped pallet. To be admissible, a palletized load of discounted publishers' periodicals must conform to the mailing standards contained in DMM M041; adhere to the mail preparation requirements referenced in DMM M045, and be placarded (labeled) in accordance with the provisions of DMM M031.4.0.
- e. Once the acceptance process is completed, the verified mailpieces and accompanying paperwork will be turned back to the publisher or agent who will transport the sacks or pallets to the NJ&BMC. Prior to bringing their mail to that postal facility, the publisher

or agent must schedule a drop shipment appointment through the appropriate appointment control center as specified in DMM E652.3.4. The relevant statement of mailing and drop shipment authorization (PS Form 8125) must be presented at the time of entry.

- f. Publishers' periodicals that are enclosed in direct sacks of printed matter to one addressee (M-bags) are *not* subject to the \$0.25 per pound postage discount that is referenced in this section. See 245.222 for the postage payment procedures governing M-bags.

295 Books and Sheet Music**295.1 Description****295.11 Definition**

This classification encompasses:

- a. Books (including books issued to supplement other books) that have the following characteristics:
 - (1) Eight or more printed pages.
 - (2) Consist wholly of reading matter or scholarly bibliography, or reading matter with incidental blank spaces for notations.
 - (3) Contains no advertising matter other than incidental announcements of books, in the form of book pages, and other bound and loose enclosures that are permissible under the provisions of DMM E620.4.4. Advertising includes paid advertising and publishers' own advertising in display, classified, or editorial style.
- b. Printed sheet music.

295.12 Minimum Quantity Requirements

To qualify for this service mailers must have a minimum of 50 pounds of mail or 200 pieces.

295.2 Postage**295.21 Rates**

See Individual Country Listings for rates.

295.22 Postage Payment Methods

Nonidentical weight piece mailings must have the applicable postage affixed meter stamps. Identical-weight piece mailings may be paid by meter stamps, or permit imprint subject to certain standards. Mailers may use a permit imprint with nonidentical pieces only if authorized by the USPS under a Manifest Mailing System (MMS), as specified in DMM P710. All mailings are reported on PS Form 3651, *Postage Statement — International Permit Imprint Mail*.

295.3 Weight and Size Limits

295.31 Weight Limit

The weight limit for individually addressed items is 4 pounds.

295.32 Size Limits

295.321 Envelopes and Packages

- a. Minimum length and height: 5-1/2 x 3-1/2 inches.
- b. Minimum depth (thickness): .007 inch.
- c. Maximum length: 24 inches.
- d. Maximum length, height, depth (thickness) combined: 36 inches.

295.322 Rolls

- a. Minimum length: 4 inches.
- b. Minimum length plus twice the diameter combined: 6-3/4 inches.
- c. Maximum length: 36 inches.
- d. Maximum length plus twice the diameter combined: 42 inches.

295.4 Makeup Requirements for Books and Sheet Music

295.41 Endorsements

The sender must endorse the address side "BOOKS" or "SHEET MUSIC" on all items containing books or sheet music and paid at those rates.

295.42 Sortation

Books and sheet music must be sorted into country packages as follows:

- a. Country packages must be prepared when six or more copies are addressed to the same country. Packages may be prepared according to foreign alphanumeric postal codes. Each package must bear a facing slip showing the country of destination. Packages that destinate in Canada must be prepared using the Canadian postal codes that are specified in Exhibit 295.43. At the mailer's option, a finer presort based on Canadian postal codes may be used.
- b. Copies remaining after country packages are prepared are residual copies. Residual copies must be packaged and bear a facing slip marked "MIXED WORKING FOREIGN." The packages must be labeled to the appropriate international exchange office or, for Canada-bound mail, a concentration center as instructed by the post office of mailing.

- c. All pieces in a package must have the address side facing up. Each package must be securely banded or tied with rubber bands or string to withstand handling without breakage or damage and to prevent injury to postal personnel or damage to sorting equipment.

295.43 Sacking and Labeling

295.431 Country Sacks and Labels (Except Canada)

Books and sheet music must be sacked and labeled when there are 11 pounds of mail to a particular country or country separation. All country packages must be included in the same country sack. See Exhibit 294.42 for separations, city, and routing ZIP Codes. Each sack must be labeled to show the destination, contents, and entry post office as follows:

Label color: Blue

Format:

Line 1: Destination exchange office code and country routing ZIP Code

Line 2: Contents "AO"

Line 3: City and state of post office of mailing and ZIP Code

Example:

TAN CHINA 945
AO
ALEXANDRIA VA 22315

Note: Two or more separations are required for mail to China, Great Britain, Japan, and Mexico (see Exhibit 295.42). For each of those four countries, the destination exchange office name is used along with the city code and the country name.

Example:

PEK BEIJING CHINA 945
AO
ALEXANDRIA VA 22315

295.432 Residual Sacks

After the required country sacks are prepared, residual packages must be sacked and labeled to the international exchange office as directed by the entry post office. Each sack must be labeled as follows:

Label color: Pink

Format:

Line 1: International exchange office and routing ZIP Code

Line 2: Contents "AO" and "Mixed Working Foreign"

Line 3: City and state of post office of mailing and ZIP Code

Example:

| |
|---|
| FOREIGN CTR NJ 099 AO MIXED WORKING FOREIGN ALEXANDRIA VA 22315 |
|---|

Exhibit 295.432 Books and Sheet Music — All Countries (Except Canada) Labeling and Routing Information

[Exhibit not included. Same as former 244.52.]

295.44 Canadian Sacks

Sacks of books or sheet music for delivery in Canada must be sorted by the Canadian post code designations that are specified in Exhibit 295.43 and labeled in the following manner:

Label color: White or terra-cotta

Format:

Line 1: Name of destination office in Canada is left-justified; routing ZIP Code for applicable USPS exchange office is right-justified

Line 2: Content designation "AO"

Line 3: City, state, and ZIP Code of U.S. post office of mailing

Example:

| | |
|-------------------|-----|
| OTTAWA ON FWD | 099 |
| AO | |
| BETHESDA MD 20815 | |

Residual mail for Canada is prepared under 295.422, except it is labeled to the local concentration center.

Exhibit 295.44 Books and Sheet Music — Canada Labeling and Routing Information

[Exhibit not included. Same as former 244.53a.]

295.45 Physical Characteristics and Requirements for Sacks

Sacks must meet these requirements:

- a. Maximum Weight. No more than 66 pounds of mail may be placed in any one sack. The weight of tying, wrapping, and packaging materials is included in determining the weight of the mail enclosed in a sack.
- b. Sacks. Disposable gray plastic sacks are recommended; however, other appropriate equipment may be provided by the post office.
- c. Labels. Handbook PO-423, *Requisitioning Labels*, contains instructions for ordering labels. Mailers may also preprint labels if they are of the colors specified and used by the Postal Service.

295.5 Customs Forms Required

Printed matter known to be dutiable in the country of destination must have a green customs label (PS Form 2976) affixed to the address side of the articles. (See 123 for detailed requirements for customs documentation.) This requirement is applicable to dutiable printed matter mailed in a direct sack (M-bags).

296 [Reserved]**297 International Customized Mail****297.1 Description**

International Customized Mail (ICM) service is an international business mail service that is available only pursuant to an ICM service agreement between the Postal Service and a mailer meeting the requirements in 297.2. The Postal Service provides ICM service on a mailer-specific basis pursuant to the terms and conditions stipulated in a particular ICM service agreement.

297.2 Qualifying Mailers

To qualify for ICM service, a mailer must be capable, on an annualized basis, of either (1) tendering at least 1 million pounds of international mail to the Postal Service, or (2) paying at least \$2 million in international postage to the Postal Service. The mailer must also be capable of tendering all of its ICM mail to the Postal Service.

297.3 ICM Service Agreements

Each ICM service agreement must set forth the following:

- a. The term of the agreement, including any renewal options.
- b. The type of mail to be tendered by the mailer.
- c. The destination country or countries.
- d. The services to be provided by the Postal Service, including any speed-of-delivery targets.
- e. Minimum volume commitments for each service.
- f. Postage and method of payment.
- g. Weight and size limits.
- h. Preparation requirements.
- i. Makeup requirements.
- j. Any other obligations of either party.
- k. The location from which the mailer is required to tender its items to the Postal Service.

297.4 Postal Bulletin Notifications

Within 30 days of entering into an ICM service agreement, the Postal Service must publish the following information about the agreement in the *Postal Bulletin*:

- a. The term of the agreement, including any renewal options.
- b. The type of mail involved.

- c. The destination country or countries.
- d. A brief description of each of the services to be provided by the Postal Service.
- e. Minimum volume commitments for each service.
- f. A brief description of any worksharing to be performed by the mailer.
- g. The agreed-upon rate for each service at the volume level committed to by the mailer.

3 Special Services

310 Certificate of Mailing

* * * * *

312 Availability

Customers can purchase a certificate of mailing when they send unregistered letter-post, post/postal cards, matter for the blind, and uninsured parcel post or require a duplicate of an original certificate that pertained to a previously mailed item. A certificate of mailing cannot be obtained in combination with registered mail, insured parcel post, recorded delivery, or bulk mailings of 200 pieces or more that bear a permit imprint.

* * * * *

313 Fees

313.1 Individual Pieces

The fee for certificates of mailing for ordinary letter-post and ordinary parcel post is \$0.75 per piece, whether the item is listed individually on PS Form 3817, *Certificate of Mailing*, or on firm mailing bills. Additional copies of PS Form 3817 or firm mailing bills are available for \$0.75 per page. PS Form 3877, *Firm Mailing Book for Accountable Mail*, or forms printed at the mailer's expense may be used for certificates of three or more pieces of mail of any class presented at one time. If mailer-printed forms are used instead of PS Form 3877, these forms must contain, at a minimum, the same information as PS Form 3877. The fee is \$0.25 per article.

313.2 Bulk Pieces

Identical pieces of ordinary letter-post mail that are paid for with regular postage stamps, precanceled stamps, or meter stamps are subject to the following certificate of mailing fees:

| Pieces | Fee |
|-----------------------------------|--------|
| Up to 1,000 | \$3.50 |
| Each additional 1,000 or fraction | .40 |
| Duplicate copy | .75 |

* * * * *

320 Insurance

* * * * *

322 Availability

Insurance is available only for parcel post and only to certain countries. See Individual Country Listings. Insurance is not available for letter-post items.

* * * * *

330 Registered Mail

* * * * *

332 Availability

Customers can purchase registered mail service when they send letter-post, post/postal cards, and matter for the blind. Registered mail service is not available in combination with parcel post or M-bags to one addressee. See Individual Country Listings for country-specific prohibitions and restrictions on registered mail service usage.

333 Fees and Indemnity Limits

333.1 Registration Fees

The registry fee for all countries is \$7.25.

Exception: See the Individual Country Listing for Canada.

* * * * *

334 Processing Requests

* * * * *

334.2 Marking

The accepting clerk must enter the following endorsements and special markings on each registered item:

- a. Affix Label 200 as noted above. All registered mail of U.S. origin must bear a Label 200.

[Items b and c are unchanged.]

* * * * *

334.3 Postmarking

334.31 Placement

Postmark registered items twice on the back, on the crossing of the upper and lower flaps. If return receipts are used, postmark partially on the receipt and partially on the flaps of the letter. Items sealed on the address side must be postmarked on the address side.

* * * * *

334.33 Registered Printed Matter or Small Packets

[Delete.]

334.4 Sealing

334.41 Sender's Responsibility

Senders must securely seal letter-post items presented for registration. ***

* * * * *

334.43 Registered Printed Matter or Small Packets

[Delete.]

* * * * *

340 Return Receipt

* * * * *

343 Fee

The fee for a return receipt is \$1.50 and must be paid in addition to postage and other applicable charges. ***

* * * * *

350 Restricted Delivery

* * * * *

353 Fee

Fee is \$3.20 and is in addition to postage and other applicable fees.

* * * * *

[Delete sections 360, 370, and 380. Renumber 385 as 360.]

360 Recorded Delivery

* * * * *

362 Availability

Recorded delivery service is available in conjunction with the mailing of letter-post items, post/postal cards, aerogrammes, matter for the blind, and M-bags. Recorded delivery is not available to all countries. See the Individual Country Listing.

363 Recorded Delivery Fee

The recorded delivery fee is \$1.90 and is in addition to postage and other special service fees, if applicable.

* * * * *

[Renumber 390, Supplemental Services, as 370.]

370 Supplemental Services

* * * * *

371 International Money Orders

* * * * *

371.3 Fees

There are two fees for international money orders:

- a. The fee for money orders payable in countries that accept the pink *International Postal Money Order Form (MP1)* is \$3.25 per money order. ***

[Item b is unchanged.]

* * * * *

372 International Reply Coupons

* * * * *

372.3 Selling Price and Rate of Exchange

- a. The selling price of a reply coupon in the United States is \$1.75. ***
- b. International reply coupons purchased in foreign countries are exchangeable at U.S. post offices toward the purchase of postage stamps, postage meter stamps, postage validation imprinter (PVI) labels, and embossed stamped envelopes (including aerogrammes) at the rate of \$0.80 per coupon, irrespective of the country where they were purchased.

* * * * *

373 International Business Reply Service

* * * * *

373.4 Fees

The fees for IBRS are as follows:

- a. Envelopes up to 2 ounces: \$1.20.
- b. Cards: \$0.80.

Note: The fee for each returned IBRS envelope and card includes the per piece charge that is applied to domestic business reply and subject to QBRM accounting procedures. It is not necessary for the sender to obtain a separate international business reply permit to have IBRS items processed through their advance deposit account.

* * * * *

4 Treatment of Outbound Mail

* * * * *

420 Shortpaid and Unpaid Mail

* * * * *

422.2 No Return Address

422.21 Letter-Post and Postcards

Unpaid letter-post and postcards with no return address must be forwarded to the appropriate exchange office. ***

* * * * *

423 Shortpaid Mail

423.2 Exceptions
* * * * *

423.21 Letter-Post and Postcards
Shortpaid letter-post and postcards with no return address must be forwarded to the exchange office. Imprint with stock rubber stamp R-1300-4, *Postage Due – Cents*. Do not enter the amount of the deficiency.
Exception: For shortpaid letter-post and postcards to Canada having no return address, enter double the amount of the deficiency.

423.22 Printed matter and Small Packets
[Delete.]

423.23 Parcels
[Renumber as 423.22.]

423.24 Global Express Mail Shipments
[Renumber as 423.23.]
* * * * *

430 Improperly Prepared Mail
* * * * *

433 Oversized Cards
Return oversized cards (those exceeding 9-1/4 x 4-3/4 inches) to the sender. If the sender is unknown, dispatch cards to the exchange office.

434 Reply-Paid Cards
a. Reply-paid cards, except International Business Reply items, are not accepted as international mail.
[Item b is unchanged.]
* * * * *

440 Special Services Mail
* * * * *

442 Special Delivery
[Delete.]
* * * * *

443 Special Handling
[Delete.]
* * * * *

5 Nonpostal Export Regulations
* * * * *

550 Dried Whole Eggs
* * * * *

552 Charges
A charge of \$0.75 will be made for each certificate of mailing, or for each package if a single certificate covers more than one package. ***
* * * * *

560 Tobacco Seeds and Tobacco Plants
* * * * *

562 Charges
A charge of \$0.75 will be made for each permit presented by the sender and for each package when a single permit covers more than one package. ***
* * * * *

7 Treatment of Inbound Mail

711 Customs Examination of Mail Believed to Contain Dutiable or Prohibited Articles
* * * * *

711.3 Examination of Registered Mail and Sealed Letters
The postmaster or other designated employee must be present when registered mail and sealed letters (except unregistered sealed letter mail bearing a green customs label) are opened by customs officers for examination. After customs treatment, the customs officer will repack and reseal the mail.
* * * * *

712 Customs Clearance and Delivery Fee
* * * * *

712.3 Amount of USPS Fee
The USPS fee for customs clearance and delivery for each dutiable item is \$4.50.
* * * * *

713 Treatment of Dutiable Mail at Delivery Office
* * * * *

713.4 Payment of Duty
* * * * *

713.43 Registration of Items to be Returned to the United States
* * * * *

713.432 Certification by Postal Service Personnel

[In item c, change "\$0.50" to "\$0.75."]

* * * * *

730 Shortpaid Mail to the United States

731 Computation of Postage Due

- a. [Unchanged.]
- b. [Change "\$0.42" to "\$0.45."]
- c. [Unchanged.]
- d. [Unchanged.]

* * * * *

740 Irregular Mail

* * * * *

[Delete 742. Renumber 743, 744, and 745 as 742, 743, and 744, respectively.]

742 Stamps Not Affixed

* * * * *

750 Special Services

* * * * *

[Delete 755 and 756. Renumber 757 as 755.]

755 Recorded Delivery

* * * * *

[Delete 760. Renumber 770 through 790 as 760 through 780, respectively.]

760 Forwarding

* * * * *

762 Mail of Domestic Origin

* * * * *

762.2 Undeliverable Domestic Mail Bearing U.S. Postage and a Foreign Return Address

- a. [Unchanged.]
- b. [Unchanged.]
- c. [Change "letter class" to "First-Class."]
- d. [Unchanged.]

* * * * *

770 Undeliverable Mail

* * * * *

771 Mail of Domestic Origin

* * * * *

771.5 Return Charges for Letter-Post Mail

The following charges must be collected from the sender for mail returned to the United States by foreign postal services:

- a. The return charge paid by publishers or registered news agents who originally mailed publishers' periodicals to Canada is the same as the economy (surface) letter-post postage rate for an item of the same weight mailed from the United States to Canada. The airmail letter-post rate may be used if it is less than the economy letter-post rate. See Individual Country Listings for fees.
- b. [Unchanged.]
- c. [Unchanged.]
- d. For economy letter-post the return charge is the same as economy (surface) letter-post postage rate for an item of the same weight mailed from the United States to the original country of destination. The airmail letter-post rate may be used if it is less than the economy letter-post rate. See the Individual County Listings for fees.
- e. [Unchanged.]

* * * * *

772 Mail of Foreign Origin

772.1 Marking

* * * * *

772.14 Method of Return

Undeliverable airmail letters and cards and all letter-post items marked "PRIORITY" are returned to origin by air. All parcels and other items are returned by surface. Any "AIR-MAIL" or "PAR AVION" endorsements or label must be obliterated on undeliverable items returned by surface.

* * * * *

772.4 Storage Charges

[Delete.]

* * * * *

9 Inquiries, Indemnities, and Refunds

* * * * *

920 Inquiries and Claims

* * * * *

922 Filing of Inquiries

922.1 Time Limits

Inquiries concerning letter-post mail and parcel post are accepted within six months from the day following the date of mailing.

* * * * *

928 Processing Inquiries

* * * * *

928.2 Mail Exchanged With Countries Other Than Canada

928.21 Forms Used

928.211 PS Form 542, Inquiry About a Registered Article or an Insured Parcel or an Ordinary Parcel

* * * * *

d. The loss, rifling, damage, or delay of outbound or inbound ordinary letter-post mail.

* * * * *

928.3 Mail Exchanged With Canada

* * * * *

928.35 Recorded Delivery Service

For inquiries related to the loss, total damage, or rifling of letter-post and matter for the blind items for which the recorded delivery fee has been paid:

* * * * *

940 Postage Refunds

941 Postage Refunds for Letter-Post and Parcel Post

941.1 General

A refund may be made when postage, special service fees, or other charges have been paid on letter-post and parcel post items:

* * * * *

— *International Business, 11-30-00*

United States Postal Service

Postage Statement — International Surface Air Lift

Post Office Note Mail Arrival Time

| | | | | | | |
|----------------------------|--|-----------|---|--------------------------|--|-----------------------|
| Mailer Information | Permit Holder's Name and Address | Telephone | Name and Address of Mailing Agent (if other than permit holder) | Telephone | Name and Address of Individual or Organization for Which Mailing is Prepared (if other than permit holder) | |
| | CAPS Customer Reference ID | | Dun & Bradstreet No. | | Dun & Bradstreet No. | |
| Mailing Information | Post Office of Mailing | | Mailing Date | Federal Agency Cost Code | Statement Sequence No. | Receipt No. |
| | Permit Number | | Weight of a Single Piece | | Total Pieces | Total Weight (pounds) |
| | <input type="checkbox"/> Meter <input type="checkbox"/> Mailer Precanceled Stamps <input type="checkbox"/> Permit Imprint <input type="checkbox"/> Partial Permit Imprint | | No. Sacks | No. Trays | No. Pallets | No. Other |
| | <input type="checkbox"/> Check here if mailing under an ICM Agreement. (IMM 297) | | <input type="checkbox"/> Direct Shipment (Specify Country) | | | |

Postage Computation

Compute Postage on Reverse

Each ISAL mailpiece (except for pieces enclosed and prepared as an M-Bag) is subject to a per-piece charge plus a per-pound charge. The per-piece charge must be added to the per-pound charge to determine Total Postage. Each M-Bag is subject to a minimum bag charge for all weights up to 11 pounds plus a per-pound charge for each additional pound or fraction of a pound above 11 pounds per M-Bag.

Example: Mailing consists of two M-bags. Bag 1 weighs 10 lbs. and Bag 2 weighs 12 pounds. Each M-Bag is subject to the per bag charge. The pound rate applies to the additional 1 pound for Bag 2. The per-bag charge plus the per-pound charge are added together to determine total M-Bag postage.

All weights must be expressed in whole pounds. Round up any fraction of a pound to the next whole pound.

Postage
For non-identical weight pieces, the piece rate postage must be affixed to each piece by meter postage or by mailer precanceled stamps. For identical weight pieces, each piece may bear a permit imprint or meter postage meter for the piece rate. Postage for the pound rate portion may be paid from an advance deposit account, or by meter strip attached to the mailing statement.

Full Service Rate - applies to regular mail sacks, M-Bags and residual mail that is deposited at the entry post office that accepts bulk mail. (IMM 293.72)
Drop Shipment Rate - applies to mail transported and deposited by the mailer at a designated International Service Center (see IMM 293.74)
Direct Shipment Rate - applies to mailings of 750 pounds or more to a single country when direct transportation has been prearranged from the office of mailing to destination country (IMM 293.73).

Qualifying Mail (IMM 293.2)
Minimum volume of 50 pounds per mailing except for Direct Shipment option which requires a minimum of 750 pounds to a single country.
Residual mail may not exceed 10 percent, by weight, of the combined weight of mail prepared as a Country Sack or a Mixed Country Package Sack, and M-Bags.

Certification

The signature of a mailer or its agent certifies that 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. (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 mailer and both the 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 the material presented qualifies for the rates of postage claimed, and that the mailing does not contain any dangerous articles prohibited by postal regulations.

Signature of Permit Holder or Agent (Both principal and agent are liable for any postage deficiency incurred.) _____ Telephone Number _____

| | | | |
|--|---------------------------|--|--|
| USPS Use Only | Weight of a Single Piece | Are the figures at left adjusted from mailer's entries? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | | (If "Yes," give reason.) | |
| | Total Pieces | Total Weight | |
| | Total Postage | Date Mailer Notified | Contact |
| I CERTIFY that this mailing has been inspected concerning: (1) eligibility for the rate of postage claimed; (2) proper preparation (and presort where required); and (3) proper completion of the postage statement. | | | |
| Verifying Employee's Signature | Verifying Employee's Name | Time | <input type="checkbox"/> AM <input type="checkbox"/> PM |

Postage Computation

| Group | Category | No. of Sacks | Piece Rate & Minimum M-Bag Charge Postage Portion | | | | Per Pound or Fraction of a Pound Rate Portion <i>(Note: M-bag subject to pound rate for weight over 11 pounds per bag)</i> | | | | Total Pound Postage | | | |
|--------|----------|--------------|---|------------|---------------------------------------|--|---|-------------------------|----------------------|-----------------|---------------------|---------------------------------------|--|--|
| | | | No. of Pieces | Piece Rate | Full Service <input type="checkbox"/> | Drop Shipment <input type="checkbox"/> | Direct Shipment <input type="checkbox"/> | Total Piece/Bag Postage | Regular/M-Bag Pounds | Residual Pounds | | Full Service <input type="checkbox"/> | Drop Shipment <input type="checkbox"/> | Direct Shipment <input type="checkbox"/> |
| 1 | Regular | | | 0.25 | | | | | | | 3.15 | 2.15 | 2.56 | |
| | Residual | | | 0.25 | | | | | | | 3.15 | 2.15 | | |
| | M-Bag | | | | 16.50 | 15.40 | 16.50 | | | | 1.50 | 1.40 | 1.50 | |
| 2 | Regular | | | 0.12 | | | | | | | 4.20 | 3.20 | 3.70 | |
| | Residual | | | 0.12 | | | | | | | 4.20 | 3.20 | | |
| | M-Bag | | | | 17.60 | 16.50 | 17.60 | | | | 1.60 | 1.50 | 1.60 | |
| 3 | Regular | | | 0.20 | | | | | | | 3.50 | 2.50 | 3.00 | |
| | Residual | | | 0.20 | | | | | | | 3.50 | 2.50 | | |
| | M-Bag | | | | 19.25 | 16.50 | 19.25 | | | | 1.75 | 1.50 | 1.75 | |
| 4 | Regular | | | 0.20 | | | | | | | 3.75 | 2.75 | 3.25 | |
| | Residual | | | 0.20 | | | | | | | 3.75 | 2.75 | | |
| | M-Bag | | | | 27.50 | 27.50 | 27.50 | | | | 2.50 | 2.50 | 2.50 | |
| 5 | Regular | | | 0.12 | | | | | | | 4.45 | 3.45 | 3.95 | |
| | Residual | | | 0.12 | | | | | | | 4.45 | 3.45 | | |
| | M-Bag | | | | 24.75 | 22.00 | 24.75 | | | | 2.25 | 2.00 | 2.25 | |
| 6 | Regular | | | 0.12 | | | | | | | 4.40 | 3.40 | 3.90 | |
| | Residual | | | 0.12 | | | | | | | 4.40 | 3.40 | | |
| | M-Bag | | | | 24.75 | 22.00 | 24.75 | | | | 2.25 | 2.00 | 2.25 | |
| 7 | Regular | | | 0.12 | | | | | | | 4.50 | 3.50 | 4.00 | |
| | Residual | | | 0.12 | | | | | | | 4.50 | 3.50 | | |
| | M-Bag | | | | 27.50 | 24.75 | 27.50 | | | | 2.50 | 2.25 | 2.50 | |
| 8 | Regular | | | 0.12 | | | | | | | 6.50 | 5.50 | 6.50 | |
| | Residual | | | 0.12 | | | | | | | 6.50 | 5.50 | | |
| | M-Bag | | | | 35.75 | 33.00 | 35.75 | | | | 3.25 | 3.00 | 3.25 | |
| Totals | | a. | b. | | c. | | | d. | e. | f. | | | | |

g. TOTAL PIECE AND POUND POSTAGE (c + f)



| | | |
|--|---|-----|
| h. Discount Applies <input type="checkbox"/> No <input type="checkbox"/> Yes (Discount amount = _____ % x line g) | Less Discount Amount | () |
| i. Piece Rate Postage Affixed <input type="checkbox"/> No <input type="checkbox"/> Yes | Less Piece Postage Affixed | () |
| j. Piece Rate Postage Affixed to Statement? <input type="checkbox"/> No <input type="checkbox"/> Yes | Less Pound Postage Affixed | () |
| K. TOTAL PERMIT IMPRINT POSTAGE | NET POSTAGE DUE Report in AIC 234 | |

United States Postal Service
Postage Statement — International Letter-post —
Permit Imprint

Post Office Note Mail Arrival Time

| | | | | | | |
|----------------------------|--|-----------|---|--------------------------|--|-----------------------|
| Mailer Information | Permit Holder's Name and Address | Telephone | Name and Address of Mailing Agent (if other than permit holder) | Telephone | Name and Address of Individual or Organization for Which Mailing is Prepared (if other than permit holder) | |
| | CAPS Customer Reference ID | | Dun & Bradstreet No. | | Dun & Bradstreet No. | |
| Mailing Information | Post Office of Mailing | | Mailing Date | Federal Agency Cost Code | Statement Sequence No. | Receipt No. |
| | Permit Number | | Weight of a Single Piece | | Total Pieces | Total Weight (pounds) |
| | <input type="checkbox"/> Check here if mailing under an ICM Agreement. (IMM 297) | | No. Sacks | No. Trays | No. Pallets | No. Other |

| | | | |
|---------------------------------|---|------------------------------------|----|
| Postage Computation | For Post/postal cards | Total from Part A (Page 2) | \$ |
| | For Letter-post, Airmail | Total from Part B (Page 2) | |
| | For Letter-post, Economy | Total from Part C (Page 2) | |
| | For Books or Sheet Music – Economy (Bulk) | Total from Part D (Page 2) | |
| | For Other | Total from Part E (Page 2) | |
| | For Special Services and Other Fees | Total from attached PS Form 3540-S | |
| | Nonstandard Surcharge | No. pieces x Rate per piece | |
| Total Postage & Fees | | | \$ |
| Report in AIC 132 | | | |

Certification

The signature of a mailer or its agent certifies that 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. (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 mailer and both the 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 the material presented qualifies for the rates of postage claimed, and that the mailing does not contain any dangerous articles prohibited by postal regulations.

Signature of Permit Holder or Agent (Both principal and agent are liable for any postage deficiency incurred.) _____ Telephone _____

| | | | |
|----------------------|--|--|---------------|
| USPS Use Only | Weight of a Single Piece | Are the figures at left adjusted from mailer's entries? <input type="checkbox"/> Yes <input type="checkbox"/> No (If "Yes," give reason.) | |
| | Total Pieces | Total Weight | |
| | Total Postage | Date Mailer Notified | Contact |
| | I CERTIFY that this mailing has been inspected concerning: (1) eligibility for the rate of postage claimed; (2) proper preparation (and presort where required); and (3) proper completion of the postage statement. | | By (Initials) |
| | Verifying Employee's Signature | Verifying Employee's Name | Time AM PM |

Part A: Post/Postal Cards

| Destination | Pieces | Per Piece Charge | Total Postage Part A |
|-----------------------------------|---|------------------|----------------------|
| Canada | | \$ 0.50 | |
| Mexico | | 0.50 | |
| All Other Countries | | 0.70 | |
| Total Postage | | | |
| Less ICM Discount (If applicable) | Discount Amount = _____ % x Total Postage | | |
| Total Part A Postage Due | | | |

Part B: Letter-Post-Airmail

| Destination | Pieces | Per Piece Charge | Total Postage Part B |
|-----------------------------------|---|------------------|----------------------|
| 1 (Canada) | | | |
| 2 (Mexico) | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| Total Postage | | | |
| Less ICM Discount (If applicable) | Discount Amount = _____ % x Total Postage | | |
| Total Part B Postage Due | | | |

Part C: Letter-post—Economy (Formerly Surface Mail)

| Destination | Pieces | Per Piece Charge | Total Postage Part C |
|-----------------------------------|---|------------------|----------------------|
| 1 (Canada) | | | |
| 2 (Mexico) | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| Totals | | | |
| Less ICM Discount (If applicable) | Discount Amount = _____ % x Total Postage | | |
| Total Part C Postage Due | | | |

Part D: Books and Music—Economy (Bulk)

| Destination | Pieces | Per Piece Charge | Total Postage Part D |
|-----------------------------------|---|------------------|----------------------|
| 1 (Canada) | | | |
| 2 (Mexico) | | | |
| 3 | | | |
| 4 | | | |
| 5 | | | |
| Total Postage | | | |
| Less ICM Discount (If applicable) | Discount Amount = _____ % x Total Postage | | |
| Total Part D Postage Due | | | |

Part E: Other

| Class (Specify) | Total Pieces | Piece Rate | Total Pounds | Per Pound Rate | Total Postage Part E |
|-----------------|--------------|------------|--------------|----------------|----------------------|
| | | | | | |

United States Postal Service
**Postage Statement — International M-Bag —
 Permit Imprint**

Post Office Note Mail Arrival Time

| | | | | | | |
|----------------------------|--|-----------|---|--------------------------|--|-----------------------|
| Mailer Information | Permit Holder's Name and Address | Telephone | Name and Address of Mailing Agent (if other than permit holder) | Telephone | Name and Address of Individual or Organization for Which Mailing is Prepared (if other than permit holder) | |
| | CAPS Customer Reference ID | | | | | |
| Mailing Information | Dun & Bradstreet No. | | Dun & Bradstreet No. | | Dun & Bradstreet No. | |
| | Post Office of Mailing | | Mailing Date | Federal Agency Cost Code | Statement Sequence No. | Receipt No. |
| | Permit Number | | Weight of a Single Piece | | Total Pieces | Total Weight (pounds) |
| | <input type="checkbox"/> Check here if mailing under an ICM Agreement. (IMM 297) | | No. Sacks | No. Trays | No. Pallets | No. Other |

| | | | |
|----------------------------|---|------------------------------------|--|
| Postage Computation | For M-Bag Airmail | Total from Part A (Page 2) | |
| | For M-Bag — Regular-Economy (Formerly surface mail) | Total from Part B (Page 2) | |
| | For M-Bag — Books, Sheet Music and Publishers Periodicals - Economy (Formerly surface mail) | Total from Part C (Page 2) | |
| | For Special Services and Other Fees | Total from attached PS Form 3540-S | |
| | Total Postage & Fees Report in AIC 132 | | |

Certification

The signature of a mailer or its agent certifies that 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. (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 mailer and both the 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 the material presented qualifies for the rates of postage claimed, and that the mailing does not contain any dangerous articles prohibited by postal regulations.

| | |
|--|-----------|
| Signature of Permit Holder or Agent (Both principal and agent are liable for any postage deficiency incurred.) | Telephone |
|--|-----------|

| | | | | |
|----------------------|--|--|---------|---|
| USPS Use Only | Weight of a Single Piece | Are the figures at left adjusted from mailer's entries? <input type="checkbox"/> Yes <input type="checkbox"/> No (If "Yes," give reason.) | | |
| | Total Pieces | Total Weight | pounds | |
| | Total Postage | Date Mailer Notified | Contact | By (Initials) Round Stamp (Required) |
| | I CERTIFY that this mailing has been inspected concerning: (1) eligibility for the rate of postage claimed; (2) proper preparation (and presort where required); and (3) proper completion of the postage statement. | | | |
| | Verifying Employee's Signature | Verifying Employee's Name | | AM PM |

Part A: M-Bag — Airmail

| Minimum Charge for M-Bag | | | | Excess Weight Charge | | | Total M-Bag Postage |
|---|-------------|-----------------|-------------------------|---|-------------------------------------|-----------------------|--|
| | | | | Per pound or fraction of a pound rate portion. Note: M-bag subject to pound rate for weight over 11 pounds per bag. | | | |
| Rate Group | Total Sacks | Charge per Sack | Total Minimum Postage A | Total Pounds Over Minimum 11-Pound Weight: (<i>Whole pounds</i>) | Rate per Pound or Fraction of Pound | Total Pound Postage B | Total Minimum Postage A and Excess Weight Postage B. |
| 1 | | 16.50 | | | 1.50 | | |
| 2 | | 17.60 | | | 1.60 | | |
| 3 | | 27.50 | | | 2.50 | | |
| 4 | | 38.50 | | | 3.50 | | |
| 5 | | 38.50 | | | 3.50 | | |
| Total Postage (<i>a + b</i>) | | | | | | | |
| Less ICM Discount, if Applicable (Discount off Postage) | | | | | | | |
| For Special Services and Other Fees | | | | | | | Enter Total Fees From Attached Form 3540-S |
| Total Part A: Postage & Fees | | | | | | | |
| Report in AIC 132 | | | | | | | |

Part B: M-Bag — Regular Economy (Formerly surface mail)

| Minimum Charge for M-Bag | | | | Excess Weight Charge | | | Total M-Bag Postage |
|---|-------------|-----------------|-------------------------|---|-------------------------------------|-----------------------|--|
| | | | | Per pound or fraction of a pound rate portion. Note: M-bag subject to pound rate for weight over 11 pounds per bag. | | | |
| Rate Group | Total Sacks | Charge per Sack | Total Minimum Postage A | Total Pounds Over Minimum 11-Pound Weight: (<i>Whole pounds</i>) | Rate per Pound or Fraction of Pound | Total Pound Postage B | Total Minimum Postage A and Excess Weight Postage B. |
| 1 | | 11.55 | | | 1.05 | | |
| 2 | | 14.30 | | | 1.30 | | |
| 3 | | 15.95 | | | 1.45 | | |
| 4 | | 16.50 | | | 1.50 | | |
| 5 | | 16.50 | | | 1.50 | | |
| Total Postage (<i>a + b</i>) | | | | | | | |
| Less ICM Discount, if Applicable (Discount off Postage) | | | | | | | |
| For Special Services and Other Fees | | | | | | | Enter Total Fees From Attached Form 3540-S |
| Total Part B: Postage & Fees | | | | | | | |
| Report in AIC 132 | | | | | | | |

Part C: M-Bag — Book, Sheet Music, and Publisher's Periodicals - Economy (Formerly surface mail)

| Minimum Charge for M-Bag | | | | Excess Weight Charge | | | Total M-Bag Postage |
|---|-------------|-----------------|-------------------------|---|-------------------------------------|-----------------------|--|
| | | | | Per pound or fraction of a pound rate portion. Note: M-bag subject to pound rate for weight over 11 pounds per bag. | | | |
| Rate Group | Total Sacks | Charge per Sack | Total Minimum Postage A | Total Pounds Over Minimum 11-Pound Weight: (<i>Whole pounds</i>) | Rate per Pound or Fraction of Pound | Total Pound Postage B | Total Minimum Postage A and Excess Weight Postage B. |
| 1 | | 8.80 | | | .80 | | |
| 2 | | 8.80 | | | .80 | | |
| 3 | | 9.90 | | | .90 | | |
| 4 | | 11.00 | | | 1.00 | | |
| 5 | | 11.00 | | | 1.00 | | |
| Total Postage (<i>a + b</i>) | | | | | | | |
| Less ICM Discount, if Applicable (Discount off Postage) | | | | | | | |
| For Special Services and Other Fees | | | | | | | Enter Total Fees From Attached Form 3540-S |
| Total Part B: Postage & Fees | | | | | | | |
| Report in AIC 132 | | | | | | | |

United States Postal Service
**Postage Statement — International Parcel Post —
 Permit Imprint**

Post Office Note Mail Arrival Time

| | | | | | | |
|----------------------------|--|-----------|---|--------------------------|--|-----------------------|
| Mailer Information | Permit Holder's Name and Address | Telephone | Name and Address of Mailing Agent (if other than permit holder) | Telephone | Name and Address of Individual or Organization for Which Mailing is Prepared (if other than permit holder) | |
| | CAPS Customer Reference ID | | Dun & Bradstreet No. | | Dun & Bradstreet No. | |
| Mailing Information | Post Office of Mailing | | Mailing Date | Federal Agency Cost Code | Statement Sequence No. | Receipt No. |
| | Permit Number | | Weight of a Single Piece | | Total Pieces | Total Weight (Pounds) |
| | <input type="checkbox"/> Check here if mailing under an ICM Agreement. (IMM 297) | | No. Sacks | No. Trays | No. Pallets | No. Other |

| A. — Airmail | | | | B. — Economy | | | |
|--|---------------|------------------|---------------|--|---------------|------------------|---------------|
| Rate Group | No. of Pieces | Per Piece Charge | Total Postage | Rate Group | No. of Pieces | Per Piece Charge | Total Postage |
| A1 | 1 | | | B1 | 1 | | |
| A2 | 2 | | | B2 | 2 | | |
| A3 | 3 | | | B3 | 3 | | |
| A4 | 4 | | | B4 | 4 | | |
| A5 | 5 | | | B5 | 5 | | |
| A6 | 6 | | | B6 | 6 | | |
| A7 | 7 | | | B7 | 7 | | |
| A8 | 8 | | | B8 | 8 | | |
| A9 | 9 | | | B9 | 9 | | |
| A10 | 10 | | | B10 | 10 | | |
| A11 | 11 | | | B11 | 11 | | |
| A12 | 12 | | | B12 | 12 | | |
| A13 | 13 | | | | | | |
| Subtotals | | | | Subtotals | | | |
| Less ICM Discount, if Applicable | | | — | Less ICM Discount, if Applicable | | | — |
| Subtotal Postage | | | | Subtotal Postage | | | |
| Special Services and Other Fees. (Total fees from attached Form 3540-S) | | | | Special Services and Other Fees. (Total fees from attached Form 3540-S) | | | |
| Total A - Airmail Postage & Fees | | | | Total B - Economy Postage & Fees | | | |
| Total Postage A + B (AIC 132) | | | | | | | |

Certification
 The signature of a mailer or its agent certifies that 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. (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 mailer and both the 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 the material presented qualifies for the rates of postage claimed, and that the mailing does not contain any dangerous articles prohibited by postal regulations.

Signature of Permit Holder or Agent (Both principal and agent are liable for any postage deficiency incurred.) _____ Telephone _____

| | | | |
|--|---------------------------|--|--------------------------------------|
| USPS Use Only | Weight of a Single Piece | Are the figures at left adjusted from mailer's entries? <input type="checkbox"/> Yes <input type="checkbox"/> No | |
| | | (If "Yes," give reason.) | |
| | Total Pieces | Total Weight | |
| | | pounds | |
| Total Postage | Date Mailer Notified | Contact | By (Initials) Round Stamp (Required) |
| I CERTIFY that this mailing has been inspected concerning: (1) eligibility for the rate of postage claimed; (2) proper preparation (and presort where required); and (3) proper completion of the postage statement. | | | |
| Verifying Employee's Signature | Verifying Employee's Name | Time | AM PM |

United States Postal Service

Postage Statement — International Priority Airmail

Post Office Note Mail Arrival Time

| | | | | | |
|---------------------------|----------------------------------|----------------------|---|----------------------|--|
| Mailer Information | Permit Holder's Name and Address | Telephone | Name and Address of Mailing Agent (if other than permit holder) | Telephone | Name and Address of Individual or Organization for Which Mailing is Prepared (if other than permit holder) |
| | CAPS Customer Reference ID _____ | | | | |
| | Dun & Bradstreet No. | Dun & Bradstreet No. | | Dun & Bradstreet No. | |

| | | | | | | |
|----------------------------|--|---------------------------------------|--------------------------|------------------------|-----------------------|--|
| Mailing Information | Post Office of Mailing | Mailing Date | Federal Agency Cost Code | Statement Sequence No. | Receipt No. | |
| | Permit Number | Weight of a Single Piece _____ pounds | | Total Pieces | Total Weight (pounds) | |
| | <input type="checkbox"/> Meter <input type="checkbox"/> Mailer Precanceled Stamps <input type="checkbox"/> Permit Imprint <input type="checkbox"/> Partial Permit Imprint | No. Sacks | No. Trays | No. Pallets | No. Other | |
| | <input type="checkbox"/> Check here if mailing under an ICM Agreement. (IMM 297) | | | | | |

| Rate Group | No. Sacks | No. Pieces | Piece Rate Portion | | | Pound Rate Portion (Round to Whole Pounds-Rate per lb.) | | Pound Postage |
|---|-----------|------------|--------------------|---------------|--------------|---|--|---------------|
| | | | Piece Rate | Piece Postage | Total Pounds | <input type="checkbox"/> Full Service | <input type="checkbox"/> Drop Shipment | |
| Worldwide Nonpresort | | | \$.20 | | | \$ 8.00 | \$ 7.00 | |
| Group 1 (Canada) | | | .25 | | | 3.60 | 2.60 | |
| Group 2 (Mexico) | | | .12 | | | 5.60 | 4.60 | |
| Group 3 | | | .20 | | | 5.25 | 4.25 | |
| Group 4 | | | .20 | | | 6.50 | 5.50 | |
| Group 5 | | | .12 | | | 5.60 | 4.60 | |
| Group 6 | | | .12 | | | 5.75 | 4.75 | |
| Group 7 | | | .12 | | | 7.25 | 6.25 | |
| Group 8 | | | .12 | | | 8.25 | 7.25 | |
| TOTALS | a. | b. | c. | d. | | | e. | |
| f. TOTAL PIECE AND POUND POSTAGE (c + e) | | | | | | | | |
| g. Discount Applies <input type="checkbox"/> No <input type="checkbox"/> Yes (Discount Amount = % x Line f) | | | | | | Less Discount Amount | | () |
| h. Piece Postage Affixed <input type="checkbox"/> No <input type="checkbox"/> Yes | | | | | | Less Piece Postage Affixed | | () |
| i. Pound Rate Postage Affixed to Statement <input type="checkbox"/> No <input type="checkbox"/> Yes | | | | | | Less Pound Postage Affixed to Statement | | () |
| j. TOTAL PERMIT IMPRINT POSTAGE Report total postage in AIC 235. | | | | | | NET POSTAGE DUE | | |

Certification

The signature of a mailer or its agent certifies that 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. (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 mailer and both the 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 the material presented qualifies for the rates of postage claimed, and that the mailing does not contain any dangerous articles prohibited by postal regulations.

Signature of Permit Holder or Agent (Both principal and agent are liable for any postage deficiency incurred.) _____ Telephone _____

| | | | | | |
|--------------------------------------|--|---|---------------|--|------------------------|
| USPS Use Only | Weight of a Single Piece _____ pounds | Are the figures at left adjusted from mailer's entries? (If "Yes," give reason.) <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| | Total Pieces _____ | Total Weight _____ pounds | | | |
| | Total Postage _____ | Date Mailer Notified _____ | Contact _____ | By (Initials) _____ | Round Stamp (Required) |
| | I CERTIFY that this mailing has been inspected concerning: (1) eligibility for the rate of postage claimed; (2) proper preparation (and presort where required); and (3) proper completion of the postage statement. | | | | |
| Verifying Employee's Signature _____ | | Verifying Employee's Name _____ | | Time <input type="checkbox"/> AM <input type="checkbox"/> PM | |

The signature of a mailer or its agent certifies that 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. (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 mailer and both the 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 the material presented qualifies for the rates of postage claimed, and that the mailing does not contain any dangerous articles prohibited by postal regulations.

United States Postal Service
Postage Statement — Global Priority Mail — Permit Imprint

Post Office Note Mail Arrival Time

| | | | | | | |
|--------------------|--|-----------|---|--------------------------|--|-----------------------|
| Mailer Information | Permit Holder's Name and Address | Telephone | Name and Address of Mailing Agent (if other than permit holder) | Telephone | Name and Address of Individual or Organization for Which Mailing is Prepared (if other than permit holder) | |
| | CAPS Customer Reference ID | | Dun & Bradstreet No. | Dun & Bradstreet No. | Dun & Bradstreet No. | |
| Mailing Info. | Post Office of Mailing | | Mailing Date | Federal Agency Cost Code | Statement Sequence No. | Receipt No. |
| | Permit Number | | Weight of a Single Piece | | Total Pieces | Total Weight (pounds) |
| | <input type="checkbox"/> Check here if mailing under an ICM Agreement. (IMM 297) | | No. Sacks | No. Trays | No. Pallets | No. Other |

A. Small Flat-Rate Envelopes

| Destination | Pieces | Rate | Postage |
|---|--------|--------|---------|
| Group 1 (Canada) | | \$4.00 | |
| Group 2 (Mexico) | | 4.00 | |
| Group 3 | | 5.00 | |
| Group 4 (Australia, Japan, New Zealand) | | 5.00 | |
| Group 5 | | 5.00 | |
| | | | TOTAL A |

B. Large Flat-Rate Envelopes

| Destination | Pieces | Rate | Postage |
|---|--------|--------|---------|
| Group 1 (Canada) | | \$7.00 | |
| Group 2 (Mexico) | | 7.00 | |
| Group 3 | | 9.00 | |
| Group 4 (Australia, Japan, New Zealand) | | 9.00 | |
| Group 5 | | 9.00 | |
| | | | TOTAL B |

C. Variable Weight

| Destination | Pieces | Rate | Postage |
|---|--------|------|---------|
| Group 1 (Canada) | | | |
| Group 2 (Mexico) | | | |
| Group 3 | | | |
| Group 4 (Australia, Japan, New Zealand) | | | |
| Group 5 | | | |
| | | | TOTAL C |

TOTAL POSTAGE DUE (Part A + Part B + Part C) — Report in AIC 132

Certification
 The signature of a mailer or its agent certifies that 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. (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 mailer and both the 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 the material presented qualifies for the rates of postage claimed, and that the mailing does not contain any dangerous articles prohibited by postal regulations.

Signature of Permit Holder or Agent (Both principal and agent are liable for any postage deficiency incurred.) _____ Telephone _____

| | | | | | |
|--------------------------------|--|---|--------------|---------------|------------------------|
| USPS Use Only | Weight of a Single Piece | Are the figures at left adjusted from mailer's entries? (If "Yes," give reason.) <input type="checkbox"/> Yes <input type="checkbox"/> No | | | |
| | Total Pieces | | Total Weight | | |
| | Total Postage | Date Mailed Notified | Contact | By (Initials) | Round Stamp (Required) |
| | I CERTIFY that this mailing has been inspected concerning: (1) eligibility for the rate of postage claimed; (2) proper preparation (and presort where required); and (3) proper completion of the postage statement. | | | | |
| Verifying Employee's Signature | | Verifying Employee's Name | | Time AM PM | |

*SERVICE TALKS***International Rate Restructuring**

The following items — Clerk Reference Card, Retail Talks, Frequently Asked Questions — are provided as a reference to help understand the structural changes in international mail. The Clerk Reference Card that highlights the major changes in international mail can be used by Window Clerks as a quick reference (see the Clerk Reference Card on page 125). The Retail Talks can be used by supervisors to explain in-depth the changes in international mail. Finally, the Frequently Asked Questions will help to answer customer questions about the changes. The international mail restructuring will be implemented at the same time as the domestic rate change.

In order to make International Mail Service similar to Domestic Mail Service and to keep rates and regulations simple, International Mail is being restructured. International mail rules and regulations have been difficult for retail clerks as well as customers to understand. Soon the service you get will only depend on the speed your customers want their items to be delivered. Customers will now have simple choices to mail internationally.

THE CATEGORIES AND THE NAMES WILL CHANGE

- Priority Mail Global Guaranteed is now called Global Express Guaranteed (GXG)
- Express Mail International will now be called Global Express Mail (EMS)
- Global Priority Mail (GPM) will remain the same
- Air, LC, and AO Airmail will now be called Global Airmail with two sub-categories:
 - Letter-post
 - Parcel Post
- Surface Categories will now be called Global Economy with two sub-categories:
 - Letter-post
 - Parcel Post

HOW DOES IT WORK?

For Global Airmail, content distinctions were eliminated by merging Air Letter Class (LC) and Other Articles (AO) into one group called Letter-post. Now for Airmail there will only be two sub-categories, Letter-post and Parcel Post. The one-half ounce rate is eliminated for Letter-post making the starting weight just like domestic. The Economy rate will begin at one pound for Letter-post and five pounds for Parcel Post. For single piece sales there will no longer be a category of service for small packets, printed matter, sheet music and books.

CUSTOMER SATISFACTION

Now prices for services will conform to the speed of the service. The fastest service is most expensive, while the slowest is cheapest.

QUESTION: What is the fastest most reliable service that we can offer our customers?

ANSWER: Global Express Guaranteed is not only the fastest, but it is tracked, insured, and guaranteed. With an alliance with DHL, delivery is guaranteed.

Look for additional information in upcoming issues of the *Postal Bulletin*, retail coach website, supervisor Straight Talk, and PSTN broadcast.

NEW RATES AND SERVICES WILL GO INTO EFFECT THE SAME TIME DOMESTIC RATES CHANGE.

CLERK REFERENCE CARD FOR GLOBAL DELIVERY SERVICES

| SERVICE | Global Express Guaranteed(TM) (GXG) | Express Mail International Service (TM) (EMS) | Global Priority Mail (TM) (GPM) | Global Airmail | | Global Economy | |
|-------------------------|---|--|--|---|--|--|--|
| | | | | Letter-post | Parcel post | Letter-post | Parcel post |
| CATEGORY/ TIMING | DATE-CERTAIN | EXPRESS | PRIORITY | AIR | | SURFACE | |
| | Guaranteed day-certain delivery to over 200 countries. | Expedited service, delivery times may vary. | Priority handling in destination countries. | Quick delivery but timing international depends on conditions. | | When time is not a major concern. | |
| AVERAGE DELIVERY DAYS | 2-3 business days | 3-5 business days | 4-6 business days | 4-7 business days | | 3-8 weeks | |
| WHAT'S CHANGED | Available for both documents and non-documents. | 12 rate groups. | 5 rate groups. | Rates start at one ounce, 5 rate groups. | Rates start at one pound, 15 rate groups. | Rates start at one pound, 5 rate groups. | Rates start at five pounds, 12 rate groups. |
| SERVICE IS AVAILABLE TO | Over 200 countries. | Over 180 countries. | Over 40 countries. | Virtually every country in the world. | Virtually every country in the world. | Virtually every country in the world. | Virtually every country in the world. |
| MAXIMUM WEIGHT LIMITS | 70 pounds. | 22-70 pounds. | 4 pounds. | 4 pounds. | 22-70 pounds. | 4 pounds. | 22-70 pounds. |
| INITIAL PRICING POINTS | \$24 to \$65 for documents, \$36 to \$82 for non-documents, depending on rate group. | \$15.50 to \$28.50, depending on rate group. | Small Flat Rate Envelope \$4.00 to Canada/ Mexico, \$5.00 to all other countries. Large Flat Envelope \$7.00 to Canada/ Mexico, \$9.00 to all other countries. Variable Weight \$6.00 for 1/2 lb. to Canada. | .60 cents to Canada/ Mexico, .80 cents to all other countries for the first ounce. After one ounce 5 rate groups: Canada, Mexico, Western Europe, Far East, & all other countries. | One pound \$13 to \$18, depending on rate group. | One pound \$2.70 to \$4.95, depending on rate group. | Five pounds \$15.25 to \$28.75, depending on rate group. |
| EXTRA VALUE | Packages can be tracked and traced by logging onto www.USPS.com/gxg or by calling 1-800-222-1811. | Track and trace to over 60 countries; Call 1-800-222-1811. Insured up to \$500 at no extra cost. | Can send via Tyvek(R) envelope, box, two sizes of flat rate envelopes or affix a sticker to individual Packaging. | M-Bag option available for printed matter, books and sheet music. No minimum weight restrictions. Maximum weight 66 pounds per bag. | Offers optional insurance to most countries. | M-Bag option available printed matter, books, and sheet music. No minimum weight restrictions. Maximum weight 66 pounds per bag. | Offers optional insurance to most countries |

SERVICE TALK — LET'S TALK RETAIL

INTERNATIONAL MAIL RESTRUCTURING

FIRST IN A SERIES OF THREE SERVICE TALKS

In order to make International Mail Service similar to Domestic Mail Service and to keep rates and regulations simple, International Mail is being restructured. International mail rules and regulations have been difficult for retail clerks as well as customers to understand. Now the service you get will only depend on the speed your customers want their items to be delivered. Customers will now have simple choices to mail internationally.

THE CATEGORIES AND THE NAMES WILL CHANGE

- Priority Mail Global Guaranteed is now called Global Express Guaranteed (GXG)
- Express Mail International will now be called Global Express Mail (EMS)
- Global Priority Mail (GPM) will remain the same
- Air, LC, and AO Airmail will now be called Global Airmail with two sub-categories:
 - Letter-post
 - Parcel Post
- Surface will now be called Global Economy with two sub-categories:
 - Letter-post
 - Parcel Post

HOW DOES IT WORK?

For Global Airmail, content distinctions were eliminated by merging Air Letter Class (LC) and Other Articles (AO) into one group called Letter-post. Now for Airmail there will only be two sub-categories, Letter-post and Parcel Post. The one-half ounce rate is eliminated for Letter-post making the starting weight just like domestic. The Economy rate will begin at one pound for Letter-post and five pounds for Parcel Post. For single piece sales there will no longer be a category of service for small packets, printed matter, sheet music and books.

For customers who used our printed matter rates, for books, sheet music, and related merchandise samples **the M-Bag option will be offered** with no minimum weight restrictions. Maximum weight is still 66 pounds per bag.

GXG – now accepts both documents and non-documents (merchandise).

Special services that were eliminated are — Special Delivery and Special Handling.

LET'S TALK RETAIL

INTERNATIONAL MAIL RESTRUCTURING

SECOND IN A SERIES OF THREE SERVICE TALKS

The current content-based structure of international mail service is confusing to both customers and postal employees. A customer could send a four-pound package under the current system by 12 different services. By simplifying the services offered, customers will have a better understanding of what service they will receive. So, the content-based system is being replaced with a speed-based system of mailing.

GLOBAL AIRMAIL

The most significant change is for letters and printed matter which will now be called Global Airmail. For letters one major change is in the weight category. The 1/2 ounce rate is eliminated. Now all international letter mail will be based on a one-ounce rate. The other major change is the addition of two more rate groups for international mail for items weighing over one ounce. There is a rate for Canada and Mexico, Japan, Australia/New Zealand, Europe, and the rest of the world, a total of five rate groups.

TWO CATEGORIES

There are only two sub-categories of Global Airmail: **Letter-post** and **Parcel Post**.

Letter-post can contain letters as well as merchandise and letters. Be sure to check the International Country Listings (ICLs) in the *International Mail Manual* to be certain that letters and merchandise can be mixed to a particular country. Custom forms will not change. You will still use the PS Form 2976 (green) for Letter-post mail, as required for customs and Aviation Security. As previously mentioned there will no longer be a content specific rate. Small packet, printed matter, publisher's periodicals, books, and sheet music have been eliminated. Those specific items can use Letter-post or Parcel Post to mail. In addition to that, customers who mail publisher's periodicals, sheet music or books can still use the M-Bag if they wish. The minimum weight for the M-Bag has been eliminated.

Parcel post is primarily designed to accommodate larger shipments that exceed Letter-post size and weight limits. It also allows the sender to obtain optional services such as insurance coverage and return receipt, which are otherwise not available. The conditions for parcel post are unchanged.

SPECIAL SERVICES

The regulations and requirements for some special services will not change. Registered mail, Recorded Delivery, etc. will still be available for Letter-post. Insurance will be available for Parcel Post. Restrictions apply. Please consult the IMM.

Special Delivery and Special Handling for International mail have been eliminated.

CUSTOMER SATISFACTION

With the restructuring of international services the price of the service will be in line with the actual cost of the service. For our customers this means that the speed that they want the article to arrive will depend on the actual cost of providing the service. For the retail employee the changes will eliminate different sub-categories of mail that took time to explain and understand. No longer will we need to use endorsements for "small packets" or "printed matter" to identify the contents of the package.

QUESTION: What is the main difference in service that restructuring has allowed us to provide our customers?

ANSWER: Restructuring of international mail now allows us to charge for the speed of service instead of the contents of the article mailed. This provides our customers an easier to understand explanation of the service options available to them, and allows them to choose the most convenient and economical service to meet their mailing needs. They can now choose what they need by speed and price, getting the best value for their mailing needs.

NEW RATES AND SERVICES WILL GO INTO EFFECT THE SAME TIME DOMESTIC RATES CHANGE.

LET'S TALK RETAIL**INTERNATIONAL MAIL RESTRUCTURING****THIRD OF THREE SERVICE TALKS****WHY THE CHANGE?**

The structure of international mail has changed to provide our customers with simple choices to mail their international letters and packages. Instead of a content-based mailing system, which charged the customer by the contents of the mail piece, the system was changed to reflect speed-based pricing. The new restructuring also recognizes the costs of mailing to different destinations so additional rate groups were added.

For expedited services, Global Express Mail (EMS) offers great value – combining tracking, insurance and expedited handling for a reasonable price. Customers needing a guaranteed service should use Global Express Guaranteed (GXG). For impactful economical delivery, customers should use Global Priority Mail (GPM).

GLOBAL ECONOMY (SURFACE)

Global Economy mail is sent by surface transportation (i.e., boat). Global Economy includes Letter-post and Parcel Post and are subject to the same requirements and conditions of mailing as Global Airmail Letter-Post and Parcel Post items. Economy is a service to recommend when delivery time is not a factor in the shipping decision.

The major change for Global Economy mail is that single piece Parcel Post rates begin at five pounds. Customers can send any weight item they want, but the Parcel Post rate begins at five pounds. The reason why we have done this is because the cost for lower weight items would price surface parcel service above the faster air service. We encourage you to recommend to customers who wish to send items – weighing five pounds or less — via Economy Parcel Post to use Global Airmail. They will get better service at a better price. The single piece rates for Economy Letter-post service begins at one pound for the same reason.

CUSTOMER SATISFACTION

Our customers now have simpler and easier choices to make when they mail their letters and packages to foreign destinations.

EMPLOYEE SATISFACTION

Now a customer can present an article to mail to a foreign country and you won't have to ask numerous questions to find out what's inside their piece or to find them the best rate. With just a very few inquiry questions, you will be able to explain to the customer their options of mailing and special services. Then the customer can decide in a very short time the service(s) they want and how fast they want the article to arrive. It will take less time to complete an international transaction because the customer has fewer and clearer choices to make. By keeping the service simple we will improve customer satisfaction, and promote return business.

QUESTION: A customer presents a parcel for mailing to an international destination. What service would you offer?

ANSWER: By using G.I.S.T. you will be able to determine the needs of the customer. Since our services are based on speed instead of content, you will be able to determine the best service to meet your customers' needs. Use your knowledge of the services to suggest how they could send their article, and then let them decide on the speed that they would like their article delivered.

REMINDER: INTERNATIONAL RATES AND RESTRUCTURE WILL BE IMPLEMENTED AT THE SAME TIME DOMESTIC RATES CHANGE.

FREQUENTLY ASKED QUESTIONS

INTERNATIONAL RESTRUCTURING

QUESTION: Why has the Postal Service changed the classification for international mail?

ANSWER: The current content-based structure of international mail service is confusing to both customers and postal employees. A customer could send a four-pound package under the current system by 12 different services. The content-based system is being replaced with a speed-based system of mailing. Customers will now have simple choices to mail internationally based on price and speed, not content.

QUESTION: How many classes of service are there?

ANSWER: There are now five categories of service:

1. Global Express Guaranteed (GXG)
2. Global Express Mail (EMS) – formerly Express Mail International Service
3. Global Priority Mail (GPM)
4. Global Airmail – both letters and parcels (Letter-post and Parcel Post)
5. Global Economy (formerly surface mail) – both letters and parcels (Letter-post and Parcel Post)

QUESTION: When I mail an Airmail letter, how will it differ from the way I sent it before?

ANSWER: Letters can be sent Letter-post by Global Airmail. One major change is the one-half ounce weight rate is eliminated. The other major change is the addition of two more rate groups for items weighing over one ounce.

QUESTION: How will the new one-ounce rate compare with the old one-ounce rate?

ANSWER: The new one-ounce rate of 80 cents is actually cheaper than the old one-ounce rate of \$1.00. However, the new one-ounce rate of 80 cents is more than the old half-ounce rate of 60 cents.

QUESTION: What about content-based services I use now. What will change?

ANSWER: Small packet, printed matter, publisher's periodicals, books, and sheet music have been eliminated. These specific items can be mailed via Letter-post or Parcel Post. Customers who mail publisher's periodicals, sheet music, or books can still use M-Bag service if they wish. The minimum weight for M-Bag service has been eliminated.

QUESTION: What will change when I send a parcel?

ANSWER: The major change in Parcel Post rates is for Global Economy (surface) service. Parcel Post Global Economy rates begin at five pounds. Customers can send any weight item they want, but the Parcel Post rate begins at five pounds. The reason why we have done this is because the cost for lower weight items would price surface parcel service above the faster air service. The single piece rates for Economy Letter-post service begins at one pound for the same reason.

QUESTION: Have any Special Services been changed?

ANSWER: The regulations and requirements for some special services will not change. Registered Mail, Recorded Delivery, etc. will still be available for Letter-post. Insurance will be available for Parcel Post. However, Special Delivery and Special Handing for international mail have been eliminated.

Philately

STAMP ANNOUNCEMENT 00-40

Statue of Liberty Nondenominated Definitive Stamp



Copyright USPS 2000

The Postal Service will issue a *Statue of Liberty* nondenominated definitive stamp in Washington, DC, on December 15, 2000.

The stamp will be issued in a self-adhesive booklet of 20 (Item Number 667700), a self-adhesive vending book of 20 (Item Number 669900), a gummed coil of 3000 (Item Number 770800), and a pressure sensitive adhesive (PSA) coil of 100 (Item Number 770700). The stamp, designed by Derry Noyes of Washington, DC, based on a photograph by Paul Hardy of New York, NY, goes on sale nationwide December 15, 2000. (No ceremony will be conducted.)

The Statue of Liberty, a gift of friendship from the people of France to the people of the United States, has become a symbol of freedom and democracy. Located in New York Harbor, the statue was dedicated on October 28, 1886, and designated a National Monument on October 15, 1924. This stamp is a new addition to the many images of the Statue of Liberty on U.S. postage stamps.

Technical Details for Self-Adhesive Booklet of 20.

| | |
|--|---|
| Issue: | <i>Statue of Liberty</i> |
| Item Number: | 667700 |
| Denomination & Type of Issue: | Nondenominated |
| Format: | Convertible booklet of 20 (one design) |
| Series: | N/A |
| Issue Date & City: | December 15, 2000, Washington, DC 20066 |
| Photographer: | Paul Hardy, New York, NY |
| Designer: | Derry Noyes, Washington, DC |
| Engraver: | Southern Graphics Systems |
| Art Director: | Derry Noyes, Washington, DC |
| Typographer: | Derry Noyes, Washington, DC |
| Modeler: | Avery Dennison, SPD |
| Manufacturing Process: | Gravure |
| Printer: | Avery Dennison (AVR) |
| Printed at: | AVR, Clinton, SC |
| Press Type: | Dia Nippon Kiko |
| Stamps per booklet: | 20 |
| Print Quantity: | 1.5 billion stamps |
| Paper Type: | Pre-phosphored Type II |
| Gum Type: | Self-adhesive |
| Processed at: | AVR, Clinton, SC |
| Colors: | Magenta, Cyan, Yellow, Black |
| Stamp Orientation: | Horizontal |
| Image Area (w x h): | 0.832 x 0.720 in./21.133 x 18.288 mm |
| Overall Size (w x h): | 0.982 x 0.870 in./24.948 x 22.098 mm |
| Full Booklet Size (w x h): | 4.125 x 4.35 in./104.78 x 110.49 mm |
| Plate Size: | 480 stamps per revolution |
| Plate Numbers: | "V" followed by four (4) single digits |
| Marginal Markings: | "© 2000 USPS" • Plate Numbers • Peel here to fold • Self-adhesive stamps • DO NOT WET |
| Catalog Item Number(s): | 667740 Book of 20 — \$6.80* 667761 First Day Cancellation — \$0.55* |
| Sale Date: | December 15, 2000 |
| Nationwide Sale Date: | December 15, 2000 |

* Prices are subject to Postal Service Board of Governors approval of 34-cent First-Class rate.

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:

STATUE OF LIBERTY NONDENOMINATED DEFINITIVE
STAMP
POSTMASTER
900 BRENTWOOD ROAD NE
WASHINGTON DC 20066-9991

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 January 13, 2001.

Stamp Fulfillment Services (SFS) 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 telephoning 1 800 STAMP-24 or writing to:

INFORMATION FULFILLMENT
DEPT 6270
US POSTAL SERVICE
PO BOX 219014
KANSAS CITY MO 64121-9014

First day covers remain on sale for at least one year after the stamp's issuance.

Philatelic Products

There are no philatelic products associated with this stamp.

Distribution: Item 667700

Stamp distribution offices (SDOs) will receive two distributions of the nondenominated *Statue of Liberty* booklet for their standard automatic distribution quantities. The first distribution will end November 13, and the second distribution will end December 12, 2000. Distributions are rounded up to the nearest master carton size (4,000 stamps).

Initial Supply to Post Offices

SDOs will make a subsequent automatic distribution to post offices for one-half the distribution quantities using PS Form 3309, *Advice of Shipment/Stamp Invoice*, and PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to post offices until 10 days prior to the first day of issue.

Additional Supply

Post offices requiring additional stamps must requisition them from their designated SDO using PS Form 17.

Philatelic Requirement

Post offices with authorized philatelic centers must order item 667700 from their designated SDO.

Distribution: Items 669900 and 669911

Stamp distribution offices (SDOs) will receive two waves of distribution for these vending books of 20. Wave 1 shipments were completed October 20, 2000; wave 2 shipments will be completed by December 12, 2000. Distributions are rounded up to the nearest master carton size (4,000 books for straight; 3,000 books for criss-cross).

Initial Supply to Post Offices

SDOs *will not* make a subsequent automatic distribution to post offices. Only post offices equipped with the appropriate self service vending machines may order these items from their designated SDO using a separate PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to post offices until 10 days prior to the first day of issue.

Additional Supply

Authorized post offices requiring additional books must requisition them from their designated SDO using PS Form 17. SDOs requiring additional books must order them from the appropriate accountable paper depository (APD) using PS Form 17.

Distribution: Item 770800

Stamp distribution offices (SDOs) will receive two waves of distribution for this PSA coil of 3,000. Wave 1 shipments will be completed by December 1, 2000; wave 2 by December 15, 2000. Distributions are rounded up to the nearest master carton size (64 coils).

Initial Supply to Post Offices

SDOs *will not* make a subsequent automatic distribution to post offices. Post offices requiring quantities of item 770800 must order them from their designated SDO using a separate PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to post offices until 10 days prior to the first day of issue.

Additional Supply

Post offices requiring additional stamps must requisition them from their designated SDO using PS Form 17. Additional quantities *will not* be available at accountable paper depositories (APDs) for supplemental ordering.

Philatelic Requirement

Philatelic centers requiring item 770800 must order them from their designated SDO using PS Form 17.

Distribution: Item 770700

Stamp distribution offices (SDOs) will receive two waves of distribution for this PSA coil of 100. Wave 1 shipments will be completed by November 17, 2000; wave 2 by December 15, 2000. Distributions are rounded up to the nearest master carton size (800 coils).

Initial Supply to Post Offices

SDOs *will not* make a subsequent automatic distribution to post offices. Post offices requiring quantities of item 770700 must order them from their designated SDO using a separate PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to post offices until 10 days prior to the first day of issue.

Additional Supply

Post offices requiring additional stamps must requisition them from their designated SDO using PS Form 17. Additional quantities *will not* be available at accountable Paper Depositories (APDs) for supplemental ordering.

Philatelic Requirement

Philatelic centers requiring item 770700 must order them from their designated SDO using PS Form 17.

Technical Details for Self-Adhesive Vending Book of 20.

| | |
|--|---|
| Issue: | <i>Statue of Liberty</i> |
| Item Number: | 669900 |
| Denomination & Type of Issue: | Nondenominated |
| Format: | Vending booklet of 20 (one design) |
| Series: | N/A |
| Issue Date & City: | December 15, 2000, Washington, DC 20066 |
| Photographer: | Paul Hardy, New York, NY |
| Designer: | Derry Noyes, Washington, DC |
| Engraver: | Southern Graphics Systems |
| Art Director: | Derry Noyes, Washington, DC |
| Typographer: | Derry Noyes, Washington, DC |
| Modeler: | Avery Dennison, SPD |
| Manufacturing Process: | Gravure |
| Printer: | Avery Dennison (AVR) |
| Printed at: | AVR, Clinton, SC |
| Press Type: | Dia Nippon Kiko |
| Stamps per booklet: | 20 |
| Print Quantity: | 200 million stamps |
| Paper Type: | Pre-phosphored Type I |
| Gum Type: | Self-adhesive |
| Processed at: | AVR, Clinton, SC |
| Colors: | Yellow, Cyan, Magenta, Black |
| Stamp Orientation: | Horizontal |
| Image Area (w x h): | 0.832 x 0.720 in./21.133 x 18.288 mm |
| Overall Size (w x h): | 0.982 x 0.870 in./24.948 x 22.098 mm |
| Full Booklet Size (w x h): | 10.375 x 1.74 in. / 263.53 x 44.196 mm |
| Plate Size: | 300 stamps per revolution |
| Plate Numbers: | "V" followed by four (4) single digits (located on one stamp per booklet on bottom right corner). |
| Marginal Markings: | N/A |
| Catalog Item Number(s): | 669040 Vending Book of 20 — \$6.80* |
| Sale Date: | December 15, 2000 |
| Nationwide Sale Date: | December 15, 2000 |

* Prices are subject to Postal Service Board of Governors approval of 34-cent First-Class rate.

Technical Details for Gum Coil of 3,000.

| | |
|--|---|
| Issue: | <i>Statue of Liberty</i> |
| Item Number: | 770800 |
| Denomination & Type of Issue: | Nondenominated |
| Format: | Water-activated coil of 3,000 (one design) |
| Series: | N/A |
| Issue Date & City: | December 15, 2000, Washington, DC 20066 |
| Photographer: | Paul Hardy, New York, NY |
| Designer: | Derry Noyes, Washington, DC |
| Engraver: | N/A |
| Art Director: | Derry Noyes, Washington, DC |
| Typographer: | Derry Noyes, Washington, DC |
| Modeler: | Bureau of Engraving and Printing (BEP) |
| Manufacturing Process: | Gravure |
| Printer: | Bureau of Engraving and Printing (BEP) |
| Printed at: | BEP, Washington, DC |
| Press Type: | Andreotti, 601 |
| Stamps per Coil: | 3,000 |
| Print Quantity: | 200 million stamps |
| Paper Type: | Pre-phosphored Type I |
| Gum Type: | Water-activated |
| Processed at: | BEP, Washington, DC |
| Colors: | Magenta, Cyan, Yellow, Black |
| Stamp Orientation: | Vertical |
| Image Area (w x h): | 0.71 x 0.82 in./18.0 x 20.8 mm |
| Overall Size (w x h): | 0.87 x 0.96 in./22.1 x 24.4 mm |
| Full Pane Size (w x h): | N/A |
| Plate Size: | 432 stamps per revolution |
| Plate Numbers: | Four (4) single digits |
| Marginal Markings: | N/A |
| Catalog Item Number(s): | 770820 Strip of 5 — \$1.70 770830 Strip of 25 w/plate no. — \$8.50 770840 Full Coil of 3,000 — \$1,020.00 770861 First Day Cancellation — \$0.55 |
| Sale Date: | December 15, 2000 |
| Nationwide Sale Date: | December 15, 2000 |

Technical Details for PSA Coil of 100.

| | |
|--|---|
| Issue: | <i>Statue of Liberty</i> |
| Item Number: | 770700 |
| Denomination & Type of Issue: | Nondenominated |
| Format: | Self-adhesive coil of 100 (one design) |
| Series: | N/A |
| Issue Date & City: | December 15, 2000, Washington, DC 20066 |
| Photographer: | Paul Hardy, New York, NY |
| Designer: | Derry Noyes, Washington, DC |
| Engraver: | N/A |
| Art Director: | Derry Noyes, Washington, DC |
| Typographer: | Derry Noyes, Washington, DC |
| Modeler: | Bureau of Engraving and Printing (BEP) |
| Manufacturing Process: | Gravure |
| Printer: | Bureau of Engraving and Printing (BEP) |
| Printed at: | BEP, Washington, DC |
| Press Type: | Andreotti, 601 |
| Stamps per Coil: | 100 |
| Print Quantity: | 1 billion stamps |
| Paper Type: | Pre-phosphored Type I |
| Gum Type: | Self-adhesive |
| Processed at: | BEP, Washington, DC |
| Colors: | Magenta, Cyan, Yellow, Black |
| Stamp Orientation: | Vertical |
| Image Area (w x h): | 0.71 x 0.82 in./18.0 x 20.8 mm |
| Overall Size (w x h): | 0.87 x 0.96 in./22.1 x 24.4 mm |
| Full Pane Size (w x h): | N/A |
| Plate Size: | 480 stamps per revolution |
| Plate Numbers: | Four (4) single digits |
| Marginal Markings: | N/A |
| Catalog Item Number(s): | 770740 Full Coil of 100 — \$34.00* 770761 First Day Cancellation — \$0.55* |
| Sale Date: | December 15, 2000 |
| Nationwide Sale Date: | December 15, 2000 |

* Prices are subject to Postal Service Board of Governors approval of 34-cent First-Class rate.

— Public Affairs and Communications,
Stamp Services, 11-30-00

STAMP ANNOUNCEMENT 00-41

Flowers Nondenominated Definitive Stamps



Copyright USPS 2000

The Postal Service will issue *Flowers* nondenominated definitive stamps in Washington, DC, on December 15, 2000.

The stamps will be issued in a self-adhesive booklet of 20 (Item Number 669100), self-adhesive vending book of 20 (Item Numbers 669300), and a self-adhesive coil of 100 (Item Number 778900). These stamps, designed by Derry Noyes of Washington, DC, are based on photographs by Robert Peak of Winter Park, FL. The stamps go on sale nationwide December 15, 2000. (No ceremony will be conducted.)

The photographs by Robert Peak capture the color and delicacy of four different cut flowers — a freesia, a cymbidium orchid, and two lilies. In his 25 years of artistic endeavors, Peak has been recognized and honored as a photographer, designer, and filmmaker. His fine art photographs have been featured in major publications and appear in collections worldwide.

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),

Technical Details for Self-Adhesive Book of 20.

| | |
|--|--|
| Issue: | <i>Flowers</i> (Double Sided) |
| Item Number: | 669100 |
| Denomination & Type of Issue: | Nondenominated |
| Format: | Convertible booklet of 20 (four designs) |
| Series: | N/A |
| Issue Date & City: | December 15, 2000, Washington, DC 20066 |
| Photographer: | Robert Peak, Winter Park, FL |
| Designer: | Derry Noyes, Washington, DC |
| Art Director: | Derry Noyes, Washington, DC |
| Typographer: | Derry Noyes, Washington, DC |
| Modeler: | Donald H. Woo |
| Manufacturing Process: | Gravure |
| Printer: | Sennett Security Products (SSP) |
| Printed at: | American Packaging Corporation, Columbus, WI |
| Press Type: | Rotomek, 3000 |
| Stamps per Book: | 20 |
| Print Quantity: | 1.85 billion stamps |
| Paper Type: | Pre-phosphored Type II |
| Gum Type: | Self-adhesive |
| Processed at: | Unique Binders, Fredericksburg, VA |
| Colors: | Magenta, Cyan, Yellow, Black |
| Stamp Orientation: | Vertical |
| Image Area (w x h): | 0.72 x 0.832 in./18.28 x 21.13 mm |
| Overall Size (w x h): | 0.87 x 0.982 in./22.09 x 24.94 mm |
| Booklet Size (w x h) : | 1.74 x 6.2083 in /44.19 x 157.69 mm |
| Plate Size: | 480 stamps per revolution |
| Plate Numbers: | "S" followed by four (4) single digits |
| Marginal Markings: | "© 2000 USPS" • Price • Plate Numbers • Peel here to fold • Self-adhesive stamps • DO NOT WET • Double sided |
| Catalog Item Number(s): | 669140 Book of 20 — \$6.80* 669163 First Day Cancellation, Set of 4 — \$2.20* |
| Sale Date: | December 15, 2000 |
| Nationwide Sale Date: | December 15, 2000 |

* Prices are subject to Postal Service Board of Governors approval of 34-cent First-Class rate.

and place them in a larger envelope addressed to:

FLOWERS NONDENOMINATED DEFINITIVE STAMPS
POSTMASTER
900 BRENTWOOD ROAD NE
WASHINGTON DC 20066-9991

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 January 13, 2001.

Stamp Fulfillment Services (SFS) 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 telephoning 1 800 STAMP-24 or writing to:

INFORMATION FULFILLMENT
DEPT 6270
US POSTAL SERVICE
PO BOX 219014
KANSAS CITY MO 64121-9014

First day covers remain on sale for at least one year after the stamp's issuance.

Philatelic Products

There are no philatelic items for this stamp.

Distribution: Item 669100

Stamp distribution offices (SDOs) will receive two distributions of the nondenominated *Flower* booklet for their automatic distribution quantities. The first distribution will end November 13, 2000, and the second distribution will end December 12, 2000. Distributions are rounded up to the nearest master carton size (4,000 stamps).

Initial Supply to Post Offices

SDOs will make a subsequent automatic distribution to post offices for one-half the distribution quantities using their standard automatic distribution quantities using PS Form 3309, *Advice of Shipment, Stamp Invoice*, and PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to post offices until 10 days prior to the first day of issue.

Additional Supply

Post offices requiring additional stamps must requisition them from their designated SDO using PS Form 17.

Philatelic Requirement

Post offices with authorized philatelic centers must order item 669100 from their designated SDO using PS Form 17.

Distribution: Items 669300 and 669311

Stamp distribution offices (SDOs) will receive one distribution of these vending books of 20. Shipments will be completed by December 12, 2000. Distributions are rounded up to the nearest master carton size (4,500 books for straight; 2,700 books for criss-cross).

Initial Supply to Post Offices

SDOs *will not* make a subsequent automatic distribution to post offices. Only post offices equipped with the appropriate self service vending machines may order these items from their designated SDO using a separate PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to post offices until 10 days prior to the first day of issue.

Additional Supply

Authorized post offices requiring additional books must requisition them from their designated SDO using PS Form 17. SDOs requiring additional books must order them from the appropriate accountable paper depository (APD) using PS Form 17.

Distribution: Item 778900

Stamp distribution offices (SDOs) will receive one distribution of this pressure sensitive adhesive (PSA) coil of 100. Shipments will be completed by December 5, 2000. Distributions are rounded up to the nearest master carton size (400 coils).

Initial Supply to Post Offices

SDOs *will not* make a subsequent automatic distribution to post offices. Post offices requiring quantities of item 778900 must order them from their designated SDO using a separate PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to post offices until 10 days prior to the first day of issue.

Additional Supply

Post offices requiring additional stamps must requisition them from their designated SDO using PS Form 17. Additional quantities *will not* be available at accountable paper depositories (APDs) for supplemental ordering.

Philatelic Requirement

Philatelic centers requiring item 778900 must order them from their designated SDO using PS Form 17.

Technical Details for Self-Adhesive Vending Book of 20.

| | |
|--|--|
| Issue: | <i>Flowers</i> |
| Item Number: | 669300 |
| Denomination & Type of Issue: | Nondenominated |
| Format: | Vending book of 20 (four designs) |
| Series: | N/A |
| Issue Date & City: | December 15, 2000, Washington, DC 20066 |
| Photographer: | Robert Peak, Winter Park, FL |
| Designer: | Derry Noyes, Washington, DC |
| Engraver: | Armotek Industries |
| Art Director: | Derry Noyes, Washington, DC |
| Typographer: | Derry Noyes, Washington, DC |
| Modeler: | Donald H. Woo |
| Manufacturing Process: | Gravure |
| Printer: | Sennett Security Products (SSP) |
| Printed at: | American Packaging Corporation, Columbus, WI |
| Press Type: | Rotomec, 3000 |
| Stamps per Book: | 20 |
| Print Quantity: | 200 million stamps |
| Paper Type: | Pre-phosphored Type II |
| Gum Type: | Self-adhesive |
| Processed at: | Unique Binders, Fredericksburg, VA |
| Colors: | Magenta, Cyan, Yellow, Black |
| Stamp Orientation: | Vertical |
| Image Area (w x h): | 0.72 x 0.832 in./18.28 x 21.13 mm |
| Overall Size (w x h): | 0.87 x 0.982 in./22.09 x 24.94 mm |
| Full Booklet Size (w x h) : | 10.375 x 1.739 in./263.52 x 44.17 mm |
| Plate Size: | 480 stamps per revolution |
| Plate Numbers: | "S" followed by four (4) single digits |
| Marginal Markings: | "© USPS 2000" • Plate Numbers • Peel here to fold • Self-adhesive stamps • DO NOT WET |
| Catalog Item Number(s): | 669340 Vending Book of 20 — \$6.80* |
| Sale Date: | December 15, 2000 |
| Nationwide Sale Date: | December 15, 2000 |

* Prices are subject to Postal Service Board of Governors approval of 34-cent First-Class rate.

Technical Details for Self-Adhesive Coil of 100.

| | |
|--|--|
| Issue: | <i>Flowers</i> |
| Item Number: | 778900 |
| Denomination & Type of Issue: | Nondenominated |
| Format: | Coil of 100 (four designs) |
| Series: | N/A |
| Issue Date & City: | December 15, 2000, Washington, DC 20066 |
| Photographer: | Robert Peak, Winter Park, Florida |
| Designer: | Derry Noyes, Washington, DC |
| Engraver: | Acitronics |
| Art Director: | Derry Noyes, Washington, DC |
| Typographer: | Derry Noyes, Washington, DC |
| Modeler: | Guilford Gravure, Inc., Guilford, CT |
| Manufacturing Process: | Gravure |
| Printer: | Banknote Corporation of America, Inc. (BCA) |
| Printed at: | Guilford Gravure, Inc., Guilford, CT |
| Press Type: | Cerrutti, R118 |
| Stamps per Coil: | 100 |
| Print Quantity: | 500 million stamps |
| Paper Type: | Pre-phosphored Type II |
| Gum Type: | Self-adhesive |
| Processed at: | Guilford Gravure, Guilford, CT |
| Colors: | Yellow, Magenta, Cyan, Black |
| Stamp Orientation: | Vertical |
| Image Area (w x h): | 0.710 x 0.820 in. / 18.03 x 20.83 mm |
| Overall Size (w x h): | 0.870 x 0.965 in. / 22.10 x 24.51 mm |
| Full Pane Size (w x h): | N/A |
| Plate Size: | 384 stamps per revolution |
| Plate Numbers: | "B" followed by four (4) single digits |
| Catalog Item Number(s): | 778940 Full Coil of 100 — \$34.00* 778963 First Day Cancellation, Set of 4 — \$2.20* |
| Sale Date: | December 15, 2000 |
| Nationwide Sale Date: | December 15, 2000 |

* Prices are subject to Postal Service Board of Governors approval of 34-cent First-Class rate.

— Public Affairs and Communications,
Stamp Services, 11-30-00

STAMP ANNOUNCEMENT 00-42

Farm Flag Nondenominated Definitive Stamp



Copyright USPS 2000

The Postal Service will issue a *Farm Flag* nondenominated definitive stamp in Washington, DC, on December 15, 2000.

The stamp will be issued in a self-adhesive pane of 20 (Item Number 560500), a gummed pane of 20 (Item Number 100800), and a self-adhesive ATM book (Item Number 560800). The stamp, designed by Richard Sheaff of Scottsdale, AZ, and illustrated by Hiro Kimura of Brooklyn, NY, goes on sale nationwide December 15, 2000. (No ceremony will be conducted.)

The stamp art — a painting by Hiro Kimura — depicts his vision of the classic American farm. Barns, silos, and other outbuildings are clustered on the horizon behind a neatly furrowed field. The stars and stripes of the U.S. flag appear in the foreground.

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:

FARM FLAG NONDENOMINATED DEFINITIVE STAMP
 POSTMASTER
 900 BRENTWOOD ROAD NE
 WASHINGTON DC 20066-9991

Technical Details for Self-Adhesive Pane of 20.

| | |
|--|--|
| Issue: | <i>Farm Flag</i> |
| Item Number: | 560500 |
| Denomination & Type of Issue: | Nondenominated |
| Format: | Pane of 20 (one design) |
| Series: | N/A |
| Issue Date & City: | December 15, 2000, Washington, DC 20066 |
| Photographer | N/A |
| Illustrator: | Hiro Kimura, Brooklyn, NY |
| Designer: | Richard Sheaff, Scottsdale, AZ |
| Art Director: | Richard Sheaff, Scottsdale, AZ |
| Typographer: | Richard Sheaff, Scottsdale, AZ |
| Modeler: | Joseph Sheeran |
| Manufacturing Process: | Offset/Microprint "2000" |
| Printer: | Ashton-Potter (USA) Ltd. |
| Printed at: | Williamsville, NY |
| Press Type: | Stevens, Vari-size Security Press |
| Stamps per Pane: | 20 |
| Print Quantity: | 200 million stamps |
| Paper Type: | Prephosphored, Type I |
| Gum Type: | Self-adhesive |
| Processed at: | Ashton-Potter (USA) Ltd. |
| Colors: | Black, Cyan, Magenta, Yellow |
| Stamp Orientation: | Vertical |
| Image Area (w x h): | 0.71 x 0.82 in./18.034 x 20.828 mm |
| Overall Size (w x h): | 0.84 x 0.99 in./21.336 x 25.146 mm |
| Full Pane Size (w x h): | 5.04 x 4.95 in./128.016 x 125.73 mm |
| Plate Size: | 240 stamps per revolution |
| Plate Numbers: | "P" followed by four (4) single digits |
| Marginal Markings: | "© 2000 USPS" • Plate Position Diagram • Plate Numbers Barcode |
| Catalog Item Number(s): | 560520 Block of 4 — \$1.36* 560530 Block of 10 — \$3.40* 560540 Full Pane of 20 w/plate no. — \$6.80* 560561 First Day Cancellation — \$0.55* |
| Sale Date: | December 15, 2000 |
| Nationwide Sale Date: | December 15, 2000 |

* Prices are subject to Postal Service Board of Governors approval of 34-cent First-Class rate.

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 January 13, 2001.

Stamp Fulfillment Services (SFS) 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 telephoning 1 800 STAMP-24 or writing to:

INFORMATION FULFILLMENT
DEPT 6270
US POSTAL SERVICE
PO BOX 219014
KANSAS CITY MO 64121-9014

First day covers remain on sale for at least one year after the stamp's issuance.

Philatelic Products

There are no philatelic products for this stamp.

Distribution: Item 560500

Stamp distribution offices (SDOs) will receive in excess of their full standard automatic distribution quantities for pressure sensitive adhesive (PSA) sheet stamp. Distributions are rounded up to the nearest master carton size (70,000 stamps).

Initial Supply to Post Offices

SDOs will make a subsequent automatic distribution to post offices for their full standard automatic distribution quantities using PS Form 3309, *Advice of Shipment/Stamp Invoice*, and PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to post offices until 10 days prior to first day of issue.

Additional Supply

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

Philatelic Requirement

Philatelic centers requiring item 560500 must order them from their designated SDO using PS Form 17.

Distribution: Item 100800

The NDN *Farm Flag* gummed sheet of 20 *will not* be automatically distributed to stamp distribution offices (SDOs). Automatic distributions will be made to accountable paper

depositories (APDs) only. SDOs requiring item 100800 must order them from the appropriate APD using PS Form 17, *Stamp Requisition*. Distributions are rounded up to the nearest master carton size (100,000 stamps).

Initial Supply to Post Offices

SDOs *will not* make a subsequent automatic distribution to post offices. Post offices requiring quantities of item 100800 must order them from their designated SDO using a separate PS Form 17. SDOs must not distribute stamps to post offices until 10 days prior to first day of issue.

Additional Supply

Post offices requiring additional stamps must requisition them from their designated SDO using PS Form 17. SDOs requiring additional stamps must order them from the appropriate APD using PS Form 17.

Philatelic Requirement

Philatelic centers requiring item 100800 must order them from their designated SDO using PS Form 17.

Distribution: Item 560800

Stamp distribution offices (SDOs) will receive their full standard automatic distribution quantities for ATM sheetlets. Distributions are rounded up to the nearest master carton size (12,000 sheetlets).

Initial Supply to Post Offices

Post offices with banks participating in the ATM program must requisition item 560800 from their designated SDO using a separate PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to post offices until 10 days prior to first day of issue.

Additional Supply

Post offices requiring additional ATM sheetlets must requisition them from their designated SDO using PS Form 17. SDOs requiring additional ATM sheetlets must order them from the appropriate accountable paper depository (APD) using PS Form 17.

Philatelic Requirement

Philatelic centers requiring item 560800 must order them from their designated SDO using PS Form 17.

Technical details for Gum Pane of 20.

| | |
|--|--|
| Issue: | <i>Farm Flag</i> |
| Item Number: | 100800 |
| Denomination & Type of Issue: | Nondenominated |
| Format: | Pane of 20 (one design) |
| Series: | N/A |
| Issue Date & City: | December 15, 2000, Washington, DC 20066 |
| Photographer | N/A |
| Illustrator: | Hiro Kimura, Brooklyn, NY |
| Designer: | Richard Sheaff, Scottsdale, AZ |
| Art Director: | Richard Sheaff, Scottsdale, AZ |
| Typographer: | Richard Sheaff, Scottsdale, AZ |
| Modeler: | Joseph Sheeran |
| Manufacturing Process: | Offset/Microprinting "USPS" |
| Printer: | Ashton-Potter (USA) Ltd. |
| Printed at: | Sterling Sommer, Tonawanda, NY |
| Press Type: | Stevens, Vari-size Security Press |
| Stamps per Pane: | 20 |
| Print Quantity: | 25 million stamps |
| Paper Type: | Nonphosphored, Type III, Block tagging |
| Gum Type: | Water-activated |
| Processed at: | Ashton Potter (USA) Ltd. |
| Colors: | Black, Cyan, Magenta, Yellow |
| Stamp Orientation: | Vertical |
| Image Area (w x h): | 0.71 x 0.82 in./18.034 x 20.828 mm |
| Overall Size (w x h): | 0.84 x 0.99 in./21.336 x 25.146 mm |
| Full Pane Size (w x h): | 5.04 x 4.95 in./128.016 x 125.73 mm |
| Plate Size: | 120 stamps per revolution |
| Plate Numbers: | "P" followed by four (4) single digits |
| Marginal Markings: | "© 2000 USPS" • Plate Position Diagram • Plate Numbers • Barcode |
| Catalog Item Number(s): | 100820 Block of 4 — \$1.36* 100830 Block of 10 — \$3.40* 100840 Full Pane w/plate no. — \$6.80* 100861 First Day Cancellation — \$0.55* |
| Sale Date: | December 15, 2000 |
| Nationwide Sale Date: | December 15, 2000 |

* Prices are subject to Postal Service Board of Governors approval of 34-cent First-Class rate.

Technical Details for Self-Adhesive ATM Book.

| | |
|--|--|
| Issue: | <i>Farm Flag</i> |
| Item Number: | 560800 |
| Denomination & Type of Issue: | Nondenominated (ATM) |
| Format: | Self-adhesive sheetlet of 18 (1 design) |
| Series: | N/A |
| Issue Date & City: | December 15, 2000, Washington, DC 20066 |
| Illustrator: | Hiro Kimura, Brooklyn, NY |
| Designer: | Richard Sheaff, Scottsdale, AZ |
| Engraver: | Southern Graphics System |
| Art Director: | Richard Sheaff, Scottsdale, AZ |
| Typographer: | Richard Sheaff, Scottsdale, AZ |
| Modeler: | Avery Dennison |
| Manufacturing Process: | Gravure |
| Printer: | Avery Dennison (AVR) |
| Printed at: | AVR, Clinton, SC |
| Press Type: | Dia Nippon Kiko |
| Stamps per Sheet: | 18 |
| Print Quantity: | 306 million stamps |
| Paper Type: | Untagged Type III |
| Gum Type: | Self-adhesive |
| Processed at: | AVR, Clinton, SC |
| Colors: | Yellow, Magenta, Cyan, Black |
| Stamp Orientation: | Vertical |
| Image Area (w x h): | 0.720 x 0.818 in./16.16 x 20.815 mm |
| Overall Size (w x h): | 0.870 x 0.982 in./22.098 x 24.942 mm |
| Full Booklet Size (w x h): | 2.610 x 6.125 in./66.294 x 155.10 mm |
| Plate Size: | 540 Stamps per revolution |
| Plate Numbers: | "V" followed by four (4) single digits |
| Marginal Markings: | "© USPS 1998" w Plate Numbers • Peel here to fold • Self-adhesive stamps • DO NOT WET • Color registration dots |
| Catalog Item Number(s): | 560840 ATM Sheetlet of 18 — \$6.12* 560861 First Day Cancellation — \$0.55* |
| Sale Date: | December 15, 2000 |
| Nationwide Sale Date: | December 15, 2000 |

* Prices are subject to Postal Service Board of Governors approval of 34-cent First-Class rate.

— Public Affairs and Communications,
Stamp Services, 11-30-00

Stamps Withdrawn From Regular Sale and From Sale at Philatelic Centers

Effective close-of-business December 31, 2000, all post offices, stations, branches, postal stores, vending outlets, and authorized philatelic centers must (1) withdraw the stamp stock items listed below and their related vending and store-prepared stamp items from sale and (2) prepare them for destruction. The stamp stock items should be submitted to destruction sites according to local established procedures, under the guidelines in Handbook F-1, *Post Office Accounting Procedures*, Part 45, Destroying Stamp Stock.

Absolutely no sales of the stamp stock items and their related vending and store-prepared stamp items listed below are permitted after December 31, 2000. These stamp stock items are also being removed from sale at Stamp Fulfillment Services (SFS).

| Item Number | Description |
|---------------------|---|
| Stamp Items: | |
| 440700 | 33-cent Broadway Songwriters stamp |
| 440800 | 33-cent Hollywood Composers stamp |
| 440898 | 9-dollar Hollywood Composers Compact Disc |
| 441500 | 33-cent California Gold Rush stamp |
| 447600 | 33-cent American Glass stamp |
| 447900 | 33-cent Frederick Law Olmsted stamp |
| 448400 | 33-cent Xtreme Sports stamp |
| 551700 | 33-cent Cinco de Mayo stamp |

— *Stamp Services, 11-30-00*

Definitive Stamp Issues That Will Remain on General Sale

The following stamp issues are withdrawn from sale at Stamp Fulfillment Services (SFS) and authorized philatelic windows on December 31, 2000. However, they will remain on sale at regular retail windows until supplies are exhausted.

| Item Number | Description |
|----------------------|----------------------------------|
| Stamp Issues: | |
| 103600 | 30-cent Cardinal stamp |
| 105400 | 4-cent Father Flanagan stamp |
| 105700 | 52-cent Hubert H. Humphrey stamp |
| 106500 | 65-cent 'Hap' Arnold stamp |

— *Stamp Services, 11-30-00*

Pictorial Cancellations Announcement

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 post-marked 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 (33 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).

Customers can also send stamped envelopes and postcards without addresses for cancellation, as long as they supply a larger envelope with adequate postage and their return address. After applying the pictorial cancellation, the Postal Service returns the items (with or without addresses) under addressed protective cover.

The following pictorial cancellations have been extended for 30 days.



November 4, 2000
International Association of Silver Art Collectors
 SACRAMENTO OR BUST STATION
 POSTMASTER
 2000 ROYAL OAKS DR
 SACRAMENTO CA 95813-9998



November 4-5, 2000
 SACAPEX 2000 STATION
 POSTMASTER
 2000 ROYAL OAKS DRIVE
 SACRAMENTO CA 95813-9998

The following pictorial cancellations have been extended for 60 days.



Washington DC P&DC
 Third Annual
 Deaf Awareness Day
 Celebration Station
 October 26, 2000
 Washington, D.C. 20066

October 26, 2000
 WASHINGTON DC P & DC THIRD ANNUAL
 DEAF AWARENESS DAY CELEBRATION
 STATION
 POSTMASTER
 SPECIAL CANCELLATION UNIT
 PO BOX 92282
 WASHINGTON DC 20090-2282



November 18, 2000
 BRYANT-DENNY STATION
 POSTMASTER
 1313 22ND AVE
 TUSCALOOSA AL 35401-9998



December 2, 2000

LA VERNIA STATION
POSTMASTER
2560 FM 775
LA VERNIA TX 78121-9998

ADKINS STATION
POSTMASTER
10109 HWY 87 E
ADKINS TX 78101-9998

CESTAHOW STATION
POSTMASTER
PO BOX 9998
FALLS CITY TX 78113-9998

DE WEESE STATION
POSTMASTER
101 STORTS
POTH TX 78147-999

ELMENDORF STATION
POSTMASTER
8302 FM 327
ELMENDORF TX 78112-9998

FALLS CITY STATION
POSTMASTER
PO BOX 9998
FALLS CITY TX 78113-9998

FLORESVILLE STATION
POSTMASTER
920 C ST
FLORESVILLE TX 78114-9998

GOLIAD STATION
POSTMASTER
151 WEST END ST
GOLIAD TX 77963-9998

HELENA STATION
POSTMASTER
404 E WALL ST
KARNES CITY TX 78118-9998

HOBSON STATION
POSTMASTER
PO BOX 9998
HOBSON TX 78117-9998

PANNA MARIA STATION
POSTMASTER
PO BOX 9998
PANNA MARIA TX 78144-9998

PLEASANTON STATION
POSTMASTER
122 W GOODWIN ST
PLEASANTON TX 78064-9998

POTH STATION
POSTMASTER
101 STORTS
POTH TX 78147-9998

RUNGE STATION
POSTMASTER
302 HELENA
RUNGE TX 78151-9998

FORT SAM HOUSTON STATION
POSTMASTER
10410 PERRIN BEITEL RD
SAN ANTONIO TX 78284-9998

SEQUIN STATION
POSTMASTER
531 W COURT ST
SEQUIN TX 78155-9998

SUTHERLAND SPRINGS STATION
POSTMASTER
PO BOX 9998
SUTHERLAND SPRINGS TX 78161-9998

Spirit of Adoption
Station
November 11, 2000
Albany NY 12206



November 11, 2000

Parsons Child and Family Center,
IAF & FCA

SPIRIT OF ADOPTION STATION
PHILATELIC CLERK
50001 COLONIE CENTER MALL
ALBANY NY 12205-9998



November 18, 2000

Winesburg Christmas Committee
WINESBURG STATION
POSTMASTER
131 W BUCKEYE
CLYDE OH 43410-9998

Adoption Celebration
Station
November 11, 2000
Latham NY 12110



November 11, 2000

Wendy's Restaurants and
International Adoptive Families

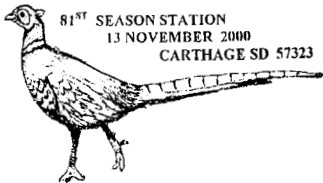
ADOPTION CELEBRATION
STATION
POSTMASTER
685 WATERVLIET SHAKER
ROAD
LATHAM NY 12110-9998

Adoption Celebration
Station
November 18, 2000
Clifton Park NY 12065



November 18, 2000

Wendy's Restaurants and
International Adoptive Families
ADOPTION CELEBRATION
STATION
POSTMASTER
PO BOX 9998
CLIFTON PARK NY 12065-9998



November 13, 2000

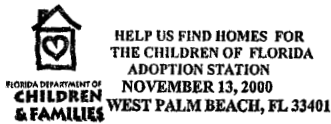
81ST SEASON STATION
POSTMASTER
PO BOX 9998
CARTHAGE SD 57323-9998

Adoption Celebration
Station
November 18, 2000
Albany NY 12205



November 18, 2000

Wendy's Restaurants and
International Adoptive Families
ADOPTION CELEBRATION
STATION
POSTMASTER
PO BOX 9998
ALBANY NY 12205-9998



November 13, 2000

Florida Department of Children &
Families

ADOPTION STATION
POSTMASTER
PO BOX 163522
WEST PALM BEACH FL
33416-3522



November 18, 2000

REMEMBRANCE DAY STATION
POSTMASTER
115 BUFORD AVE
GETTYSBURG PA 17325-9998

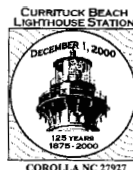


137th Anniversary Station

GETTYSBURG ADDRESS
NOVEMBER 19, 2000
GETTYSBURG PA 17325

Abraham Lincoln

November 19, 2000
137TH ANNIVERSARY STATION
POSTMASTER
115 BUFORD AVE
GETTYSBURG PA 17325-9998



December 1, 2000
Outer Banks Conservationist, Inc.
CURRITUCK BEACH
LIGHTHOUSE STATION
POSTMASTER
PO BOX 9998
COROLLA NC 27927-9998

"DAWN OF THE JOURNEY"

NOVEMBER 2000



HAZARETH CHRISTMAS STATION
HAZARETH KY 40048

November 20-31, 2000
The People's Church
HAZARETH CHRISTMAS
STATION
POSTMASTER
PO BOX 9998
HAZARETH KY 40048-9998

VICTORIAN CHRISTMAS
STATION
Ballston Spa NY 12020
December 1, 2000



December 1, 2000
BS Xpress QWL/EI Workteam
VICTORIAN CHRISTMAS
STATION
POSTMASTER
PO BOX 9998
BALLSTON SPA NY 12020-9998



ADOPTING A CHILD • Shaping a LIFE
Creating a WORLD • Building a HOME

November 21, 2000
ADOPTION STATION
POSTMASTER
30 PLEASANT ST
BRUNSWICK ME 04011-9998



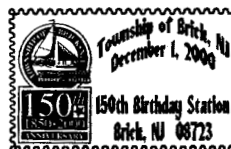
Christmas City Station
December 1, 2000
Taunton MA 02780-9998

December 1, 2000
Heart of Taunton
CHRISTMAS CITY STATION
POSTMASTER
245 MYLES STANDISH BLVD
TAUNTON MA 02780-9998



**SANTA
CLAUS
STATION**
LOUISVILLE, KY 40202
NOVEMBER 24, 2000

November 24, 2000
Brown & Williamson's Light Up Louisville
SANTA CLAUS STATION
POSTMASTER
PO BOX 9998
LOUISVILLE KY 40231-9998



December 1, 2000
Brick Girl Scout Troup 1152
150TH BIRTHDAY STATION
POSTMASTER
160 CHAMBERSBRIDGE RD
BRICK NJ 08723-9998



November 24-26, 2000
FESTIVAL OF TREES
CELEBRATION STATION
POSTMASTER
4150 CHICAGO AVE
RIVERSIDE CA 92507-9998



December 1, 2000
Friends of the Library
FESTIVAL OF TREES STATION
NORFOLK NY
13667

December 1, 2000
Friends of the Hepburn Library
FESTIVAL OF TREES STATION
POSTMASTER
PO BOX 9998
NORFOLK NY 13667-9998

WSC Station Columbus OH 43216



NOV
25
2000

The White House 1883

November 25-26, 2000
WSC STATION
POSTMASTER
850 TWIN RIVERS DR
COLUMBUS OH 43216-9998

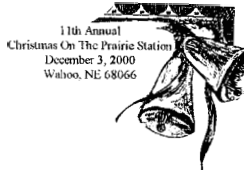


December 1-3, 2000
Old Fort Concho Association
CHRISTMAS AT OLD FORT
CONCHO STATION
POSTMASTER
1 N BRYANT AVE
SAN ANGELO TX 76903-9998

PARKER COUNTY
"CUTTING HORSE CAPITAL
OF THE WORLD"
STATION



November 30-December 2, 2000
Weatherford Chamber of Commerce
PARKER COUNTY CUTTING
HORSE CAPITAL OF THE
WORLD STATION
POSTMASTER
4600 MARK IV PKY
FORT WORTH TX 76107-9998



December 1-3, 2000
Saunders County Historical Society
CHRISTMAS ON THE PRAIRIE
STATION
POSTMASTER
134 E 6TH ST
WAHOO NE 68066-9998



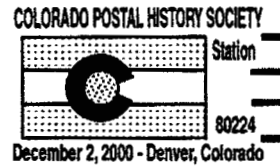
December 1-25, 2000
 Santa Claus Chamber of
 Commerce
 SANTA CLAUS STATION
 POSTMASTER
 PO BOX 9998
 SANTA CLAUS IN 47579-9998



December 2, 2000
 The Christmas in Historic Sutton
 Committee
 CHRISTMAS IN HISTORIC
 SUTTON STATION
 POSTMASTER
 156 WORCESTER
 PROVIDENCE TPK
 SUTTON MA 01526-9998



December 1-31, 2000
 ST BETHLEHEM CHRISTMAS
 STATION
 POSTMASTER
 PO BOX 9998
 ST BETHLEHEM TN 37155-9998



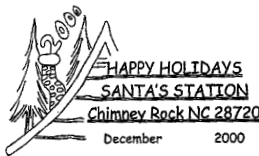
December 2, 2000
 COLORADO POSTAL HISTORY
 SOCIETY STATION
 PHILATELIC OFFICE
 DOWNTOWN STATION
 951 20TH ST
 DENVER CO 80202-9998



December 1-31, 2000
 The People's Church
 NAZARETH CHRISTMAS
 STATION
 POSTMASTER
 PO BOX 9998
 NAZARETH KY 40048-9998



December 2, 2000
 LAS CABALLERAS STATION
 POSTMASTER
 401 N 5TH ST
 CARRIZO SPRINGS TX
 78834-9998



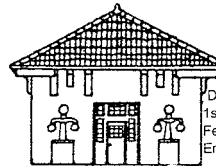
December 1-31, 2000
 SANTA'S STATION
 POSTMASTER
 366 MAIN ST
 CHIMNEY ROCK NC
 28720-9998



December 2, 2000
 NORWEGIAN STATION
 POSTMASTER
 407 W 5TH ST
 CLIFTON TX 76634-9998



December 2, 2000
 CHRISTMAS AT OAKLEIGH
 STATION
 POSTMASTER
 250 ST JOESPH ST
 MOBILE AL 36601-9813



December 2, 2000
 1st Annual Christmas
 Festival Station
 Eminence Ky 40019

December 2, 2000
 Light Up Eminence for Christmas
 1ST ANNUAL CHRISTMAS
 FESTIVAL STATION
 POSTMASTER
 PO BOX 9998
 EMINENCE KY 40019-9998



December 2, 2000
 Masonic Home of Burlington, NJ
 ANNUAL CELEBRATION
 MASONIC STATION
 POSTMASTER
 427 HIGH ST
 BURLINGTON NJ 08016-9998



December 2, 2000
 Wakulla Chivaree
 WAKULLA CHIVAREE STATION
 POSTMASTER
 8219 WOODVILLE HWY
 WOODVILLE FL 32362-9998



December 2, 2000
 The Christmas in Historic Sutton
 Committee
 CHRISTMAS IN HISTORIC
 SUTTON STATION
 POSTMASTER
 350 MANCHAUG RD
 MANCHAUG MA 01526-9998

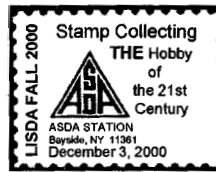


December 2, 2000
 Zoar Village Station
 Dec. 2, 2000
 Zoar, OH 44697

December 2, 2000
 ZOAR VILLAGE STATION
 POSTMASTER
 171 W FIRST ST
 ZOAR OH 44697-9998



December 2, 2000
Job Carr's Cabin in Old Tacoma
 Executive Council
 MUSEUM DEDICATION STATION
 POSTMASTER
 4001 S PINE ST
 TACOMA WA 98413-9996



December 3, 2000
 ASDA STATION
 POSTMASTER
 PO BOX 9998
 FLUSHING NY 11355-9998



December 2, 2000
 ELGIN CATFISH STOMP
 STATION
 POSTMASTER
 PO BOX 9998
 ELGIN SC 29045-9998



December 3, 2000
 HOLIDAY ON THE AVENUE
 STATION
 POSTMASTER
 29 JAY ST
 SCHENECTADY NY 12305-9998



December 2, 2000
Odessa Ladies Auxillary
 CHRISTMAS IN ODESSA
 STATION
 POSTMASTER
 312 MAIN ST
 ODESSA DE 19730-9998



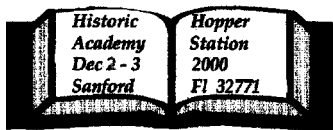
December 3, 2000
Orange, Connecticut Special Events Committee
 HOLIDAY FESTIVAL STATION
 POSTMASTER
 36 OLD TAVERN RD
 ORANGE CT 06477-9998



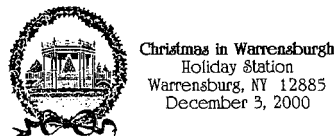
December 2-3, 2000
Thorton W Burgess Society
 SEASONS GREETINGS FROM
 SANDWICH STATION
 POSTMASTER
 69 ROUTE 6A
 SANDWICH MA 02563-9998



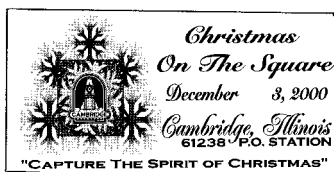
December 3, 2000
 VICTORIAN STROLL STATION
 POSTMASTER
 400 BROADWAY
 TROY NY 12180-9998



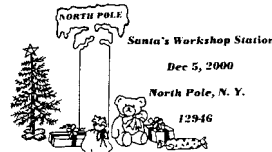
December 2-3, 2000
 HISTORIC HOPPER ACADEMY
 STATION
 POSTMASTER
 1101 PINE AVE
 SANFORD FL 32771-9998



December 3, 2000
Warrensburgh Beautification, Inc.
 HOLIDAY STATION
 POSTMASTER
 3930 MAIN ST
 WARRENSBURGH NY 12885-9998



December 2-3, 2000
 CAMBRIDGE IL P.O. STATION
 POSTMASTER
 PO BOX 9998
 CAMBRIDGE IL 61238-9998



December 5, 2000
Santa's Workshop Inc.
 SANTA'S WORKSHOP STATION
 POSTMASTER
 PO BOX 9998
 NORTH POLE NY 12946-9998



December 2-3, 2000
 HOLIDAY STROLL STATION
 POSTMASTER
 161 WATER ST
 SKOWHEGAN ME 04976-9998



December 5, 2000
Weatherford Chamber of Commerce
 PARKER COUNTY CUTTING
 HORSE CAPITAL OF THE
 WORLD STATION
 POSTMASTER
 191 MAIN ST
 WHITT TX 76490-9998



December 5 2000
 BICENTENNIAL STATION
 POSTMASTER
 2108 EAST 38TH ST
 ERIE PA 16515-9998



December 8, 2000
 Winesburg Christmas Committee
 WINESBURG STATION
 POSTMASTER
 PO BOX 9998
 CLYDE OH 43410-9998

HONORING THE POTTSVILLE MAROONS
 1925 WORLD FOOTBALL CHAMPIONS
 75TH ANNIVERSARY
 MAROON STATION
 POTTSVILLE PA 17901-9998
 DECEMBER 6, 2000



December 6, 2000
 MAROON STATION
 POSTMASTER
 450 N CENTRE ST
 POTTSVILLE PA 17901-9998

December 8, 2000



December 8, 2000
 ANGEL STATION
 POSTMASTER
 1 WEST MAIN
 ANGELICA NY 14709-9998

PARKER COUNTY
 "CUTTING HORSE CAPITAL
 OF THE WORLD"
 STATION



December 6, 2000
 Weatherford Chamber of
 Commerce
 PARKER COUNTY CUTTING
 HORSE CAPITAL OF THE
 WORLD STATION
 POSTMASTER
 104 W AVE
 POOLVILLE TX 76487-9998

OPELIKA, AL 36801



December 8, 2000
 VICTORIAN FRONT PORCH
 TOUR STATION
 POSTMASTER
 500 S 7TH ST
 OPELIKA AL 36801-9998

PARKER COUNTY
 "CUTTING HORSE CAPITAL
 OF THE WORLD"
 STATION



December 6-7, 2000
 Weatherford Chamber of
 Commerce
 PARKER COUNTY CUTTING
 HORSE CAPITAL OF THE
 WORLD STATION
 POSTMASTER
 4600 MARK IV PKY
 FORT WORTH TX 76107-9998



December 8, 2000
 Lights of the Ozarks Festival
 OZARK LIGHTS STATION
 POSTMASTER
 12 W DICKSON ST
 FAYETTEVILLE AR 72701-9998

PARKER COUNTY
 "CUTTING HORSE CAPITAL
 OF THE WORLD"
 STATION



December 7, 2000
 Weatherford Chamber of
 Commerce
 PARKER COUNTY CUTTING
 HORSE CAPITAL OF THE
 WORLD STATION
 POSTMASTER
 6940 FARM MARKET RD 1189
 DENNIS TX 76439-9998



December 9, 2000
 Festival of Lights
 CHILDREN'S HOLIDAY
 FESTIVAL STATION
 POSTMASTER
 615 MAIN ST
 NIAGARA FALLS NY
 14302-9998



50th Anniversary
 Korean War
 Station
 December 1950

December 7, 2000
 Camp Pendleton Docents
 50TH ANNIVERSARY KOREAN
 WAR STATION
 POSTMASTER
 PO BOX 85530
 SAN DIEGO CA 92186-5530



December 9, 2000
 National Park Service
 SPRINGFIELD ARMORY
 STATION
 POSTMASTER
 1883 MAIN ST
 SPRINGFIELD MA 01101-9998


PARKER COUNTY
 "CUTTING HORSE CAPITAL
 OF THE WORLD"
 STATION



December 8, 2000
 Weatherford Chamber of
 Commerce
 PARKER COUNTY CUTTING
 HORSE CAPITAL OF THE
 WORLD STATION
 POSTMASTER
 8616 FM RD MARKET RD 920
 PEASTER TX 76485-9998



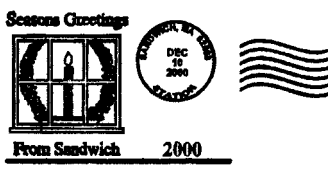
December 9, 2000
 Geneseo Chamber of Commerce
 VICTORIAN WALK STATION
 POSTMASTER
 120 N 1ST ST
 GENESEO IL 61254-9998




December 9, 2000
 Weatherford Chamber of Commerce
 PARKER COUNTY CUTTING HORSE CAPITAL OF THE WORLD STATION
 POSTMASTER
 4600 MARK IV PKY
 FORT WORTH TX 76107-9998



December 9–10, 2000
 CHRISTMAS IN THE FOOTHILLS STATION
 POSTMASTER
 13423 LA PORTE RD
 STRAWBERRY VALLEY CA 95981-9998



December 9–10, 2000
 Thorton W Burgess Society
 SEASONS GREETINGS FROM SANDWICH STATION
 POSTMASTER
 69 ROUTE 6A
 SANDWICH MA 02563-9998



December 14, 2000
 Newport Chamber of Commerce
 CHRISTMAS IN NEWPORT STATION
 POSTMASTER
 320 THAMES ST
 NEWPORT RI 02840-9998

— Stamp Services,
 Public Affairs and Communications, 11-30-00

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 |
|--|-----------------|
| Employ People With Disabilities | Sept. 1–Nov. 30 |
| Support Infection Control Week | Oct. 1–Nov. 30 |
| Help Retarded Children | Nov. 1–Nov. 30 |
| Military Families Recognition Day | Nov. 1–Nov. 30 |
| National Adoption Month | Nov. 1–Nov. 30 |
| National Philanthropy Day, Love of Humankind | 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 |

— Mail Preparation and Standards, Pricing and Product Design, 11-30-00

Post Offices

ALL MAIL PROCESSING OFFICES

Substitute Mailbag for the First-Class Mail Number 1 Pouch

Effective immediately, the contingency substitute mailbag for the FCM No. 1 pouch is the No. 1 canvas or plastic sack, *not* the Priority pouch. PS Tag 6 must be attached to each substitute sack prepared with First-Class Mail.

This notification is being distributed to prevent the misuse of priority sacks and to eliminate First-Class Mail being routed to Priority Mail processing centers.

— Mail Transport Equipment,
Network Operations Management, 11-16-00

Post Office Changes

| Old/ New | Finance No. | ZIP Code | State | P.O. Name | County/ Parish | Station/Branch/ Unit | Unit Type | Effective Date | Comments |
|-------------|----------------|-------------|-------|--------------|-------------------|-------------------------|-------------|-------------------|---|
| Old | 05-2472 | 92630 | CA | El Toro | Orange | Main Office | Post Office | 12/02/2000 | Establish a new ZIP Code for Post Office Boxes. Use El Toro CA 92609 as last line of address for the Post Office Boxes previously in ZIP Code 92630. |
| New | 05-2472 | 92609 | CA | El Toro | Orange | Main Office | Post Office | 12/02/2000 | |
| Old | 22-7995 | 04781 | ME | Soldier Pond | Aroostook | Main Office | Post Office | 12/01/2000 | This announcement changes the name of the Soldier Pond Post Office to the Wallagrass ME Post Office. Use Wallagrass ME 04781 as last line of address. |
| New | 22-7995 | 04781 | ME | Wallagrass | Aroostook | Main Office | Post Office | 12/01/2000 | |

— Address Management, 11-30-00

THE WHITE HOUSE'S 200TH BIRTHDAY: A UNIQUE STAMP AND CURRENCY ISSUE

Limited issue of the 200th Anniversary of The White House. First joint issue of the United States Postal Service and U.S. Treasury.



A newly constructed White House became home to its first president, John Adams, on November 1, 1800. To honor the occasion, the United States Postal Service and the U.S. Treasury offer collectors a one-time opportunity to own a unique portfolio honoring that historic event.

This portfolio, which celebrates the 200th anniversary of that historic day, contains a pane of 20 White House commemorative postage stamps and a \$20 currency note that includes special anniversary-note series numbering. Each is placed in a handsome gold-blocked package with archive-quality protection encasing the stamp and currency.

A certificate of authenticity with matching currency note serial number will add to the issue's distinctiveness. Worldwide distribution is limited to just 30,000 portfolios.

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Source code: 20004



Postal Employees

Christmas Pay Procedures for Rural Carriers

The 2000 Christmas period for rural carriers begins Saturday, December 2, 2000 (week 1, Pay Period 26-00), and ends Tuesday, December 26, 2000 (week 2, Pay Period 01-01). During this period, certain timekeeping and pay rules apply. Timekeepers, including postmasters, supervisors, and other employees responsible for rural carrier time and attendance recording, should become familiar with Article 9.2.K., Christmas Allowances and Procedures, of the Extension to the 1995-1999 USPS/National Rural Letter Carriers' Association (NRLCA) Agreement.

This article describes the types of compensation to which rural carriers are entitled during the Christmas period. It also describes related timekeeping procedures and regulations for the Christmas period, as well as special rules which begin with the start of the Guarantee Year (November 4, 2000) and continue through the end of the Christmas period.

Exhibits are included to assist in completing Form 1314, *Regular Rural Carrier Time Certificate*, and Form 1314-A, *Auxiliary Rural Carrier Time Certificate*, during the Christmas period.

Table of Exhibits

- Exhibit 1 – Regular Carrier Works In Excess of Route's Evaluation
- Exhibit 2 – Regular Carrier Works Relief Day and Does Not Receive an X Day in Same Pay Period
- Exhibit 3 – Regular Carrier Works Saturday and Tuesday of PP 01-01, Week 2
- Exhibit 4 – Regular Carrier Works Designated Holiday
- Exhibit 5 – Regular Carrier Provides Christmas Assistance
- Exhibit 6 – FLSA Code A Regular Carrier
- Exhibit 7 – Designation 74 Works Designated Holiday
- Exhibit 8 – Designation 74 Provides Christmas Assistance on Relief Day
- Exhibit 9 – Replacement Carrier Provides Christmas Assistance on a Regular Route
- Exhibit 10 – Replacement Carrier Provides Christmas Assistance on an Auxiliary Route
- Exhibit 11 – Non-rural Employee Provides Christmas Assistance on Rural Route

Overtime During the Christmas Period

Regular Carriers (DES 71) - FLSA B

Types of Overtime

During the Christmas period, regular rural carriers are eligible for two types of overtime:

FLSA Overtime

FLSA overtime is paid at all times of the year, not just during the Christmas period. Regular rural carriers are paid FLSA overtime under two circumstances:

- a. Hours worked in excess of 12 hours in a day. If a carrier works more than 12 hours in a day, the amount over 12 is entered in the Daily Overtime block on Form 1314.
- b. Hours worked in excess of 56 in a week. These hours are calculated automatically when the total weekly work hours are greater than 56, so no separate entries are required.

Christmas Overtime

Christmas overtime is paid only during the designated Christmas period. Regular rural carriers are paid Christmas overtime under two circumstances:

- a. Christmas Assistance – assistance provided by the regular carrier on her or his relief day. Christmas assistance work hours are entered in the XMAS ASSIST WORK HOURS block on Form 1314.
- b. Hours worked in excess of the route's evaluation – This is based on the total actual work hours for the week, not on individual days. For example, if a route has a daily evaluation of 9 hours and the regular carrier works 10 hours on two days, and 8 hours on the other three days, no overtime would be paid. Even though the carrier exceeded the daily evaluation on two days of the week, he did not exceed the *weekly* evaluation. The weekly evaluation is 45 hours; the carrier worked 44 hours. (See Handbook F-21, Section 567, for overtime calculation when leave days are taken during the week and for routes with an evaluation of less than 40 hours.) These hours are calculated automatically, so no separate entries or calculations are required.

Overtime Rate

The overtime rate paid to regular (FLSA Code B) carriers is 150% of the carrier's regular rate. The regular rate is determined by dividing the total compensation received for hours actually worked by the carrier since the beginning of the Guarantee Year (not including overtime), by the total number of hours worked since the beginning of the Guarantee Year (not including overtime). This overtime rate is used for both FLSA overtime and Christmas overtime.

Replacement Carriers

Replacement Carriers (Designations 70, 73, 74, 75, 76, 77, 78, 79) are only entitled to FLSA overtime. For these employees, FLSA overtime is paid for hours worked in excess of 40 in a week.

Regular Carriers (DES 71) – FLSA A

Regular carriers whose FLSA code is "A" are paid for actual hours worked, not evaluated hours. They are paid overtime for hours in excess of 8 in a day, or 40 in a week. For FLSA Code A carriers, enter hours in excess of 8 in a day to the Daily Overtime block on Form 1314. Hours in excess of 40 in a week are calculated automatically by the system.

Auxiliary Route Carriers

Carriers serving any auxiliary route are compensated at the hourly rate for actual hours worked during both weeks of PP 26-00 and PP 01-01. During this period, carriers are not paid the evaluation of the route. Overtime is paid only when the carrier exceeds 40 hours for the week.

Christmas Assistance

Christmas assistance is additional service provided on a rural route during the Christmas period. For regular carriers, Christmas assistance only applies to assistance given by the carrier, on his/her relief day, while a replacement carrier carries the full route. For replacement carriers, it applies to any assistance provided on a regular or auxiliary route during the Christmas period. Christmas assistance is reported in the XMAS ASSIST WORK HOURS block on Form 1314 (for regular carriers) or Form 1314-A (for replacement carriers).

Regular carriers can perform Christmas assistance only on their relief day. Therefore, only regular carriers assigned to J or K routes may report Christmas assistance. Regular carriers assigned to route types H or M cannot perform Christmas assistance because these route types do not have a relief day. **NOTE:** There are no provisions for paying a regular carrier for performing service on a Sunday, on an actual holiday, or other than on the assigned route. These situations should be avoided.

Examples of Christmas assistance:

- A regular carrier comes in on his/her relief day and helps the replacement carrier case the route.
- A regular carrier comes in on his/her relief day and carries part of his/her regular route. (Replacement carrier is listed on Form 1314.)
- A replacement carrier carries part of a regular route due to heavy Christmas volume.

These are not examples of Christmas assistance:

- A regular carrier comes in on his/her relief day and carries his/her regular route.
- A regular carrier works 2 hours beyond the daily evaluation of his/her regular route.
- Any work by a regular carrier who is assigned to an H or M route.

Time Card Blocks Used During the Christmas Period

Form 1314 – FLSA Code B Regular Carriers

| | | | | | | | | | | | | | | | | | | |
|---|-----------------|--|------------------------|------|------|--------------------|------|-----------------|----------------|------------------------|-----------------|------------------------|-----------------|---------|------------|-----------------|------------|----|
| | | Name of Assigned Carrier | | | | | | Finance Number | | Social Security Number | | | | Des/Act | Rt. No. | FLSA | Yr. | PP |
| WK | Actual Wkly Hrs | Days Assigned Carrier Absent (codes on reverse) | | | | | | Daily Overtime | Training Hours | COP Hrs | Limited Dty Hrs | Relief Hours | Rte Dev | GT Veh | Miles Omit | XMAS ASSIST | WORK HOURS | |
| | | Sat. | Mon. | Tue. | Wed. | Thur. | Fri. | | | | | | | | | | | |
| 1 | Hrs 100s | | | | | | 1 | Hrs 100s | Hrs 100s | | | | | | | 2 | 100s | |
| 2 | Hrs 100s | | | | | | | Hrs 100s | Hrs 100s | | | | | | | | Hrs 100s | |
| | | | | | | Week 1 Information | | | | Week 2 Information | | | | | | | | |
| | | Des/Act | Name of Relief Carrier | | | S S N | | Actual Wkly Hrs | Tr | No | Whole Miles | | Actual Wkly Hrs | Tr | No | Whole Miles | | |
| | | | | | | | | Hrs 100s | | | Dev + Omit - | | Hrs 100s | | | Dev + Omit - | | |
| | | | | | | | | Hrs 100s | | | | | Hrs 100s | | | | | |
| | | | | | | | | Hrs 100s | | | | | Hrs 100s | | | | | |
| | | | | | | | | Hrs 100s | | | | | Hrs 100s | | | | | |
| | | | | | | | | Hrs 100s | | | | | Hrs 100s | | | | | |
| | | | | | | | | Hrs 100s | | | | | Hrs 100s | | | | | |
| | | | | | | | | Hrs 100s | | | | | Hrs 100s | | | | | |
| | | | | | | | | Hrs 100s | | | | | Hrs 100s | | | | | |
| | | This certifies that the above carrier rendered service in compliance with Postal regulations | | | | | | | | | | Postmaster's Signature | | Date | | Carrier Initial | | |
| REGULAR RURAL CARRIER TIME CERTIFICATE | | | | | | | | | | | | | | | | | | |

1. Daily Overtime – For FLSA B carriers, this block is used ONLY to record when the carrier works more than 12.00 hours in a single day. (See Exhibit 6 for use of this block for FLSA Code A regular carriers. This block is not used for FLSA Code P.) Record the total amount of work hours in excess of 12 per day in this box. INCLUDE THE AMOUNT OF DAILY OVERTIME IN THE ACTUAL WKLY HRS block. For example, if the carrier works 10.00 hours each day, Monday through Wednesday, and works 12.50 on Thursday and 13.00 on Friday, the amount entered to the Daily Overtime block is 1.50 and the amount entered to the Actual Weekly Hours is 55.50.

The Daily Overtime block is NOT used to record:

- Hours worked in excess of 56 in a week,
- Hours worked in excess of the route's evaluation,
- Hours worked when the carrier works his/her relief day,
- Additional hours worked by the carrier after completing his/her route (except for those that are over 12 hours for the day).

2. XMAS ASSIST WORK HOURS – For FLSA Code B regular carriers, this block is used ONLY when the carrier comes in on his/her relief day to provide assistance, not to carry his/her full route. A relief carrier must be listed on Form 1314 as the replacement carrier for that day. DO NOT INCLUDE THE AMOUNT OF XMAS ASSIST WORK HOURS IN THE ACTUAL WKLY HRS BLOCK except in week 2 of Pay Period 01-2001.

The XMAS ASSIST WORK HOURS block is NOT used to record:

- Hours worked in excess of 56 in a week,
- Hours worked in excess of the route's evaluation,
- Hours worked when the carrier works his/her relief day and DACA Code R, 3 or 5 is entered on the Form 1314,
- Additional hours worked by the carrier after completing his/her route.

Form 1314-A - Replacement Carriers/Auxiliary Routes

| | | Name of Assigned Carrier | | | | Finance Number | | | | Social Security Number | | | | Des | | Rt. No. | | FLSA | | Yr. | | PP | |
|--|------------------------|--------------------------|-----------|------------------------|---------------------|----------------|-------|-------|-------------------|------------------------|-------|--------------------|--------------|--------------|--------------|---------|-----|-----------------|------|------------------------|-----|-----------------|--|
| WK | Actual Wkly Work Hours | | Work Days | | Equipment Allowance | | | | Leave-Whole Hours | | | | Travel Hours | | N-No Service | | | | | Xmas Assist Work Hours | | | |
| | Hrs | 100s | Hrs | 100s | Hrs | Tr | Miles | GT | Ann | Sick | Other | COP | Hrs | 100s | Sat | Mon | Tue | Wed | Thur | Fri | Hrs | 100s | |
| 1 | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | | | | | | | | | | | | | | | | | | | | | | | |
| | | Week 1 Information | | | | | | | | | | Week 2 Information | | | | | | | | | | | |
| | | Des | | Name of Relief Carrier | | | | S S N | | | | Actual Wkly Hrs | | Equip. Allow | | | | Actual Wkly Hrs | | Equip. Allow | | | |
| | | | | | | | | | | | | Hrs 100s | | Hrs 100s | | | | Hrs 100s | | Hrs 100s | | | |
| | | | | | | | | | | | | Hrs 100s | | Hrs 100s | | | | Hrs 100s | | Hrs 100s | | | |
| | | | | | | | | | | | | Hrs 100s | | Hrs 100s | | | | Hrs 100s | | Hrs 100s | | | |
| | | | | | | | | | | | | Hrs 100s | | Hrs 100s | | | | Hrs 100s | | Hrs 100s | | | |
| | | | | | | | | | | | | Hrs 100s | | Hrs 100s | | | | Hrs 100s | | Hrs 100s | | | |
| | | | | | | | | | | | | Hrs 100s | | Hrs 100s | | | | Hrs 100s | | Hrs 100s | | | |
| This certifies that the above carrier rendered service in compliance with Postal regulations | | | | | | | | | | Postmaster's Signature | | | | | | | | | | Date | | Carrier Initial | |

AUXILIARY RURAL CARRIER TIME CERTIFICATE

EDM-7833

- Rt. No. – Use the chart below to determine which route number to enter on the Form 1314-A when reporting Christmas assistance by replacement carriers or on auxiliary routes.

| Christmas assistance provided on: | Route # on 1314-A |
|---|--|
| Regular route | Actual route # (e.g.,K001,J014) |
| One or more auxiliary routes (Except for Des 79 providing assistance on assigned auxiliary route) | A998 (Combine all Christmas assistance on auxiliary routes on one Form 1314-A) |
| Auxiliary route - assistance provided by Des 79 on assigned route | Use 1314-A for assigned route |

- XMAS ASSIST WORK HOURS – This block is used whenever a replacement carrier provides Christmas assistance. DO NOT INCLUDE THE AMOUNT OF XMAS ASSIST WORK HOURS IN THE ACTUAL WKLY WORK HOURS BLOCK.

Work on Relief Days and Use of X Days

During the period from the beginning of the Guarantee Year (November 4, 2000), through the last day of the Christmas period (December 26, 2000) – which includes pay periods 24-00, 25-00, 26-00 and 01-01 (through Tuesday of week 2) – record relief days worked by regular rural carriers on Form 1314, *Regular Rural Carrier Time Certificate*, as described below.

- Carriers who work a relief day during this period that are entitled to a future day off (X day) must be given that X day in the same pay period. Record DACA Code R or 3 on Form 1314 for the relief day that is worked and DACA Code X on the day that is taken off. The Rural Time and Attendance Processing System (RTAPS) will not accept any Form 1314 that contains a DACA Code 3 or DACA Code R without a corresponding DACA Code X. **Note:** This provision does not apply to carriers who have a negative X day balance. Carriers in this situation must work a sufficient number of relief days (DACA Code 3 or R) to bring the negative balance up to zero or prior X days are changed to annual or leave without pay using Form 2240R to correct the balance.
- Record DACA Code 5 on Form 1314 for the relief day that is worked if an X day is not taken in the same pay period that the relief day is worked, or if the carrier is on the relief day work list and selects the option for 150% compensation. When DACA Code 5 is entered, the carrier does not receive an X day.
- Carriers may not use any X days that were earned in previous pay periods during this period. RTAPS will not accept any Form 1314 that contains a DACA Code X without a corresponding DACA Code 3 or DACA Code R.
- Carriers must have a sufficient balance of X days available in order to use an X day. Carriers with a negative X day balance cannot use any X days until the negative balance is erased.

Christmas Period Timekeeping Instructions

A. FLSA B REGULAR RURAL CARRIERS

1. Work on Relief Day – Only regular carriers on J or K routes have an assigned relief day. Any work performed by a regular on his/her relief day must be reported in one of the following ways:
 - a. Regular carries entire route – If the carrier reports on the relief day and cases and carries the assigned route (as is done on a scheduled day), enter DACA Code R, 3 or 5 (as appropriate) on Form 1314 for that day. If the carrier is due an X day for working the relief day (i.e., DACA Code R or 3 is entered) this X day must be granted in the same pay period. If the X day is not granted within the same pay period, DACA Code 5 must be entered on Form 1314.
 - b. Christmas assistance – If a relief carrier carries the assigned route and the regular carrier provides assistance on the relief day, record the hours worked by the regular as XMAS ASSIST WORK HOURS. If additional Equipment Maintenance Allowance (EMA) is due for work performed on the relief day, enter the mileage traveled in whole miles in the Route Deviation block for the appropriate week.
2. Work on Designated Holiday – If Monday, December 25, is a regular carrier's scheduled relief day, Saturday, December 23 is the employee's designated holiday. If a regular carrier is assigned to work the designated holiday, the regular must work the full day. Regular carriers may not provide Christmas assistance on their designated holiday.

When the regular carrier works the designated holiday:

 - a. Enter DACA Code V in the Saturday, Week 2 block on Form 1314.
 - b. Include the hours worked on the designated holiday with all other work hours for that week in the Actual Weekly Work Hours block.
 - c. The carrier is compensated at one and one half times the daily rate of pay (in addition to Holiday Leave) for working the designated Christmas holiday. The carrier is not entitled to a future day off (X day).
3. Special Instructions for Week 2 of pay period 01-01.

Christmas overtime is authorized for Saturday (December 23) and Tuesday (December 26) of Week 2 of Pay Period 01-01. Enter the **total** work hours for these two days in "XMAS ASSIST WORK HOURS" and include in "Actual Weekly Work Hours" for the week.

B. FLSA Code A Regular Carriers

Regular carriers (FLSA Code A) are paid at the regular rate for all hours worked up to 8 per day and 40 per week, and at the overtime rate for all hours worked in excess of 8 per day or 40 hours per week. FLSA Code A employees are not entitled to any X days, as they are paid for working the relief day.

1. Report total hours worked for the week in Actual Wkly Hours.
2. If the carrier works more than 8.00 hours in a day(s), enter total hours worked in excess of 8 in one day in the Daily Overtime block.
3. If the carrier works on a scheduled relief day, enter R on the day the carrier worked the relief day and include the hours worked in Actual Wkly Hours. Employee is NOT entitled to a future X Day.
4. If the carrier works on a designated holiday, enter V on the day the carrier worked the designated holiday and include the hours worked in Actual Wkly Hours. Employee is NOT entitled to a future X Day.

C. Auxiliary Route Carriers

Carriers serving any auxiliary route are compensated at the hourly rate for actual hours worked during PP 26-00 and PP 01-01. During this period, carriers are not paid the evaluation of the route. The only changes to standard timekeeping procedures for auxiliary routes is when a Designation 79 provides Christmas assistance on the assigned auxiliary route. (See Section E.2.)

D. Replacement Carriers Assigned to Vacant Regular Routes (Designations 72/74)

1. Designation 72
 - a. FLSA B – Procedures are the same as for Designation 71 (Regular Carrier), FLSA B.
 - b. FLSA A – Procedures are the same as for Designation 71 (Regular Carrier), FLSA A.

2. Designation 74
 - a. Work on relief day or Holiday
 - (1.) Carrier works scheduled relief day
 - a. Enter R on the day the carrier worked the relief day
 - b. Include the hours worked in Actual Wkly Hours. Employee is NOT entitled to a future X Day.
 - (2.) Carrier works designated holiday
 - a. Do not enter a V on the day worked. Leave blank.
 - b. Include the work hours in the Actual Wkly Work Hours block.
 - c. Enter the relief day (J or K day) in the block for the actual Holiday (Monday).
 - d. Replacement carrier data is not needed to crossfoot Form PS 1314 for the holiday
 - (3.) Carrier provides Christmas assistance on relief day
 - a. Enter the Christmas auxiliary assistance time on Form 1314 in the XMAS ASSIST WORK HOURS block.
 - b. Do not include these hours in the Actual Weekly Work Hours block.
 - c. Enter J or K in the appropriate block on Form 1314; the replacement carrier works a full day on the route.

E. Replacement Rural Carriers Serving as Christmas Auxiliary Assistants

All replacement carriers serving as Christmas auxiliary assistants are compensated at their regular rate for actual hours worked up to 40 per week, and at the FLSA overtime rate for actual hours worked in excess of 40.

1. Christmas assistance on a regular route.
 - a. Manually prepare Form 1314-A for each carrier that provides Christmas assistance.
 - b. Do not enter more than one carrier on each Form 1314-A.
 - c. Submit a separate certificate for each regular route on which the carrier provides assistance.
 - d. Report the Christmas assistance hours in the appropriate week 1 and/or week 2 XMAS ASSIST WORK HOURS block.
 - e. Enter EMA hours, trips, and miles in the appropriate week 1 and/or week 2 EMA blocks.
2. Christmas assistance on an auxiliary route.
 - a. Assigned carrier (Designation 79) provides Christmas assistance on assigned auxiliary route
 - (1.) Enter N in the appropriate block in the No Service section of the carrier's Form 1314-A for the assigned route.
 - (2.) Record hours worked in the XMAS ASSIST WORK HOURS block. Only enter Christmas assistance when the rural carrier associate works her or his designation 79 position.
 - (3.) Include EMA hours and miles (not trips) in the total for the appropriate week. Trips may not exceed the number of days worked in the No Service blocks.
 - (4.) A replacement carrier is required to crossfoot the card.
 - b. Replacement carrier (Designations 70, 73, 74, 75, 76, 78) provides Christmas assistance on auxiliary route.
 - (1.) Manually prepare Form 1314-A. Enter route number A998. Use this route type and number for overburdened service or Christmas assistance on auxiliary routes only.
 - (2.) Report the Christmas assistance hours in the appropriate week 1 and/or week 2 XMAS ASSIST WORK HOURS block.
 - (3.) Enter EMA hours, trips, and miles (if applicable) in the appropriate week 1 and/or week 2 EMA blocks.
 - (4.) If Christmas assistance is performed on two or more auxiliary routes in the same pay period, combine all work hours and EMA data on one manually prepared Form 1314-A.

F. Postal Employees (Other Than Rural) Serving as Christmas Auxiliary Assistants

Postal employees (other than designation 7X) who provide Christmas assistance on rural routes are compensated at their regular rate of pay for actual time worked. Include all work hours using their normal Time and Attendance System (Manual Timecards, ETC, PSDS, TACS).

Non-rural employees are entitled to EMA payment if a personal vehicle is used. Prepare Form 1314-A as follows. (Do not prepare Form 1314-A if a government vehicle is provided.)

1. Report the hours worked on the rural routes on Form 1230, *Time Card*.
2. Manually prepare Form 1314-A for EMA compensation.
3. Complete indicative data at the top of the certificate. Use Des 99/0, actual route type and number, FLSA code P, and correct employee and pay period information.
4. Enter EMA hours, trips, and miles in the appropriate week 1 and/or week 2 EMA blocks.

Important Items to Remember: Rural Carrier Christmas Pay Procedures

- Hours entered in the Daily Overtime block are **always** included in Actual Weekly Work Hours.
- Hours entered in the XMAS ASSIST WORK HOURS block are **not** included in Actual Weekly Work Hours, except in week 2 of Pay Period 01-2001.
- Carriers on auxiliary routes are paid for actual hours worked, not the route's evaluation, during the Christmas period.
- An X day cannot be entered on a time card unless there is a corresponding R or 3 day in the same pay period and the carrier's X day balance is zero or greater.
- If a regular carrier works his/her relief day and carries his/her assigned route, this is NOT reported as Christmas assistance.
- Regular carriers may only work on their assigned route.
- **Regular carriers may not work on an actual holiday (December 25th or January 1st).**

| | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|-----------------|---|------|----------------|------|---------------|----------------|------------------------|---------|-----------------|--------------|------------------------|--------|------------|------------------------|-------------|------|--------------------|------|-----|------|-----|------|-------------|------|
| JONES | | J | | XX-XXXX | | E XXX-XX-XXXX | | 71/0 | | K001 | | B | | 00 | | 26 | | | | | | | | | |
| Name of Assigned Carrier | | | | Finance Number | | | | Social Security Number | | | | Des/Act | | Rt. No. | | FLSA | | Yr. | | PP | | | | | |
| WK | Actual Wkly Hrs | Days Assigned Carrier Absent (codes on reverse) | | | | | Daily Overtime | Training Hours | COP Hrs | Limited Dty Hrs | Relief Hours | Rte Dav | GT Veh | Miles Omit | XMAS ASSIST WORK HOURS | | | | | | | | | | |
| | | Sat. | Mon. | Tue. | Wed. | Thur. | | | | | | | | | Fri. | Hrs | 100s | Hrs | 100s | Hrs | 100s | Hrs | 100s | Hrs | 100s |
| 1 | 45.28 | K | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | 47.08 | K | | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | Week 1 Information | | | | | | Week 2 Information | | | | | | | |
| Des/Act | | Name of Relief Carrier | | | | S S N | | | | Actual Wkly Hrs | | Tr | | No | | Whole Miles | | Actual Wkly Hrs | | Tr | | No | | Whole Miles | |
| 78/0 | | Kinevich J | | | | 123-45-6789 | | | | 08.26 | | | | | | 08.50 | | 1 | | | | | | | |
| | | | | | | | | | | Hrs 100s | | | | | | Hrs 100s | | | | | | | | | |
| | | | | | | | | | | Hrs 100s | | | | | | Hrs 100s | | | | | | | | | |
| | | | | | | | | | | Hrs 100s | | | | | | Hrs 100s | | | | | | | | | |
| | | | | | | | | | | Hrs 100s | | | | | | Hrs 100s | | | | | | | | | |
| | | | | | | | | | | Hrs 100s | | | | | | Hrs 100s | | | | | | | | | |
| This certifies that the above carrier rendered service in compliance with Postal regulations | | | | | | | | | | | | Postmaster's Signature | | | | Date | | Carrier Initial | | | | | | | |
| | | | | | | | | | | | | <i>R. Langston</i> | | | | 12/15/00 | | JF | | | | | | | |

Exhibit 1. REGULAR CARRIER WORKS IN EXCESS OF ROUTE'S EVALUATION

1. Regular carrier is assigned to a 45 hour evaluated route (Daily evaluation = 9.00 hours).
2. Carrier works 45.28 hours in Week 1, and 47.08 hours in Week 2 as follows:

| | Week 1 | Week 2 |
|-----|-------------|-------------|
| Mon | 9.00 hours | 10.00 hours |
| Tue | 8.00 hours | 8.00 hours |
| Wed | 10.28 hours | 11.08 hours |
| Thu | 9.00 hours | 7.50 hours |
| Fri | 9.00 hours | 10.50 hours |

- Carrier will be paid Christmas overtime for 0.28 hours in week 1 and 2.08 hours in week 2, based on hours worked over the route's evaluated hours.
- No manual computation for Christmas overtime is necessary. This is automatically computed. No entries are made to the Daily Overtime block.

| | | | | | | | | | | | | | | | | | | | | | |
|--|-----------------|---|--|----------------|--|-----------------|--|------------------------|----------------|------------------------|-----------------|--------------------------|---------|-----------------|--------------------|------------------------|-----------------|--------|--|--------------------------|--|
| WALTERS | | M | | XX-XXXX | | E | | XXX-XX-XXXX | | 71/0 | | K003 | | B | | 00 | | 26 | | | |
| Name of Assigned Carrier | | | | Finance Number | | | | Social Security Number | | | | Des/Act | | Rt. No. | | FISA | | Yr. PP | | | |
| WK | Actual Wkly Hrs | Days Assigned Carrier Absent (codes on reverse) | | | | | | Daily Overtime | Training Hours | COP Hrs | Limited Dty Hrs | Relief Hours | Rte Dev | GT Veh | Miles Omit | XMAS ASSIST WORK HOURS | | | | | |
| 1 | 42.08 | K | | | | | | A | | | | | | | | Hrs 100s | | | | | |
| 2 | 48.92 | 5 | | | | | | | | | | 08.92 | | | | Hrs 100s | | | | | |
| | | | | | | | | | | Week 1 Information | | | | | Week 2 Information | | | | | | |
| Des/Act | | Name of Relief Carrier | | S S N | | Actual Wkly Hrs | | Tr | | No EM | | Whole Miles Dev + Omit - | | Actual Wkly Hrs | | Tr | | No EM | | Whole Miles Dev + Omit - | |
| 76/0 | | Davis, J | | 987-65-4321 | | 16.50 | | 2 | | | | | | Hrs 100s | | | | | | | |
| | | | | | | Hrs 100s | | | | | | | | Hrs 100s | | | | | | | |
| | | | | | | Hrs 100s | | | | | | | | Hrs 100s | | | | | | | |
| | | | | | | Hrs 100s | | | | | | | | Hrs 100s | | | | | | | |
| | | | | | | Hrs 100s | | | | | | | | Hrs 100s | | | | | | | |
| | | | | | | Hrs 100s | | | | | | | | Hrs 100s | | | | | | | |
| This certifies that the above carrier rendered service in compliance with Postal regulations | | | | | | | | | | Postmaster's Signature | | | | | Date | | Carrier Initial | | | | |
| | | | | | | | | | | <i>A Benjamin</i> | | | | | 12/15/02 | | mwl | | | | |

PS Form 1314, Jun 2000 U.S. Postal Service

X day not given - 3 was changed to DACA code 5

Exhibit 2. REGULAR CARRIER NOT ON RELIEF DAY WORK LIST WORKS RELIEF DAY (WEEK 2) AND DOES NOT GET AN "X" DAY IN THE SAME PAY PERIOD

- Regular carrier is required to work the second relief day of Pay Period 26. Carrier does not get an X day in the same pay period.
- Enter DACA Code 5 on the relief day (Saturday) of week 2.
- Carrier is paid 150% of a day's evaluation for working the relief day and does not receive a future X day.

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|--|-----------------|---|------|------------------------|------|-------------|------|-----------------|----------------|------------------------|---------|------------------------|--------------|---------------|--------|-----------------|------------------------|------|------|-------|------|-------------|-------|--------|-----|
| WILLIAMS | | | | | | | | | | 0 | | XX-XXXX | | E XXX-XX-XXXX | | 71/0 | | K005 | | B | | 01 | | 01 | |
| Name of Assigned Carrier | | | | | | | | | | Finance Number | | Social Security Number | | Des/Act | | Rt. No. | | FLSA | | Yr. | | PP | | | |
| WK | Actual Wkly Hrs | Days Assigned Carrier Absent (codes on reverse) | | | | | | | Daily Overtime | Training Hours | COP Hrs | Limited Dty Hrs | Relief Hours | Rte Dev | GT Veh | Miles Omit | XMAS ASSIST WORK HOURS | Hrs | 100s | Hrs | 100s | Hrs | 100s | | |
| | | Sat. | Mon. | Tue. | Wed. | Thur. | Fri. | Hrs | | | | | | | | | | | | | | | | 100s | Hrs |
| 1 | 41.68 | | | | | | | | | | | | | | | | | | | | | | | | |
| 2 | 49.25 | | | | | | | | | | | | | | | | | | | | | | 13.75 | | |
| | | K | | H | | | | | | | | | | | | | | | | | | | | | |
| PS Form 1314, Jun 2000 U.S. Postal Service | | | | | | | | | | | | | | | | | | | | | | | | | |
| | | 5 hrs XMAS assistance | | | | | | | | | | | | | | | | | | | | | | | |
| | | 8.75 hrs worked on Tuesday | | | | | | | | | | | | | | | | | | | | | | | |
| | | 13.75 for SAT. + Tues | | | | | | | | | | | | | | | | | | | | | | | |
| | | 78/0 | | Horton P | | 456-78-9898 | | 07.50 | | 1 | | | | 07.75 | | 1 | | | | | | | | | |
| | | Date/Act | | Name of Relief Carrier | | S S N | | Actual Wkly Hrs | | Tr | | No EM | | Whole Miles | | Actual Wkly Hrs | | Tr | | No EM | | Whole Miles | | | |
| | | | | | | | | Hrs | | 100s | | | | Dev + | | Omit - | | Hrs | | 100s | | Dev + | | Omit - | |
| | | | | | | | | Hrs | | 100s | | | | Hrs | | 100s | | Hrs | | 100s | | Hrs | | 100s | |
| | | | | | | | | Hrs | | 100s | | | | Hrs | | 100s | | Hrs | | 100s | | Hrs | | 100s | |
| | | | | | | | | Hrs | | 100s | | | | Hrs | | 100s | | Hrs | | 100s | | Hrs | | 100s | |
| | | | | | | | | Hrs | | 100s | | | | Hrs | | 100s | | Hrs | | 100s | | Hrs | | 100s | |
| This certifies that the above carrier rendered service in compliance with Postal regulations | | | | | | | | | | Postmaster's Signature | | | | | | | | | | | | | | | |
| | | | | | | | | | | Date 12/29/00 | | | | | | | | | | | | | | | |
| | | | | | | | | | | Carrier Initial Oew | | | | | | | | | | | | | | | |
| REGULAR RURAL CARRIER TIME CERTIFICATE | | | | | | | | | | | | | | | | | | | | | | | | | |

Exhibit 3. REGULAR CARRIER WORKS SATURDAY AND TUESDAY OF PP 01-01, WEEK 2

1. Regular carrier is assigned to a K route with a relief day of Saturday.
2. Carrier provides 5.00 hours of Christmas assistance on Saturday, December 23rd.
3. Carrier works 8.75 hours on Tuesday, December 26th.
4. Enter the total hours for Saturday and Tuesday – 13.75 hours – in the XMAS ASSIST WORK HOURS block.
5. Include these hours in the Actual Weekly Work Hours.

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|--|-----------------|---|------|------------------------|------------------------|------------------------|---------|--------------------|--------------|------------|--------------------------|-----------------|------------------------|----|-------|
| RODRIGUEZ | | J | | XX-XXXX | | E XXX-XX-XXXX | | 71/0 | | K007 | | B 01 01 | | | |
| Name of Assigned Carrier | | | | Finance Number | | Social Security Number | | | | Des/Act | Rt. No. | FLSA | Yr. | PP | |
| WK | Actual Mkly Hrs | Days Assigned Carrier Absent (codes on reverse) | | | Daily Overtime | Training Hours | COP Hrs | Limited Dty Hrs | Relief Hours | Rte Dev | GT Veh | Miles Omit | XMAS ASSIST WORK HOURS | | |
| 1 | 45.02 | Sat. | Mon. | Tue. | Wed. | Thur. | Fri. | Hrs 100s | Hrs 100s | Hrs 100s | Hrs 100s | Hrs 100s | Hrs 100s | | |
| 2 | 43.08 | V | K | | | | | Hrs 100s | Hrs 100s | Hrs 100s | Hrs 100s | Hrs 100s | 15.50 | | |
| Hours entered in XMAS ASSIST work hours block | | | | Week 1 Information | | | | Week 2 Information | | | | | | | |
| | | | | Des/Act | Name of Relief Carrier | S S N | | Actual Mkly Hrs | Tr | No EN | Whole Miles Dev + Omit - | | Actual Mkly Hrs | Tr | No EN |
| | | | | 76/0 | Black D | 567-89-0123 | | 08.00 | 1 | | | | | | |
| | | | | | | | | Hrs 100s | | | | | | | |
| | | | | | | | | Hrs 100s | | | | | | | |
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| | | | | | | | | Hrs 100s | | | | | | | |
| This certifies that the above carrier rendered service in compliance with Postal regulations | | | | Postmaster's Signature | | | | Date | | | | Carrier Initial | | | |
| | | | | <i>R. Larquin</i> | | | | 12/29/00 | | | | JR | | | |

Exhibit 4. REGULAR CARRIER WORKS DESIGNATED HOLIDAY

1. Regular carrier's relief day is Monday. Carrier works the designated holiday on Saturday, December 23rd.
2. Enter V on Saturday of week 2.
3. Include hours worked on the designated holiday in Actual Weekly Hours.
4. Carrier is not entitled to an X day for working the holiday.
5. Carrier works 8.00 hours on designated holiday.
6. Carrier works 7.50 hours on Tuesday, December 26th.
7. Enter the total hours for Saturday and Tuesday – 15.50 hours in the XMAS ASSIST WORK HOURS block.
8. No manual computation for Christmas overtime is necessary. This is automatically computed. Do not enter Christmas overtime in the daily overtime block.
9. Carrier will receive 150% of one day's evaluation for working the designated Christmas holiday. **NOTE:** Regular rural carriers cannot work on Monday, December 25th.

| | | | | | | | | | | | | | | | |
|--|------------------------|---|------|-----------------|------|------------------------|----------------|----------------|------------|------------------------|--------------|--------------------|-----------------|-------------|------------------------|
| BROWN | | L | | XX-XXXX | | E XXX-XX-XXXX | | 71/0 | K009 | B | 00 | 26 | | | |
| Name of Assigned Carrier | | | | Finance Number | | Social Security Number | | Des/Act | Rt. No. | FLSA | Yr. | PP | | | |
| WK | Actual Wkly Hrs | Days Assigned Carrier Absent (codes on reverse) | | | | | Daily Overtime | Training Hours | COP Hrs | Limited Dty Hrs | Relief Hours | Rte Dev | GT Veh | Miles Omit | XMAS ASSIST WORK HOURS |
| | Hrs 100s | Sat. | Mon. | Tue. | Wed. | Thur. | Fri. | Hrs 100s | Hrs 100s | Hrs 100s | Hrs 100s | | | | Hrs 100s |
| 1 | 43.50 | | | | K | | | | | | | | | | |
| 2 | 42.92 | | | | K | | | | | | 025 | | | 07.00 | |
| Week 1 Information | | | | | | | | | | | | Week 2 Information | | | |
| Des/Act | Name of Relief Carrier | S S N | | Actual Wkly Hrs | Tr | No EM | EM | Whole Miles | | Actual Wkly Hrs | Tr | No EM | EM | Whole Miles | |
| | | | | Hrs 100s | | | | Dev + | Omit - | Hrs 100s | | | | Dev + | Omit - |
| 78/0 | Eng 3 | 67890-1234 | | 0808 | 1 | | | | | 08.92 | 1 | | | | |
| | | | | Hrs 100s | | | | | | Hrs 100s | | | | | |
| | | | | Hrs 100s | | | | | | Hrs 100s | | | | | |
| | | | | Hrs 100s | | | | | | Hrs 100s | | | | | |
| | | | | Hrs 100s | | | | | | Hrs 100s | | | | | |
| This certifies that the above carrier rendered service in compliance with Postal regulations | | | | | | | | | | Postmaster's Signature | | Date | Carrier Initial | | |
| | | | | | | | | | | <i>R. Langman</i> | | 12/16/02 | dB | | |

REGULAR RURAL CARRIER TIME CERTIFICATE

Exhibit 5. REGULAR CARRIER PROVIDES CHRISTMAS ASSISTANCE

- Carrier works 7 hours of Christmas assistance on the relief day Wednesday, Week 2 and uses a personal vehicle for 25 miles.
- Enter 7 hours in XMAS ASSIST WORK HOURS. Do not include in the total work hours for the week on Form 1314.
- Enter the 25 miles traveled on the relief day in whole miles in the Route Deviation block.
- No manual computation for Christmas overtime is necessary. This is automatically computed. Do not enter Christmas overtime in the Daily Overtime block.

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|--|-----------------|---|------------------------|----------------|--|------------------------|----------------|----------------|---------|------------------------|--------------|-----------------|----------|------------|------------------------|-------------|--|--|
| KENT | | B | | XX-XXXX | | E XXX-XX-XXXX | | 71/0 | K011 | A | 00 | 26 | | | | | | |
| Name of Assigned Carrier | | | | Finance Number | | Social Security Number | | | | Des/Act | Rt. No. | FLSA | Yr. | PP | | | | |
| WK | Actual Wkly Hrs | Days Assigned Carrier Absent (codes on reverse) | | | | | Daily Overtime | Training Hours | COP Hrs | Limited Dty Hrs | Relief Hours | Rte Dev | GT Veh | Miles Omit | XMAS ASSIST WORK HOURS | | | |
| 1 | 39.88 | R | | | | 00.32 | | | | | | | | | | | | |
| 2 | 35.08 | K | | | | | | | | | | | | 06.00 | | | | |
| washed 8.32 hours | | Des/Act | Name of Relief Carrier | S S N | | Actual Wkly Hrs | Tr | No EN | EN | Whole Miles | | Actual Wkly Hrs | Tr | No EN | EN | Whole Miles | | |
| | | 78/0 | Kay N | 679-84-5671 | | | | | | | | | 08.75 | 1 | | | | |
| | | | | | | | | | | | | | | | | | | |
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| This certifies that the above carrier rendered service in compliance with Postal regulations | | | | | | | | | | Postmaster's Signature | | | Date | | Carrier Initial | | | |
| | | | | | | | | | | R. Harju | | | 12/15/12 | | B/S | | | |

Exhibit 6. FLSA CODE A REGULAR CARRIER

1. A regular carrier whose FLSA code is "A" is paid by the hour. Overtime is paid for all hours over 8 in a day or 40 in a week.
2. Carrier works 8.32 hours on Tuesday of Week 1. Enter 0.32 hours in the Daily Overtime block.
3. Carrier works relief day (Saturday) in Week 1. Include these hours in Actual Weekly Hours. Carrier is paid for these hours, so **no X day is due**.
4. Carrier works 39.88 total hours in Week 1.
5. Carrier works Christmas assistance on the relief day on the second Saturday. Record the Christmas assistance time in the XMAS ASSIST WORK HOURS block. Do not add to the Actual Weekly Work Hours. Overtime will only be paid if the carrier exceeds 40 hours for the week.
6. No manual computation for Christmas overtime is necessary. This is automatically computed. Carrier will receive 0.32 hours of overtime in Week 1 and 1.08 hours of overtime (35.08 + 06.00 = 41.08 hours) in Week 2.

| | | | | | | | | | | | | | | | | | | | | | | | | | | | |
|--|-----------------|------------------------|------|------|------|-------|-------|------|------------|------------------------|------------|------------------------|------------|--------------------------|------------|-----------------|--|--------------------|-------|--------------------------|------------|--------|--|------------|--|------------------------|--|
| ANDERS | | | | | | | | | | W | | XX-XXXX | | E XXX-XX-XXXX | | 74/0 | | J002 | | P | | 01 | | 01 | | | |
| Name of Assigned Carrier | | | | | | | | | | Finance Number | | Social Security Number | | | | Des/Act | | Rt. No. | | FLSA | | Yr. | | PP | | | |
| Days Assigned Carrier Absent (codes on reverse) | | | | | | | | | | Daily Overtime | | Training Hours | | COP Hrs | | Limited Dty Hrs | | Relief Hours | | Rte Dev | | GT Veh | | Miles Omit | | XMAS ASSIST WORK HOURS | |
| WK | Actual Wkly Hrs | | Sat. | Mon. | Tue. | Wed. | Thur. | Fri. | Hrs 100s | | Hrs 100s | | Hrs 100s | | Hrs 100s | | | | | | Hrs 100s | | | | | | |
| 1 | 40 72 | | | | | | | | Hrs 100s | | Hrs 100s | | Hrs 100s | | Hrs 100s | | | | | | Hrs 100s | | | | | | |
| 2 | 42 50 | | | J | | | | | Hrs 100s | | Hrs 100s | | Hrs 100s | | Hrs 100s | | | | | | Hrs 100s | | | | | | |
| | | | | | | | | | | Week 1 Information | | | | | | | | Week 2 Information | | | | | | | | | |
| Des/Act | | Name of Relief Carrier | | | | S S N | | | | Actual Wkly Hrs | | Tr | No EN | Whole Miles Dev + Omit - | | Actual Wkly Hrs | | Tr | No EN | Whole Miles Dev + Omit - | | | | | | | |
| | | | | | | | | | | Hrs 100s | | | | | | Hrs 100s | | | | | | | | | | | |
| | | | | | | | | | | Hrs 100s | | | | | | Hrs 100s | | | | | | | | | | | |
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| | | | | | | | | | | Hrs 100s | | | | | | Hrs 100s | | | | | | | | | | | |
| This certifies that the above carrier rendered service in compliance with Postal regulations | | | | | | | | | | Postmaster's Signature | | | | Date | | | | Carrier Initial | | | | | | | | | |
| | | | | | | | | | | <i>R. Hansen</i> | | | | 12/30/02 | | | | WHT | | | | | | | | | |

Exhibit 7. DESIGNATION 74 WORKS DESIGNATED HOLIDAY

1. RCA is assigned to a vacant regular J route, with a relief day on Monday of week 2.
2. Carrier works the designated Christmas holiday on Saturday, December 23rd.
3. Do not enter V or H for working the Christmas holiday. Designation 74s are not entitled to holiday leave pay. Saturday is a regular workday.
4. Include hours worked on Saturday of week 2 in Actual Weekly Hours.
5. Replacement carrier is not needed to crossfoot the card for the second week.

| | | | | | | | | | | | | | | | | | | | | | | | |
|--|-----------------|---|------|----------------|------|-----------------|----------------|------------------------|---------|-----------------|--------------|--------------------------|--------|-----------------|------------------------|--------------------|------------|------------|------------|--------------------------|------------|--|--|
| PETERS | | T | | XX-XXXX | | E XXX-XX-XXXX | | 74/0 | | R034 | | P | | 01 01 | | | | | | | | | |
| Name of Assigned Carrier | | | | Finance Number | | | | Social Security Number | | | | Des/Act | | Rt. No. | | FLSA | | Yr. | | PP | | | |
| WK | Actual Wkly Hrs | Days Assigned Carrier Absent (codes on reverse) | | | | | Daily Overtime | Training Hours | COP Hrs | Limited Dty Hrs | Relief Hours | Rte Dev | GT Veh | Miles Omit | XMAS ASSIST WORK HOURS | | | | | | | | |
| | | Sat. | Mon. | Tue. | Wed. | Thur. | | | | | | | | | Fri. | Hrs 100s | Hrs 100s | Hrs 100s | Hrs 100s | Hrs 100s | Hrs 100s | | |
| 1 | 36.52 | | | | | | | | | | | | | | 07.00 | | | | | | | | |
| 2 | 33.92 | | | | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | | | Week 1 Information | | | | Week 2 Information | | | | | | | |
| Des/Act | | Name of Relief Carrier | | S S N | | Actual Wkly Hrs | | Tr | | No EN | | Whole Miles Dev + Omit - | | Actual Wkly Hrs | | Tr | | No EN | | Whole Miles Dev + Omit - | | | |
| 78/0 | | Turner P | | 789-01-2345 | | 08.00 | | 1 | | | | | | 09.00 | | 1 | | | | | | | |
| | | | | | | Hrs 100s | | | | | | | | Hrs 100s | | | | | | | | | |
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| | | | | | | Hrs 100s | | | | | | | | Hrs 100s | | | | | | | | | |
| This certifies that the above carrier rendered service in compliance with Postal regulations | | | | | | | | | | | | Postmaster's Signature | | | | Date | | | | Carrier Initial | | | |
| | | | | | | | | | | | | <i>[Signature]</i> | | | | 12/24/02 | | | | TP | | | |

Exhibit 8. DESIGNATION 74 PROVIDES CHRISTMAS ASSISTANCE ON RELIEF DAY

1. RCA is assigned to a vacant regular K route, with a relief day of Saturday.
2. On the first Saturday, the Designation 74 carrier provides Christmas assistance for 7 hours. The replacement carrier works the route the entire day.
3. Enter K for the first Saturday.
4. Enter 7.00 hours in the XMAS ASSIST WORK HOURS block. Do not include these hours in the Actual Wkly Hrs block.
5. Enter appropriate information for relief carrier in bottom section of time certificate.

| | | | | | | | | | | | | | | | | | | | |
|--|------------------------|-----------|----------------|------------------------|----|-------|----|------------------------|------|-------|-----|--------------------|--------------|---------|-----|--------------------|------|------------------------|-----|
| HAMMOND L | | | | XX-XXXX | | | | XXX-XX-XXXX | | | | 78/0 K001 | | P | | 00 26 | | | |
| Name of Assigned Carrier | | | | Finance Number | | | | Social Security Number | | | | Des | | Rt. No. | | FLSA | | | |
| WK | Actual Wkly Work Hours | Work Days | Training Hours | Equipment Allowance | | | | Leave-Whole Hours | | | | Travel Hours | N-No Service | | | | | Xmas Assist Work Hours | |
| | | | | Hrs | Tr | Miles | GT | Ann | Sick | Other | COP | | Sat | Mon | Tue | Wed | Thur | | Fri |
| 1 | Hrs 100s | | Hrs 100s | 06 | 2 | 080 | | | | | | Hrs 100s | | | | | | 10.00 | |
| 2 | Hrs 100s | | Hrs 100s | 03 | 1 | 040 | | | | | | Hrs 100s | | | | | | 04.50 | |
| | | | | Name of Relief Carrier | | | | SSN | | | | Week 1 Information | | | | Week 2 Information | | | |
| Des | | | | Actual Wkly Hrs | | | | Equip. Allow | | | | Actual Wkly Hrs | | | | Equip. Allow | | | |
| | | | | Hrs 100s | | | | Hrs Tr Miles GT | | | | Hrs 100s | | | | Hrs Tr Miles GT | | | |
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| This certifies that the above carrier rendered service in compliance with Postal regulations | | | | Postmaster's Signature | | | | Date | | | | Carrier Initial | | | | | | | |
| | | | | <i>R. Ferguson</i> | | | | 12/15/00 | | | | LH | | | | | | | |

AUXILIARY RURAL CARRIER TIME CERTIFICATE

EDM-7833

Exhibit 9. REPLACEMENT CARRIER PROVIDES CHRISTMAS ASSISTANCE ON A REGULAR ROUTE

1. Regular carrier on Route K001 carries his route on regularly scheduled day.
2. Replacement carrier provides Christmas assistance on Route K001 for 3.25 hours on Tuesday, Week 1, 6.75 hours on Friday, Week 1, and 4.50 hours on Saturday, Week 2.
3. On each of these days, the replacement carrier spends 3 hours on the street and travels 40 miles each day (in his/her own vehicle).
4. Prepare Form 1314-A using the actual route number (K001) on which service was performed.
5. Enter 10.00 hours in the XMAS ASSIST WORK HOURS block for week 1, and 4.50 hours for week 2. Do not include these hours in Actual Wkly Work Hours.
6. Enter EMA data in the appropriate Equipment Allowance blocks.
7. Do not enter any information to the bottom (relief carrier) section of the card.
8. If the replacement carrier provides Christmas assistance on more than one regular route, complete a separate Form 1314-A for each route on which Christmas assistance is provided.

| Sharp T | | | | | | | | | | XX-XXXX | | | | XX-XX-XXXX | | | | 99/0 | | J029 | | P | | 00 | | 26 | |
|--|------------------------|------|-----------|----------------|------|---------------------|----|-------|-------------------|---|------|-------------|--------------|--------------------|-----|-------------|-----|------|------------------------|------------------|-----|-----------------------|------|----|--|----|--|
| WK | Actual Wkly Work Hours | | Work Days | Training Hours | | Equipment Allowance | | | Leave-Whole Hours | | | | Travel Hours | No Service | | | | | Xmas Assist Work Hours | | | | | | | | |
| | Hrs | 100s | | Hrs | 100s | Hrs | Tr | Miles | GT | Ann | Sick | Other | | COP | Sat | Mon | Tue | Wed | | Thur | Fri | Hrs | 100s | | | | |
| 1 | | | | | | 04 | 2 | 026 | | | | | | | | | | | | | | | | | | | |
| 2 | | | | | | 06 | 3 | 054 | | | | | | | | | | | | | | | | | | | |
| | | | | | | | | | | Week 1 Information | | | | Week 2 Information | | | | | | | | | | | | | |
| | | | | | | | | | | Actual Wkly Hrs | | Equip Allow | | Actual Wkly Hrs | | Equip Allow | | | | | | | | | | | |
| | | | | | | | | | | Hrs | | Hrs | | Hrs | | Hrs | | | | | | | | | | | |
| | | | | | | | | | | 100s | | 100s | | 100s | | 100s | | | | | | | | | | | |
| | | | | | | | | | | Hrs | | Hrs | | Hrs | | Hrs | | | | | | | | | | | |
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| | | | | | | | | | | Hrs | | Hrs | | Hrs | | Hrs | | | | | | | | | | | |
| | | | | | | | | | | 100s | | 100s | | 100s | | 100s | | | | | | | | | | | |
| | | | | | | | | | | Hrs | | Hrs | | Hrs | | Hrs | | | | | | | | | | | |
| | | | | | | | | | | 100s | | 100s | | 100s | | 100s | | | | | | | | | | | |
| This certifies that the above carrier rendered service in compliance with Postal regulations | | | | | | | | | | Postmaster's Signature <i>R. Larquin</i> | | | | | | | | | | Date 12/15/00 | | Carrier Initial TS | | | | | |
| AUXILIARY RURAL CARRIER TIME CERTIFICATE | | | | | | | | | | | | | | | | | | | | | | EDM-7833 | | | | | |

Exhibit 11. NON-RURAL EMPLOYEE PROVIDES CHRISTMAS ASSISTANCE ON RURAL ROUTE (EMA ONLY)

1. Clerk works as a Christmas auxiliary assistant on Route J029 and provides her or his own vehicle.
2. Complete Form 1314-A, using Designation Code 99 and the route number of the regular route. (Use A998 if assistance is provided on an auxiliary route.)
3. Enter the hours, trips, and miles in the Equipment Allowance blocks.
4. Do not enter any Actual Wkly Work Hours or XMAS ASSIST WORK HOURS. Work hours for non-rural employees are paid using their regular timekeeping system (e.g., manual timecards, ETC, PSDS).
5. If Christmas assistance is provided on more than one regular route, complete a separate Form 1314-A for each employee and for each route on which they provide Christmas assistance.
6. If Christmas assistance is provided on more than one auxiliary route, combine the EMA data and enter the totals on one Form 1314-A using route number A998.

USPS Supports the National Drunk and Drugged Driving Prevention Month

You Drink & Drive, You Lose

The United States Postal Service supports National Drunk & Drugged Driving (3D) Prevention Month and the National Highway Traffic Safety Administration's (NHTSA's) *You Drink & Drive, You Lose* campaign. The campaign was created to help reach the national goal of reducing alcohol-related traffic fatalities by the year 2005. The campaign targets high-risk populations such as 21- to 34-year-olds, those with a high blood alcohol content, repeat offenders, and underage drinkers between the ages of 15 and 20.

By enhancing public awareness through partnerships and coalitions, coupled with highly visible law enforcement, *You Drink & Drive, You Lose* offers communities a framework to support current impaired driving and zero-tolerance laws and prevention programs. Campaign partners include the National Drunk & Drugged Driving Prevention Month Coalition, International Association of Chiefs of Police, Operation CARE (Combined Accident Reduction Effort), National Sheriffs' Association, National Organization of Black Law Enforcement Executives, and National Association of Governors' Highway Safety Representatives.

"Lights on for Life" Day and National Holiday Lifesavers Weekend

"Lights on for Life" Day kicks off the National Holiday Lifesavers Weekend. On December 15, 2000, motorists across the country are asked to use their vehicle headlights during daytime driving to show their support for preventing impaired driving.

National Holiday Lifesaver Weekend is held December 15–17. This weekend provides the law enforcement community with the opportunity to publicize their enforcement activities and stop impaired drivers before they injure or kill someone as well as educate sober drivers about the consequences of impaired driving.

A "Lights on for Life" Day and National Holiday Lifesavers Weekend poster is included on page 169 of this *Postal Bulletin*.

National Drunk and Drugged Driving Prevention Month Coalition

The National Drunk and Drugged Driving (3D) Prevention Month Coalition was founded in 1991 and is a national public-private coalition devoted to preventing impaired driving crashes. The Coalition includes representatives of the federal government, highway safety, public health, law enforcement, the military, and business.

— *Safety and Health, 11-30-00*

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“Lights on for Life” Day and National Holiday Lifesavers Weekend

National Drunk & Drugged Driving Prevention Month

“Lights on for Life” Day kicks off the National Holiday Lifesavers Weekend during National Drunk & Drugged Driving Prevention Month. On December 15, 2000, motorists across the country are asked to use their vehicle headlights during daytime driving to show their support for preventing impaired driving.

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PLEASE POST ON ALL BULLETIN BOARDS

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Retail

Information Transfer Unit Returns: Final Notification

Retail specialists and SSPC technicians are reminded that all Ardac validator re-profiles must be completed and the Information Transfer Unit (ITU) must be returned before January 10, 2001. ITUs not returned by that date will be assessed the announced \$1,000 charge. These charges will be made against the shipping Fedstrip identified when the units were distributed in July–August, 2000.

Returns must be made in the original packaging and include the Fedstrip number. Return the unit(s) to:

NRFI PROCESSING CENTER TMDC
7215 SW TOPEKA BLVD BLDG 8
TOPEKA KS 66624-9608

— *Self Service, Retail, Consumers,
and Small Business, 11-30-00*

CLARIFICATION

Commercial Mail Receiving Agency Regulations

This is to clarify that Commercial Mail Receiving Agencies (CMRAs) can accept international mail that bears the proper customs declaration as outlined in the *International Mail Manual* for each country. The CMRAs are

responsible for taking such mail pieces to the post office for acceptance.

— *Retail Operations, Retail,
Consumer and Small Business, 11-30-00*

REMINDER

Pro-Lite Sign for 1-Cent Stamps in Vending Machines

One-cent *Kestrel* stamp packets are now available for sale in vending machines and must be ordered via PS Form 17, *Stamp Requisition*, from your stamp distribution office (SDO). To encourage customers to purchase 1-cent

stamps before the rate change, the Pro-Lite rotating sign on commodity machines and booklet/stamp combination machines must be changed to read:

“In a Hurry? Buy 1c Stamps Here”

— *Self Service, Retail,
Consumer and Small Business, 11-30-00*

REMINDER

Insurance and Delivery Confirmation

With the holiday mailing season here, this is a reminder that postmasters who serve customers and retail sales and services associates/clerks should offer our customers both insurance and delivery confirmation. This will ensure our customer's peace of mind and add value to the organization.

— *Retail Operations Support, Retail,
Consumer and Small Business, 11-30-00*

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Postal Bulletin Distribution

The GPO distributes the *Postal Bulletin* for the Postal Service to all postal facilities except classified stations and branches, contract postal units, and detached mail units, which receive copies from their administrative post office. The *Postal Bulletin* is also available online at <http://www.usps.com> (click on *Info*, then *Postal Periodicals and Publications*).

If your postal facility has access to cc:Mail, you may send a request for a new subscription order, an address and/or quantity change, or a subscription query to the

cc:Mail address POSTAL BULLETIN. If you are using another email product, you can use the Internet email address pbulleti@email.usps.gov.

If you do not have access to email, you may complete the order form and mail it to:

ATTN POSTAL BULLETIN
 US POSTAL SERVICE
 475 L'ENFANT PLZ SW RM 2800
 WASHINGTON DC 20260-1540

Either way you send it, please include the "POO" subscription number from your address label.

Postal Service Orders for Postal Bulletin

- New Order Change of Address/Quantity
(Include *Postal Bulletin* mailing label.)

Attention Line _____

Postal Facility Name _____

Delivery Address _____

City _____ State _____ ZIP+4 _____

Person to Contact
 (_____)

Daytime Telephone _____

Current Quantity _____ New Quantity _____

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

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

ATTN POSTAL BULLETIN
 US POSTAL SERVICE
 475 L'ENFANT PLZ SW RM 2800
 WASHINGTON DC 20260-1540

All other facilities should contact their administrative post office.

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MATERIAL DISTRIBUTION CENTER
 ATTN SUPPLY REQUISITIONS
 500 GARY ORMSBY DR
 TOPEKA KS 66624-9602

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- New Order Change of Address
(Include *Postal Bulletin* mailing label.)

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Company Name _____

Delivery Address _____

City _____ State _____ ZIP+4 _____
 (_____)

Daytime Telephone _____

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Subscription Orders: 202-512-1800

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

Single Copies (back to 16 issues): Domestic - \$7.50; International - \$9.38

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GPO deposit account

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Check/money order payable to: Superintendent of Documents

VISA  MasterCard 

Credit Card Number _____ Expiration Date _____

Signature _____

Mail Completed Form and Payment To:

SUPERINTENDENT OF DOCUMENTS
 US GOVERNMENT PRINTING OFFICE
 PO BOX 371954
 PITTSBURGH PA 15250-7954



475 L'ENFANT PLAZA SW
WASHINGTON DC 20260-1540

First-Class Mail
Postage & Fees Paid
USPS
Permit No. G-10

Now we've made paying bills online
as secure as paying them by mail.

Introducing USPS eBillPay.

USPS eBillPay



Now you can receive and pay bills online with the people you've always trusted to deliver to your mailbox—the U.S. Postal Service. Because even if our delivery methods change, our secure, reliable service stays the same.

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www.usps.com

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