

# POSTAL BULLETIN

PUBLISHED SINCE MARCH 4, 1880

PB 22080, JULY 11, 2002



Do you think your child is safe at home...



on the computer



talking with this person?

Approximately one in five children received a sexual solicitation or approach over the Internet in the past year.

If you suspect child exploitation, report it to the National Center for Missing & Exploited Children.

1-800-THE-LOST 1-800-843-5678

[www.cybertipline.com](http://www.cybertipline.com)



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The *Postal Bulletin* is also available on the World Wide Web at <http://www.usps.com/cpim/ftp/bulletin/pb.htm> for customers and at <http://blue.usps.gov> for employees.

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



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

PB 22080: 7690-05-000-4845	PB 22074: 7690-05-000-4839	PB 22067: 7690-04-000-5674	PB 22060: 7690-04-000-5667
PB 22079: 7690-05-000-4844	PB 22073: 7690-05-000-4838	PB 22066: 7690-04-000-5673	PB 22059: 7690-04-000-5666
PB 22078: 7690-05-000-4843	PB 22072: 7690-05-000-4837	PB 22065: 7690-04-000-5672	PB 22058: 7690-04-000-5665
PB 22077: 7690-05-000-4842	PB 22071: 7690-05-000-4836	PB 22064: 7690-04-000-5671	PB 22057: 7690-04-000-5664
PB 22076: 7690-05-000-4841	PB 22070: 7690-05-000-4835	PB 22063: 7690-04-000-5670	PB 22056: 7690-04-000-5663
PB22075A: 7690-05-000-5051	PB 22069: 7690-05-000-4834	PB 22062: 7690-04-000-5669	PB 22055: 7690-04-000-5662
PB 22075: 7690-05-000-4840	PB 22068: 7690-04-000-5675	PB 22061: 7690-04-000-5668	PB 22054: 7690-04-000-5661

## Child Alert Program

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July 2002

### Have You Seen Any of These Missing Children?

Please participate in the NALC/USPS Child Alert Program. Tear out this page and carry it with you. If you have information on any of these missing persons, tell your postal supervisor.



**Chanei Ruff**  
Born: 8-13-96  
Date Missing: 4-3-02  
Missing From: Gulf Breeze, FL



**Yansis Juarez**  
Born: 8-16-86  
Date Missing: 5-5-02  
Missing From: Miami, FL



**Cecelia Cuevas**  
Born: 11-21-88  
Date Missing: 4-27-02  
Missing From: Joliet, IL



**Tiffany Fowler**  
Born: 6-10-87  
Date Missing: 4-19-02  
Missing From: Lewiston, ME



**Katie Douthit**  
Born: 6-25-86  
Date Missing: 4-5-02  
Missing From: Atlantic, IA



**Ruby Sayre**  
Born: 2-3-97  
Date Missing: 2-23-02  
Missing From: Tampa, FL

**Please call the National Center for Missing and Exploited Children  
Hot Line 1-800-843-5678  
TDD 1-800-826-7653**

### **Missing Children Poster Display Instructions**

Please display this poster prominently on bulletin boards in retail lobbies of main Post Offices, classified stations, and branches. Operators of contract postal units may display this poster at their option.

Companion posters, authorized for display on bulletin boards maintained by employee organizations, appear periodically in *The Postal Record*, a publication for members of the National Association of Letter Carriers.

This poster is published in cooperation with the National Center for Missing and Exploited Children, the United States Department of Justice, and the National Association of Letter Carriers. Information appearing on this poster is selected solely by NCMEC.

In addition to *Postal Bulletin* updates, NCMEC distributes information via broadcast fax. Notification of newly reported missing children is sent to designated district "Missing Children" coordinators at fax numbers provided by district managers. Within 24 hours of receipt of a facsimile Missing Children poster, district coordinators should distribute copies to all postal facilities in their districts. Missing Children posters are to be displayed for 30 days in Post Office lobbies, workroom floor areas, and other postal facilities, unless notification is received (from NCMEC) to remove a particular poster sooner. The broadcast fax network is used to distribute posters and information in only the most urgent cases of missing and exploited children. This system supplements, but does not replace, the missing children information in this *Postal Bulletin*.

Missing Children posters are available to the U.S. Postal Service only as described above. If postal employees are contacted by individuals or local agencies about displaying a sign or poster of a missing child in local Post Offices, the individual or agency should be politely informed that the U.S. Postal Service displays only those posters provided by NCMEC, because it has been designated by the U.S. Department of Justice to be the national clearinghouse and resource center for missing and exploited children. The individual or agency should then be referred to NCMEC at 1-800-843-5678.

July 2002

## Have You Seen Any of These Missing Children?

Please participate in the NALC/USPS Child Alert Program. Tear out this page and carry it with you. If you have information on any of these missing persons, tell your postal supervisor.



**Audrey Allen**  
 Born: 9-29-86  
 Date Missing: 5-16-02  
 Missing From: Plantation, FL



**Monique Thompson**  
 Born: 11-29-85  
 Date Missing: 5-3-02  
 Missing From: District Heights, MD



**Anna Luong**  
 Born: 2-23-89  
 Date Missing: 3-26-02  
 Missing From: East Boston, MA



**Jean Gibson**  
 Born: 10-23-84  
 Date Missing: 4-23-02  
 Missing From: Kissimmee, FL



**Hilda Torres**  
 Born: 9-17-85  
 Date Missing: 4-11-02  
 Missing From: Kansas City, KS



**Heather Markham**  
 Born: 2-4-86  
 Date Missing: 4-11-02  
 Missing From: Richmond, VA



**Aisha Abdul Malik**  
 Born: 3-20-85  
 Date Missing: 3-22-02  
 Missing From: Herndon, VA

**Please call the National Center for Missing and Exploited Children  
 Hot Line 1-800-843-5678  
 TDD 1-800-826-7653**

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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

#### Handbooks

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
HBK MS-144 Vol. E	1	3/2002	Multiline Optical Character Reader/Input Subsystem, (MLOCR-B/ISS) with Manual Mail Mod, Parts Information	7610-05-000-4878	POM	ENG	MDC	R

#### Forms

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 8124	6/2002	6/2002	Award Report	N/A	PS	SH	FIN	IWEB	N/A
PS 8230-X	6/2002	6/2002	Authorization for Payment	N/A	TST	SH	FIN	HQO	N/A

#### Management Instructions

PSIN	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
MI PO-610-2002-2	6/2002	Treasury Check Processing Standard Operating Procedures	N/A	POM	NOM	IWEB	N/A

### Revised

#### Handbooks

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
HBK IS-702		7/1/2002	Postal Police Officer's Guide	N/A	ISM	IS	R	N/A
HBK MS-47		12/31/2001	Housekeeping — Postal Facilities	7610-03-000-9319	ASM	ENG	MDC	N/A
HBK MS-138-Vol. A	4	4/2002	Change 4 to MS-138, Vol. A	7610-05-000-4901	POM	ENG	MDC	R
HBK MS-141 Vol. B	4	5/2002	Dual Pass Rough Cull System (DPRCS), Parts Information	7610-04-000-1007	POM	ENG	MDC	R
HBK MS-197	2	4/2002	Mailing Evaluation Readability Lookup Instrument, MERLIN	7610-05-000-4500	POM	ENG	MDC	R

#### Forms

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 8190	6/2002	6/2002	USPS-NALC Joint Step A Grievance Form	7510-05-000-4168	PS	SH	LR	MDC/IWEB	N/A

*Notices*

PSIN	Edition Date	Title	Size (Inches)	Stock Number	Unit of Issue	Org.	USPS Source	Public Source
NOT 123	6/30/2002	Ratefold	8 1/2 x 11	7610-03-000-9257	EA	P&PD	MDC	P/F

*Publications*

PSIN	TL	Edition Date	Title	Stock Number	Manual Relation	Org.	USPS Source	Public Source
PUB 108		5/2002	Threat Assessment Team Guide	7610-04-000-0991	ELM	ER&M	MDC	N/A
PUB 247		5/2002	Supply and Equipment Catalog	7610-02-000-7982	ASM	P&M	MDC	MDC

**Obsolete***Handbooks*

PSIN	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
HBK AS-813	12/1995	Postmaster Tracking System User Guide	7610-03-000-6290	GR	HAQ	N/A

*Forms*

PSIN	Edition Date	Oldest Usable Date	Title	Stock Number	Where Used	Unit of Issue	Org.	USPS Source	Public Source
PS 8124-X	7/1/1992	7/1992	Contest Award Report	7530-03-000-1124	PS	SH	FIN	HQO	N/A
PS 1480	1/1991	1/1991	Acceptance checklist for Non-IRM Developed systems	7530-03-000-0630	HQ	SH	IT	HQO	N/A

*Management Instructions*

PSIN	Edition Date	Title	Stock Number	Org.	USPS Source	Public Source
MI AS-840-88-12	8/31/1988	Free Trial Loans of ADP Hardware and/or Software	7610-03-000-3796	IT	MDC	N/A

— *Policies and Procedures Information, Public Affairs and Communications, 7-11-02*

*CORRECTION*

## **Guidelines — Obtaining and Evaluating Information Technology Hardware and Software Products for a Trial Period**

*Postal Bulletin 22079* (6-27-02, page 3) listed the number for the management instruction titled *Obtaining and Evaluating Information Technology Hardware and Software Products for a Trial Period* as MI-AS-840-2002-6.

**The correct number for the MI is AS-860-2002-6.**

—*Technology Support,  
Information Technology, 7-11-02*



ASM REVISION

**Lock Requirements**

Effective July 11, 2002, *Administrative Support Manual* (ASM) 13 is revised to add part 278, which includes sections 278.1, 278.11, 278.12, and 278.2. We added the new part to include guidelines for ordering and deploying Arrow™ locks and modified Arrow locks. The deployment of locks and proper security procedures help reduce the risk of mail theft.

We will incorporate this revision into the printed version of ASM 14 and into an incremental update of the online ASM 13, which is accessible through the Postal Service PolicyNet page on the intranet at <http://blue.usps.gov/cpim>; click on *Manuals*.

**Administrative Support Manual (ASM)**

	*	*	*	*	*
<b>2</b>	<b>Audits and Investigations</b>				
	*	*	*	*	*
<b>27</b>	<b>Security</b>				
	*	*	*	*	*

[Add part 278, which includes sections 278.1, 278.11, 278.12, and 278.2, to read as follows:]

**278 Mail Security During Collection and Delivery**

The use of appropriate equipment and procedures helps to protect the mail from theft. The Postal Inspection Service provides security guidelines to protect the mail from theft during the collection and delivery of mail.

**278.1 Use of Locks and Keys**

**278.11 Arrow Locks**

The Postal Service uses Arrow™ locks to secure collection and relay boxes, apartment panels, outdoor parcel lockers, cluster box units (CBU), and neighborhood delivery and collection box units (NDCBU). To order Arrow locks, submit PS Form 4983, *Postal Key and Lock Requisition*, to the Mail Equipment Shop (MES). The MES works with the Inspection Service to ensure that all requests to deploy lock combinations (also referred to as lock series) are based on a need to minimize the risk of mail theft.

**278.12 Modified Arrow Locks**

Modified Arrow locks (MALs) with high security cylinders are available. These locks are for use in areas that sustain or are subject to high incidents of mail attacks or losses. MALs are designed to deter counterfeiting of keys.

To obtain approval to order and deploy these locks, you must make a special request to the Inspection Service, Security Group, and Headquarters Delivery Support. Due to the significant cost of deploying these locks, in your request, you must explain the reason(s) for requesting MALs. The Inspection Service and Delivery Support require postmasters (or their designees) to submit a deployment plan that must address:

- a. Possible use of multiple lock series for each ZIP Code.
- b. Use of three-point locking bars for collection boxes.
- c. A system for key accountability for modified Arrow locks keys. (*Note:* Regular Arrow locks, MALs, and the keys for those locks are items for which you will be held accountable.)
- d. A system to ensure that MALs on collection boxes and delivery boxes (e.g., CBUs, NDCBUs, outdoor parcel lockers, and apartment panels) are on different lock series in each five-digit ZIP Code. (*Note:* The Inspection Service limits the number of collection boxes, CBUs, NDCBUs, outdoor parcel lockers, and apartment panels that may be assigned to a MAL series.)

**278.2 Request for Waiver of Requirements in This Part**

A request to waive any requirement in this part must include the reason(s) for the request. The Security Group and Headquarters Delivery Support review each request and have authority to approve or deny the request. To request a waiver, submit your request to the Inspection Service, Security Group, at:

INSPECTION SERVICE SECURITY GROUP  
 US POSTAL SERVICE  
 475 L'ENFANT PLZ (WEST) SW  
 WASHINGTON DC 20260-2186

— Security Group,  
 Postal Inspection Service, 7-11-02

# Domestic Mail

## DMM REVISION

### Refunds and Exchanges for Metered Postage

Effective July 11, 2002, *Domestic Mail Manual* (DMM) P014, Refunds and Exchanges, is revised to clarify the refund policy for unused postage evidencing system indicia on mailpieces or labels.

- Acceptable documentation to prove that the person or entity submitting the refund request is the licensee for the system includes a copy of the lease, rental agreement, or contract.
- When metered postage has been affixed to a mailpiece, the customer must submit the entire envelope or wrapper on which the meter stamp is printed or a label bearing a meter stamp is attached, with the refund request.
- When customers submit loose indicia that are not affixed to a mailpiece for refund, the indicia must not be stapled together or attached to any paper or other medium.
- When a request for a refund is denied, the manager of Postage Technology Management will process an appeal only if the meter indicia contain a date and the original meter indicia are submitted with the appeal, and the appeal is submitted within 30 days of the original decision. The customer must process any appeal of a decision on metered postage lacking a date through the postmaster to the rates and classification service center (RCSC).

We deleted text that duplicated policies stated in P014.2.5, Refunds for Metered Postage. We also clarified and amended the procedures in P014.3.1, Unused Postage Value in Postage Evidencing Systems, for handling postage meters and postage evidencing systems that are withdrawn from service. The customer must process the return through their system provider. When a system is damaged by fire, flood, or similar disaster system, it may be missing and not available for return. In such cases, the licensee may be required to provide a statement on the cause of the damage and to attest that the lost postage has not been reimbursed by insurance, or otherwise, and that the licensee will not seek such reimbursement. As additional clarification, we added that the Postal Service will not refund the postage value remaining on a postage meter or postage evidencing system when the system is withdrawn for faulty operation caused by the customer.

We will incorporate these revisions into the printed version of DMM 58 and into the monthly update of the online DMM available via Postal Explorer at [pe.usps.gov](http://pe.usps.gov).

### Domestic Mail Manual (DMM)

	*	*	*	*	*
<b>P</b>	<b>Postage and Payment Methods</b>				
<b>P000</b>	<b>Basic Information</b>				
<b>P010</b>	<b>General Standards</b>				
	*	*	*	*	*
<b>P014</b>	<b>Refunds and Exchanges</b>				
	*	*	*	*	*
<b>2.0</b>	<b>POSTAGE AND FEES REFUNDS</b>				
	*	*	*	*	*
<b>2.9</b>	<b>Ruling on Refund Request</b>				

*[Revise 2.9 to read as follows:]*

Refund requests are decided based on the specific type of postage or mailing:

- a. Metered postage, except for PC Postage systems. The postmaster at the licensing post office grants or denies requests for refunds for metered postage under 2.5 and 3.2. For dated metered postage only, the licensee may appeal a decision through the manager of Postage Technology Management, USPS Headquarters (G043). The original meter indicia must be submitted with the appeal. The appeal must be submitted within 30 days of the original decision. The customer may appeal a decision on metered postage lacking a date through the postmaster to the RCSC.
- b. PC Postage systems. The system provider grants or denies requests for refunds for indicia printed by PC Postage systems under 2.5 and 3.2, using established USPS criteria. For dated PC Postage indicia only, the licensee may appeal a decision through the manager of Postage Technology Management, USPS Headquarters. The original meter indicia must be submitted with the appeal. The appeal must be submitted within 30 days of the original decision. The

customer may appeal a decision on indicia lacking a date through the postmaster to the RCSC.

\* \* \* \* \*

**3.0 REFUND REQUEST FOR POSTAGE EVIDENCING SYSTEMS AND METERED POSTAGE**

**3.1 Unused Postage Value in Postage Evidencing Systems**

*[Revise 3.1 to read as follows:]*

The unused postage value remaining in a postage evidencing system when withdrawn from service may be refunded, depending upon the circumstance and the ability of the USPS to make a responsible determination of the actual or approximate amount of the unused postage value. If the postage evidencing system is withdrawn because of faulty operation, a final postage adjustment or refund will be withheld pending the system provider's report of the cause to the USPS and the USPS determination of whether or not a refund is appropriate and, if so, the amount of the refund. No refund is given for faulty operation caused by the licensee. When a postage evidencing system that is damaged by fire, flood, or similar disaster is returned to the provider, postage may be refunded or transferred when the registers are legible and accurate, or the register values can be reconstructed by the provider based on adequate supporting documentation. When the damaged system is not available for return, postage may be refunded or transferred only if the provider can accurately determine the remaining postage value based on adequate supporting documentation. The licensee may be required to provide a statement on the cause of the damage and to attest that there has not been reimbursement by insurance, or otherwise, and that the licensee will not seek such reimbursement. Refunds for unused postage value are granted as specified in P030.4.6, 5.7, 6.6, and 7.6 in accordance with the following procedures:

- a. All postage evidencing systems except for PC Postage systems. The postage evidencing system must be examined to verify the amount before any remaining funds are cleared from the meter, and a refund or credit is initiated for unused postage value or additional money is collected to pay for postage value used, based on what is found. Licensees may also submit their own transaction records, if any, or a system-generated register as supporting documentation.

- b. PC Postage systems. The licensee must notify the provider to withdraw the system. To determine the remaining postage value on the PC Postage system, the licensee generates a refund request indicium for transmittal to the provider for verification. A refund can be issued only when the system's postal security device (PSD) is in the provider's possession. The USPS refunds the entire unused postage value remaining on the PSD for the user's system, but the refund is issued through the licensee's provider.

**3.2 Unused Postage Evidencing System Indicia on Mailpieces or Labels**

*[Revise 3.2 to read as follows:]*

Unused postage evidencing system indicia are considered for refund only if complete, legible, and valid. The refund request must be submitted with the entire envelope or wrapper. Indicia printed on labels or tapes not stuck to wrappers or envelopes must be submitted loose and must not be stapled together or attached to any paper or other medium. If a part of the indicia is printed on one envelope or card and the remaining part on one or more others, they must be fastened together to show that they represent one indicium. Refunds are allowable for indicia on metered reply envelopes only when it is obvious that an incorrect amount of postage was printed on them. All refund requests for unused postage evidencing system indicia must include proof that the person or entity requesting the refund is the licensee for the postage evidencing system that printed the indicia. Acceptable proof includes a copy of the lease, rental agreement, or contract. Refund requests for all unused postage evidencing system indicia, except for those printed by a PC Postage system, must be submitted with PS Form 3533, *Application and Voucher for Refund of Postage and Fees*.

**3.3 Ineligible Metered Postage Items**

The following metered postage items are ineligible for refunds:

\* \* \* \* \*

*[Add new item c. Reletter existing items c and d as new items d and e, respectively:]*

- c. Loose indicia printed on labels or tape that have been stapled together or attached to paper or other medium in any manner.

\* \* \* \* \*

DMM REVISION

**Delivery Confirmation and Signature Confirmation Labels**

Effective July 11, 2002, *Domestic Mail Manual* (DMM) S918.2.0 and S919.20 are revised to replace Exhibits 2.1a. The changes are the listing of available mail classes on front of PS Forms 152 and 153. Existing label stock will be depleted.

We are also changing DMM S918.4.0 and S918.5.0 to revise the title of PS Form 3152 to *Confirmation Services Certification* and to add new language for the preparation and submission of this form.

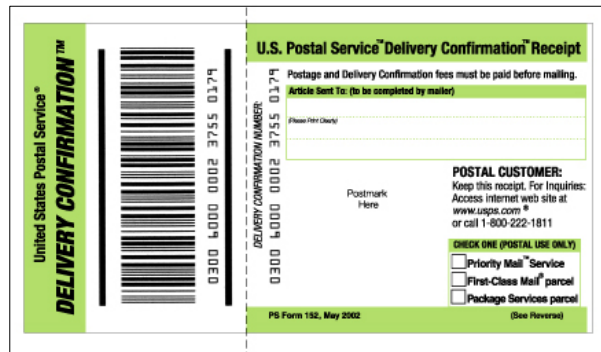
Mailers will no longer be required to submit PS Form 3152 with each mailing presented at a business mail entry unit (BMEU) or detached mail unit (DMU) for which they want either Delivery Confirmation™ or Signature Confirmation™ services. PS Form 3152 must be presented with the first Confirmation Services mailing presented by the mailer. The form must be retained in the BMEU/DMU as authorization for the mailer to use electronic Confirmation Services. The BMEU/DMU employee should note in the “Comments” section of the PERMIT system that the mailer has been approved for electronic Confirmation Services (the electronic confirmation services postage fees).

We will incorporate these revisions into the printed version of DMM 58 and into the monthly update of the online DMM available via Postal Explorer at *pe.usps.gov*.

**Domestic Mail Manual (DMM)**

	*	*	*	*	*
<b>S</b>	<b>Special Services</b>				
	*	*	*	*	*
<b>S900</b>	<b>Special Postal Services</b>				
<b>S910</b>	<b>Security and Accountability</b>				
	*	*	*	*	*
<b>S918</b>	<b>Delivery Confirmation</b>				
	*	*	*	*	*
<b>2.0</b>	<b>LABELS</b>				
<b>2.1</b>	<b>Types of Labels</b>				
	*	*	*	*	*

[Replace Exhibit 2.1a with new PS Form 152 as follows:]



\* \* \* \* \*

**4.0 ELECTRONIC FILE TRANSMISSION**

Mailers must meet the following standards for electronic file transmission:

[Revise the last sentence of item a to read as follows:]

\*\*\*Upon certification, the USPS will issue the mailer a PS Form 3152, *Confirmation Services Certification*.

\* \* \* \* \*

**5.0 ACCEPTANCE**

Customers must meet the following requirements when presenting electronic option Delivery Confirmation mail for acceptance:

\* \* \* \* \*

[Revise item b to read as follows:]

- b. Mailers who use the electronic option or print their own labels must submit a copy of the original PS Form 3152, *Confirmation Services Certification*, provided by the Postal Service with their first mailing using Confirmation Services (see exception in item c below). The business mail or detached mail entry unit office will retain a copy of the form. If mailers want to obtain an electronic entry scan, they must submit a PS Form 3152 with each mailing that includes the electronic file number associated with that particular mailing. The electronic file number on the form must be in either a barcode format (preferred) or written on the form. All barcode formats must comply with the standards in Publication 91, *Confirmation Services Technical Guide*. Mailers should keep the certification form on file while using Confirmation Services. If requested by the Postal Service, the form must be presented to the Postal Service within 24 hours.

[Add new item c to read as follows:]

- c. Single piece, postage evident mailers using the electronic option rate are not required to submit a PS Form 3152 with their initial mailing. These include mailings generated from the Postal Service online shipping label application at *www.usps.com* or labels generated from a third-party vendor or system that supports the electronic option rates. All labels must meet the format and design guidelines stated in the DMM and in Publication 91, including the “e” (electronic rate) endorsement in the barcode text line (e.g., e/ USPS Delivery Confirmation).

**S919 Signature Confirmation**

\* \* \* \* \*

**2.0 LABELS**

**2.1 Types of Labels**

Mailers may use one of the three Signature Confirmation label options shown in the exhibits below. Additional information may be found in Publication 91, *Confirmation Services Technical Guide*. The three labels are as follows:

[Revise item a to read as follows:]

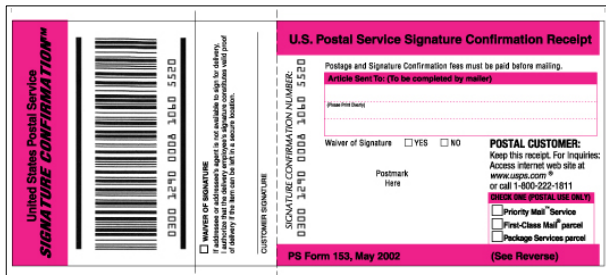
- a. PS Form 153, obtained from the post office at no charge. This form may be used only with the retail mailing option (see Exhibit 2.1a).

[Revise item b to read as follows:]

- b. PS Label 315, available at no charge to electronic option mailers (see Exhibit 2.1b)

\* \* \* \* \*

[Replace Exhibit 2.1a with new PS Form 153 as follows:]



\* \* \* \* \*

**4.0 ELECTRONIC FILE TRANSMISSION**

Mailers must meet the following standards for electronic file transmission:

[Revise the last sentence of item a to read as follows:]

- a. \*\*\*Upon certification, USPS will issue to the mailer a PS Form 3152, *Confirmation Services Certification*.

\* \* \* \* \*

[Revise item d to read as follows:]

- d. Mailers who have previously received certification for electronic file transmission under the Delivery Confirmation program are not required to obtain an additional certification for Signature Confirmation service use.

**5.0 ACCEPTANCE**

Customers must meet the following requirements when presenting electronic option Signature Confirmation mail for acceptance.

\* \* \* \* \*

[Revise item b to read as follows:]

- b. Mailers who use the electronic option or print their own labels must submit only a copy of their original PS Form 3152, *Confirmation Services Certification*, with their first mailing using Confirmation Services (see exception in item c below). However, mailers who wish to obtain an electronic entry scan event should submit a PS Form 3152 with each mailing to include the electronic file number associated with that mailing. The electronic file number on the form must be either in a barcode format (preferred) or written on the form. All barcode formats must comply with standards in Publication 91. Mailers should keep the certification form on file while using Confirmation Services. If requested by the Postal Service, the mailer must present the form to the Postal Service within 24 hours.

[Add new item c to read as follows:]

- c. Single piece, postage evident mailers using the electronic option rate are not required to submit a PS Form 3152 with their initial mailings. These include mailings generated from the Postal Service online shipping label application at *www.usps.com* or labels generated from a third-party vendor or system that supports electronic option rates. All labels must meet the format and design guidelines stated in the DMM and in Publication 91, including the “e” (electronic rate) endorsement in the barcode text line (e.g., e/ USPS Signature Confirmation).

\* \* \* \* \*

— *Product Information Requirements, Product Development, 7-11-02*

DMM REVISION

**Labeling List Changes**

Effective July 11, 2002, *Domestic Mail Manual* (DMM) L001, L004, L606, L801, and L803 are revised to reflect changes in mail processing operations. Mailers are encouraged to label according to these revised lists immediately, but *must* comply with these changes no later than September 22, 2002.

We will incorporate these revisions into the printed version of DMM 58 and into the monthly update of the online DMM available via Postal Explorer at <http://pe.usps.gov>.

**Domestic Mail Manual (DMM)**

\* \* \* \* \*

**L Labeling Lists**

**L000 General Use**

**L001 5-Digit Scheme — Periodicals Flats and Irregular Parcels, Standard Mail Flats, and BPM Flats**

\* \* \* \* \*

Column A Destination ZIP Codes	Column B Label Container To
<b>Change From:</b> 33067, 73, 76, 97 39208, 18, 88 39212, 72, 82	SOUTH FLORIDA FL 33067 JACKSON MS 39208 JACKSON MS 39212
<b>Change To:</b> 33067, 73, 97 39208, 88 39212, 82	SOUTH FLORIDA FL 33067 JACKSON MS 39208 JACKSON MS 39212
<b>Add:</b> 30252, 53	MCDONOUGH GA 30252

\* \* \* \* \*

**L004 3-Digit ZIP Code Prefix Groups — ADC Sortation**

\* \* \* \* \*

Column A 3-Digit ZIP Code Prefix Group	Column B Label to
<b>Change From:</b> 460-469, 472-475, 478, 479 606-608	ADC INDIANAPOLIS IN 460 ADC CHICAGO IL 606
<b>Change To:</b> 460-462, 465-469, 472-475, 478, 479 463, 464, 606-608	ADC INDIANAPOLIS IN 460 ADC CHICAGO IL 606

\* \* \* \* \*

**L600 Standard Mail and Package Services**

\* \* \* \* \*

**L606 5-Digit Scheme — Standard Mail and Package Services Parcels**

\* \* \* \* \*

Column A Destination ZIP Codes	Column B Label Container To
<b>Change From:</b> 32771-73 32907-09, 11 33431, 87, 99 34742, 58, 59 34748, 49, 88 34950, 51 34983, 86-88	SANFORD FL 32771 MELBOURNE FL 32907 BOCA RATON FL 33431 KISSIMMEE FL 34742 LEESBURG FL 34748 FORT PIERCE FL 34950 FORT PIERCE FL 34983
<b>Change To:</b> 32771, 73 32907, 09 33431, 64, 81, 87, 99 34741, 42 34748, 49 34948, 50, 51, 54 34983, 86, 88	SANFORD FL 32771 MELBOURNE FL 32907 BOCA RATON FL 33431 KISSIMMEE FL 34742 LEESBURG FL 34748 FORT PIERCE FL 34950 FORT PIERCE FL 34983
<b>Add:</b> 32908, 11 32925, 37 34746, 47 34758, 59 34953, 87	MELBOURNE FL 32908 MELBOURNE FL 32937 KISSIMMEE FL 34746 KISSIMMEE FL 34758 FORT PIERCE FL 34953
<b>Delete:</b> 33464, 65	LAKE WORTH FL 33465

\* \* \* \* \*

**L800 Automation Rate Mailings**

**L801 AADCs — Letter-Size Mailings**

\* \* \* \* \*

Column A Destination ZIP Codes	Column B Label to
<b>Change From:</b> 463-469, 472-475, 478, 479 606-608	AADC INDIANAPOLIS IN 460 AADC CHICAGO IL 606
<b>Change To:</b> 465-469, 472-475, 478, 479 463, 464, 606-608	AADC INDIANAPOLIS IN 460 AADC CHICAGO IL 606

\* \* \* \* \*

**L803 Non-BMC/ASF Entry — Periodicals and Standard Mail**

\* \* \* \* \*

Column A Originating ZIP Codes	Column B Label to
<b>Change From:</b> 460-469, 472-475, 478, 479 606-608	MXD INDIANAPOLIS IN 460 MXD CHICAGO IL 606
<b>Change To:</b> 460-462, 465-469, 472-475, 478, 479 463, 464, 606-608	MXD INDIANAPOLIS IN 460 MXD CHICAGO IL 606

\* \* \* \* \*

## NOTICE

**Absentee Balloting Materials**

The right to vote is among our most basic of human rights. This year, absentee balloting materials will be sent through the mail to certain eligible persons postage free and will enable them to vote when absent from the place of their voting residence. Absentee balloting materials consist of postcard applications, ballots, voting instructions, and envelopes.

The free mailing privilege for certain absentee balloting materials in *Domestic Mail Manual* (DMM) E080 is based on postal statute 39 U.S.C. 3406. Absentee balloting materials require no prepayment of postage when sent through the U.S. mail to persons in one of the following categories:

- Members of the U.S. Armed Forces in active service and their spouses and dependents.
- Members of the U.S. Merchant Marine and their spouses and dependents.
- U.S. citizens residing outside the territorial limits of the United States and the District of Columbia and their spouses and dependents residing with or accompanying them.
- Among state and local election officials (individually or in bulk).

Absentee balloting materials, requiring no prepayment of postage, may be used for any general election of electors for president and vice president, or of senators and representatives in Congress, and other general, primary, and special federal elections.

The envelope used to send absentee balloting materials and the envelope supplied for the return of ballots must meet the requirements in DMM E080. In the upper right corner of the mailpiece, in a rectangular box, the words "U.S. Postage Paid, 39 USC 3406" must be printed. See samples of absentee balloting materials on page 17. (Use of flag logo is optional.)

During past elections, the Federal Voting Assistance Program reported that some absentee balloting materials were erroneously returned to local election offices for payment of postage. Postal Service employees must be aware of the importance of absentee balloting materials and ensure prompt processing and delivery of this mail.

— *Delivery Support,*  
*Delivery and Retail, 7-11-02*



MAX  
Height 6 1/8 inches  
Length 11 1/2 inches

MIN  
Height 3 1/2 inches  
Length 5 1/2 inches  
Use Black Ink

**BALLOT TRANSMISSION ENVELOPE**  
(SAMPLE)

Name and complete address  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



U.S. Postage Paid  
39 USC 3406

**PAR AVION**

**OFFICIAL ABSENTEE BALLOTING MATERIAL - FIRST CLASS MAIL**

NO POSTAGE NECESSARY IN THE U.S. MAIIS-DMM E080

TO:  
• •  
• •

MAX  
Height 6 1/8 inches  
Length 11 1/2 inches

MIN  
Height 3 1/2 inches  
Length 5 1/2 inches  
Use Black Ink

**BALLOT RETURN ENVELOPE**  
(Sample)

If mailed in non U.S. Postal System - Voter must pay postage

Name and complete address  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



U.S. Postage Paid  
39 USC 3406

**PAR AVION**

**OFFICIAL ABSENTEE BALLOTING MATERIAL - FIRST CLASS MAIL**

NO POSTAGE NECESSARY IN THE U.S. MAIIS-DMM E080

SECRETARY OF THE STATE OF MARYLAND  
MONTGOMERY COUNTY ELECTIONS BOARD  
MONTGOMERY COUNTY COURT HOUSE  
1234 MAIN STREET  
ANYWHERE, MD 00000-0000

## 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 APO/FPO table below outlines these conditions by APO/FPO ZIP Codes through the use of footnoted mailing restrictions codes (see the Restrictions page following the table).

Acceptance clerks should use the table with the integrated retail terminal (IRT) or POS ONE terminal to determine which APO/FPO ZIP Codes are active and

which conditions of mailing apply. **Acceptance clerks may contact the Military Postal Service Agency with any questions regarding APO/FPO ZIP Codes, toll free, at 800-810-6098, Monday–Friday, 0730–1630.**

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

The changes appear in bold in the APO/FPO table. The closings (“not active”) are deleted from the table.

### Changes

APO/FPO	Action	Effective Date	See Restrictions
APO AP 96262	Close	Immediately	

We have eliminated “Not Active” entries from the table below to save space and paper.

### APO/FPO Table

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09007	B-B1-C-D-U	09098	B-B1-C-D-U	09186	B-B1-C-D-U	09316	A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1
09009	B-B1-C-D-U	09099	B-B1-C-D-U	09211	B-B1-C-D-U		
09012	B-B1-C-D-U	09100	B-B1-C-D-U	09212	B-B1-C-D-U-V	09317	A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1
09013	B-B1-C-D-U-Z1	09102	B-B1-C-D-U	09213	B-B1-C-D-U		
09014	B-B1-C-D-U	09103	B-B1-D-U	09214	B-B1-C-D-U	09318	A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1
09021	B-B1-C-D-U	09104	B-B1-C-D-U	09225	B-B1-C-D-U	09321	A-B-B1-C1-E3-F-H1-M-N-R-R1-V-Z1
09028	B-B1-C-D-U	09107	B-B1-C-D-U	09226	B-B1-C-D-U		
09031	B-B1-C-D-U	09110	B-B1-C-D-U	09227	B-B1-C-D-U	09340	A-B-B1-C1-F-R-V
09033	B-B1-C-D-U	09111	B-B1-C-D-U	09229	B-B1-C-D-U	09345	A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1
09034	B-B1-C-D-U	09112	B-B1-C-D-U	09237	B-B1-C-D-U-V	09349	A-B-B1-C-C1-D-E2-F-F1-H-I-M-N-R-R1-V-Z1
09036	B-B1-C-D-U	09114	B-B1-C-D-U	09244	B-B1-C-D-U		
09042	B-B1-C-D-U	09123	B-B1-C-D-U	09245	B-B1-C-D-U	09350	A-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09045	B-B1-C-D-U	09126	B-B1-C-D	09250	B-B1-C-D-U		
09046	B-B1-C-D-U	09128	B-B1-C-D-U	09252	B-B1-C-D-U	09351	A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1
09050	B-B1-C-D-U	09131	B-B1-C-D-U	09262	B-B1-C-D-U	09352	A-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09053	B-B1-C-D-U	09136	B-B1-C-D	09263	B-B1-C-D-U	09353	A-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09054	B-B1-C-D-U	09137	B-B1-C-D-U	09264	B-B1-C-D-U	09354	A-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09056	B-B1-C-D-U	09138	B-B1-C-D-U	09265	B-B1-C-D-N-U	09355	A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1
09058	B-B1-C-D-U	09139	B-B1-C-D	09266	B-B1-C-D-U	09356	A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1
09059	B-B1-C-D-U	09140	B-B1-C-D-U	09267	B-B1-C-D-U	09360	B-B1-V
09060	B-B1-C-D-U	09142	B-B1-C-D-U	09302	B-B1-E2-F-H1-R-R1-U2-V-Z1	09361	A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1
09063	B-B1-C-D-L-U	09143	B-B1-C-D-U	09303	B-B1-E2-F-H1-R-R1-U2-V-Z1	09362	A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1
09067	B-B1-C-D-U	09154	B-B1-C-D-U	09304	B-B1-E2-F-H1-R-R1-U2-V-Z1	09363	A-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09069	B-B1-C-D-U	09165	B-B1-C-D-U	09305	B-B1-E2-F-H1-R-R1-U2-V-Z1	09364	A-B1-F-N-R1-Z1
09074	B-B1-C-D-U	09166	B-B1-C-D-U				
09076	B-B1-C-D-U	09169	B-B1-C-D-U	09309	A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1		
09080	B-B1-C-D-U	09172	B-B1-C-D-U	09310	A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1		
09081	B-B1-C-D-U	09173	B-B1-C-D-U	09311	A-B-B1-C1-E2-F-H1-M-R-R1-V-Z1		
09086	B-B1-C-D-U	09175	B-B1-C-D-U				
09089	B-B1-C-D-U	09177	B-B1-C-D-U				
09090	B-B1-C-D-U	09180	B-B1-C-D-U				
09094	B-B1-C-D	09182	B-B1-C-D-U				
09095	B-B1-C-D-U	09183	B-B1-C-D-U				
09096	B-B1-C-D-U	09185	B-B1-C-D-U	09314	B-B1-C-F-V		

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09395	A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09586	B-V	09720	B-B1-U-V	09858	B-B1-E2-E3-F-H1-R-R1-U1-V-Z1
09396	A-B-B1-F-V	09587	B-V	09721	B-B1-N-U-Z1	09865	A-B-B1-V-Z1
09409	B-B1-C-C1-U-V	09588	B-V	09722	B-B1-C-D-N-U-V	09868	A-B-B1-U-V-Z1
09421	B-B1-C-C1-U	09589	B-B1-V	09723	B-B1-N-U-V-Z1	09871	B-B1-E2-E3-F-H1-R-R1-U1-V-Z1
09447	B-B1-C-C1-U-V	09590	B-V	09724	B-B1-C-C1-F1-M-R-R1-U	09880	B-B1-E2-F-H1-R-R1-U2-V-Z1
09454	B-B1-C-C1-U	09591	B-V	09725	B-B1-C	09882	B-B1-E2-E3-F-H1-R-R1-U1-V-Z1
09456	B-B1-C-C1-U	09593	B-V	09726	B-B1-N-U	09888	B-B1-E2-F-H1-R-R1-U2-V-Z1
09459	B-B1-C-C1-U	09594	B-V	09728	B-B1-C	09889	B-B1-E2-F-H1-R-R1-U2-V-Z1
09461	B-B1-C-C1-U	09595	B-V	09732	B-B1-N-V-Z1	09890	B-B1-E2-F-H1-R-R1-U2-V-Z1
09463	B-B1-C-C1-U	09596	B-V	09733	B-B1-I-V	09892	A-B-B1-F-N-R-R1-V-Z1
09464	B-B1-C-C1-U	09599	B-V	09735	B-B1-N-V-Z1	09898	B-B1-E2-F-H1-I-R-R1-U2-V-Z1
09468	B-B1-C-C1-U	09601	B-B1-C-F-F1-U	09737	B-B1-I-V	34002	B-B1-N-U-Z1
09469	B-B1-C-C1-U	09603	B-B1-C-F-F1-U	09777	A-B-B1-C-E1-N	34020	B-B1-M-N-V-Z1
09470	B-B1-C-C1-U	09604	B-B1-C-F-F1-U	09779	A-B-B1-F-R-V	34021	B-M-N-V-Z1
09474	B-B1-C-C1-U	09609	B-B1-C-F-U	09780	A-B-B1-F-R-V	34022	B-B1-D-F-M-N-V-Z1
09494	B-B1-C-C1-U	09610	B-B1-C-F-U	09788	A-B-B1-F-R-V	34023	B-B1-M-N-V-Z1
09496	B-B1-C-C1-U-V	09612	B-B1-C-F-U	09789	A-B-B1-F-R-V	34024	B-B1-M-N-V-Z1
09498	B-B1-C-C1-U	09613	B-B1-C-F-U-V	09790	A-B-B1-C1-F-R-V	34025	B-B1-F-N-U-V-Z1
09499	B-B1-C-C1-U	09617	B-B1-C-F-U	09791	A-B-B1-C1-E1-F-M-R-V	34030	B-B1-M-N-V-Z1
09501	B-V	09618	B-B1-C-F-U	09793	A-B-B1-F-R-V	34031	B-B1-M-N-V-Z1
09502	B-V	09619	B-B1-C-F-U	09797	B-B1-C-D-P-V	34032	B-M-N-V-Z1
09503	B-V	09620	B-B1-C-F-U	09803	B-B1-E2-E3-F-H1-R-R1-U1-V-Z1	34033	B-C-F-M-N-V-Z1
09504	B-V	09621	B-B1-C-F-U	09811	B-B1-E2-E3-F-H1-R-R1-U1-V-Z1	34034	B-B1-M-N-V-Z1
09505	B-V	09622	B-B1-C-F-U	09812	B-B1-E2-E3-F-F1-I-N-R-U-V-Z1	34035	B-B1-H-M-N-V-Z1
09506	B-V	09623	B-B1-C-F-U	09814	B-B1-E2-E3-F-F1-I-N-R-U-V-Z1	34036	B-M-N-V-Z1
09507	B-V	09624	B-B1-C-F-U	09819	A-B-F-P-V-Z1	34037	B-B1-C-F-H-I-M-N-V-Z1
09508	B-V	09625	B-B1-C-F-U	09821	A-B-F-V-Z1	34038	B-B1-M-N-V-Z1
09509	B-V	09626	B-B1-C-F-U	09822	A-B-F-V-Z1	34039	B-N-V-Z1
09510	B-V	09627	B-B1-C-F-U	09823	A-B-F-V-Z1	34040	B-V-Z1
09511	B-N-V-Z	09628	B-B1-C-F-F1-U-V	09824	A-B-F-V-Z1	34041	B-B1-M-N-U-V-Z1
09517	B-V	09630	B-B1-C-F-U-V	09826	B-B1-E2-E3-F-H1-R-R1-U1-V-Z1	34042	B-B1-D-F-M-N-V-Z1
09521	B-V	09631	B-B1-C-F-U	09827	A-B-F-Z1	34043	B-B1-D-F-M-N-V-Z1
09524	B-V	09636	B-B1-C-F-U	09828	B-N-V-Z1	34050	B-V
09532	B-V	09638	B-B1-C-E2-F-U-V	09830	B-B1-C-Z1	34051	B-V-Z1
09534	B-V	09642	B-B1-N-U	09831	B-B1-F-N-U-V-Z1	34053	B-V-Z1
09543	B-V	09643	B-B1-U	09832	B-B1-U1-V-Z1	34055	B-N-V-Z1
09545	B-V	09644	B-B1-U	09833	B-B1-U1-V-Z1	34058	B-B1-V-Z1
09549	B-V	09645	B,U	09834	B-B1-V-Z1	34071	B-I-M-N-V-Z
09550	B-V	09647	B-B1-N-U	09835	A-B-B1-V-Z1	34076	B-B1-F1-N-V-Z1
09554	B-B1-V	09648	B-B1-N-U-V-Z1	09836	A-B-B1-C-F-M-V-Z1	34078	B-B1-F1-N-V-Z1
09556	B-V	09649	B-B1-U	09837	B-B1-V-Z1	34079	B-B1-F1-N-V-Z1
09557	B-V	09703	B-B1-C-F1	09838	B-B1-V-Z1	34090	B-V
09564	B-V	09704	B-B1-C-D-V	09839	A-B-B1-U-V-Z1	34091	B-V
09565	B-V	09705	B-B1-U	09841	A-B-B1-U-Z1	34092	B-V
09566	B-V	09706	B-B1-C-U-V	09842	A-B-B1-Z1	34093	B-V
09567	B-V	09707	B-B1-C-N-U-V	09844	A-B-B1-U-V-Z1	34095	B-V
09568	B-V	09708	B-B1	09852	B-B1-E2-E3-F-H1-R-R1-U1-V-Z1	34098	B-V
09569	B-V	09709	B-B1-F1	09853	B-B1-E2-F-H1-R-R1-U2-V-Z1	34099	B-V
09570	B-V	09710	B-B1-C-C1-F1-M-R-R1-U	09855	B-B1-E2-F-H1-R-R1-U2-V-Z1	96201	A-B
09573	B-V	09711	B-B1-F1-Z1				
09574	B-V	09713	B-B1-C-F1				
09575	B-V	09714	B-B1-C-C1-F1-M-R-R1-U				
09576	B-V	09715	B-B1-F1				
09577	B-V	09716	B-B1-C-D-N-U-V				
09578	B-V	09717	B-B1-M-W				
09579	B-V	09718	B-B1-F-I-N-U-V				

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96202	A-B1-U-V	96326	B-B1-M-W	96522	B-F-N-U	96615	B-V
96203	A-B	96328	B-B1-M-W	96530	A-B-B1-H-M-N-U-V	96617	B-V
96204	A-B-B1	96330	B-B1-M-W	96531	B-B1-H-M-U-V	96619	B-V
96205	A-B-B1-U	96336	B-B1-M-V-W	96534	A-B-F	96620	B-V
96206	A-B-B1-U	96337	B-B1-M-W	96535	A-B-B1-F-V	96621	B-V
96207	A-B-B1-V	96338	B-B1-M-W	96536	B-B1-V	96622	B-V
96208	A-B-B1-U	96339	B-B1-M-V-W	96537	B-B1-V	96623	B-V
96212	A-B-B1-U	96343	B-B1-M-W	96538	B-B1-V	96624	B-V
96213	A-B-B1-U-V	96347	B-B1-F-F1-F2-M-W	96540	B-B1-V	96628	B-V
96214	A-B-B1-U	96348	B-B1-F-F1-F2-M-W	96541	B-B1-V	96629	B-V
96215	A-B-B1-U-V	96349	B-B1-F-F1-F2-M-W	96542	B-B1-V	96634	B-V
96217	A-B-B1-U-V	96350	B-B1-F-F1-F2-M-W	96543	B-B1-P-V	96635	B-V
96218	A-B-B1-U	96351	B-B1-F-F1-F2-M-W	96546	B-F-U3	96643	B-V
96219	A-B-B1-U-V	96362	B-B1-F-F1-F2-M-W	96547	B-F-U3-V	96657	B-V
96220	A-B-B1-U-V	96365	B-B1-M-V-W	96548	A-B-B1-H-M-U	96660	B-V
96221	A-B-B1-U-V	96367	B-B1-L-M-W	96549	A-B-B1-H-M-U	96661	B-V
96224	A-B-B1-U	96368	B-B1-M-W	96550	Not Active	96662	B-V
96251	A-B-B1-U	96370	B-B1-F-F1-F2-M-W	96551	A-B-B1-H-M-U	96663	B-V
96257	A-B-B1-U	96372	B-B1-M-W	96553	A-B-B1-H-M-N-U-V	96664	B-V
96258	A-B-B1-U	96373	B-B1-M-W	96554	A-B-B1-H-M-U	96665	B-V
96259	A-B-B1-U	96374	B-B1-M-W	96555	B-B1-F-M-V	96666	B-V
96260	A-B-B1-U	96375	B-B1-M-W	96557	B-B1-F-M-V	96667	B-V
96264	A-B-B1-U	96376	B-B1-M-W	96558	B-V	96668	B-V
96266	A-B-B1-U	96377	B-B1-M-W	96595	B-B1-V	96669	B-V
96267	A-B-B1-U-V	96378	B-B1-M-W	96598	B-B1-V	96670	B-V
96269	A-B-B1-U	96379	B-B1-M-W	96599	B-B1-V	96671	B-V
96271	A-B-B1-U	96384	B-B1-M-W	96601	B-V	96672	B-V
96275	A-B-B1-V	96386	B-B1-M-W	96602	B-V	96673	B-V
96276	A-B-B1	96387	B-B1-M-W	96603	B-V	96674	B-V
96278	A-B-B1-U	96388	B-B1-M-W	96604	B-V	96675	B-V
96283	A-B-B1-U	96401	B-B1-F-V	96605	B-O-V	96676	B-V
96284	A-B-B1-U-V	96402	B-B1-F-V	96606	B-V	96677	B-V
96297	A-B-B1-U	96403	A-B-B1-M-N-U-V	96607	B-V	96678	B-V
96306	B-B1-F-F1-F2-M-W	96405	B-B1-F-V-Z1	96608	B-V	96679	B-V
96309	B-B1-M-V-W	96490	B-B1-V	96609	B-V	96681	B-V
96310	B-B1-M-W	96507	A-B-F-V	96610	B-V	96682	B-V
96311	B-B1-M-V-W	96511	B-B1-I-N-V	96611	B-V	96683	B-V
96313	B-B1-F-F1-F2-M-W	96515	B-B1-F	96612	B-V	96684	B-V
96319	B-B1-M-W	96517	B-B1-F-U3-V	96613	B-B1-C1-E2-F-H1-I- R1-U2-V-Z1	96686	B-V
96321	B-B1-F-F1-F2-M-W	96518	B-B1-V			96687	B-V
96322	B-B1-F-F1-F2-M-W	96520	B-F-U3-V	96614	B-B1-C1-E2-F-H1-I- R1-U2-V-Z1	96698	B-V
96323	B-B1-M-V-W	96521	B-F-N				

## RESTRICTIONS

### LEGEND

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

PS 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 = *Domestic Mail Manual*
- 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.** PS 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 nondutiable 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.** PS 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 handheld 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 Mail letters, Periodicals, and Standard Mail items are authorized.

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

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

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

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

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

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

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

**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 items and certified mail. Other classes of mail are prohibited.

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

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

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

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

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

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

**U1.** Mail is limited to First-Class Mail weighing 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 Mail letters only when addressed to Box R.

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

**V.** Express Mail Military Service (EMMS) not available from any origin.

**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 items (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 items only. All Periodicals, Standard Mail items, and Package Services items (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.

# Employees

ELM REVISION

## Work Clothes and Uniforms

Effective July 11, 2002, the *Employee and Labor Relations Manual* (ELM) is revised to reflect a revision from the wording "window" operations to "retail" operations. In addition, uniform requirements have been updated.

We will incorporate these revisions into the next printed version of the ELM and also into the next update of the on-line version accessible on the Postal Service PolicyNet web site at <http://blue.usps.gov/cpim>; click on *Manuals*.

### Employee and Labor Relations Manual

	*	*	*	*	*
<b>9</b>					
	*	*	*	*	*
<b>930</b>					
<b>931</b>					
<b>931.1</b>					
	*	*	*	*	*
<b>931.13</b>					
	*	*	*	*	*
<i>[Revise item b by deleting the word "window" to read as follows:]</i>					
	*	*	*	*	*
<b>931.2</b>					
	*	*	*	*	*
<b>931.26</b>					
<b>931.261</b>					
<i>[Add the following sentence to the end of 931.261:]</i>					
* * *Jeans, shorts, sleeveless tops, tee shirts, sweats, spandex, etc., are not appropriate attire for employees working at a retail counter. This list is not meant to be exhaustive.					
	*	*	*	*	*

## 932 Uniform Requirements

### 932.1 Employees Required to Wear Uniforms and Work Clothes

#### 932.11 Regular Uniforms

\* \* \* \* \*

*[Add new item h. Re-letter existing items h through k as new items i through l.]*

h. Retail classroom instructors and retail coaches who qualify for uniform allowances.

\* \* \* \* \*

#### 932.2 Uniforms Not Required

##### 932.21 New, Part-Time, and Casual Employees

*[Revise the first sentence of 932.21 to read as follows:]*

Unless uniforms have been provided to them, the following employees are not required to wear uniforms:

\* \* \* \* \*

##### 932.3 Specifications and Quality Control Certification

###### 932.31 Specifications

*[Delete the words "at Natick, MA" from 932.31 to read as follows:]*

The Postal Service Uniform Quality Control Office issues specifications for items of uniform dress for the guidance of uniform manufacturers and retailers.

###### 932.32 Quality Control Certification

*[Delete the words "U.S. Army Natick Laboratories, Natick, MA" from the first sentence of 932.32 to read as follows:]*

Payment is made only for purchases of authorized uniform items manufactured in accordance with specifications issued by the Postal Service Uniform Quality Control Office.

\* \* \*

\* \* \* \* \*

**933 Authorized Uniform Items and Combinations**

**933.1 Type 1 Uniforms**

\* \* \* \* \*

**933.12 Type 1 Combinations**

**Male Combinations**

\* \* \* \* \*

[In footnote 6 of the table, replace the word “window” with “retail” to read as follows:]

<sup>6</sup> Delivery personnel may not purchase or wear the retail service personnel sweater.

\* \* \* \* \*

**Female Combinations**

\* \* \* \* \*

[In footnote 6 of the table, replace the word “window” with “retail” to read as follows:]

<sup>6</sup> Delivery personnel may not purchase or wear the retail service personnel sweater.

\* \* \* \* \*

**933.2 Type 2 Uniforms**

**933.21 Type 2 Items**

[Revise the introductory sentence, table, and footnotes to read as follows:]

Type 2 uniforms are worn by employees assigned to retail operations.

Items for Men	
Shirt	Long- or short-sleeve, dress style. Blue-gray stripe button-down collar. Reinforced name badge eyelets on right side. Also available in maternity style.
Trousers	Dress style, all-season-weight fabric, with waistband in postal navy blue and heather gray.
Tie	Two patterns available with choice of four in-hand or clip-on style and regular or extra-long lengths; USPS logo in navy with red pin-dot style or red, white, and blue stripes.
Sweater	Cardigan, buttoned, unisex V-neck design with reverse jersey logo on front, solid blue uncut buttonhole eyelets for name badge; sleeveless unisex V-neck pullover vest, reverse jersey logo on front, solid blue with uncut buttonhole eyelets for name badge.
Accessories	Leather belt, black with gold buckle; leather belt, black with silver logo buckle; name badge; silver logo tie bar.
Optional items	Butcher-style apron, with vertical corporate emblem, navy blue; <sup>1</sup> regulation shoes bearing SR/USA tag, black. <sup>2</sup>

<sup>1</sup> The apron is nonreimbursable, although some offices may choose to provide retail service employees with aprons to protect their uniforms when working away from the retail counter. These aprons are not to be worn while working at the retail counter or in the lobby.

<sup>2</sup> Footwear is reimbursable after the employee has completed at least 2 years of eligibility in the retail uniform program.

Items for Women	
Shirt	Long- or short-sleeve, dress style. Blue/gray stripe hidden placket button-down blouse with sports collar. Reinforced name badge eyelets on right side.
Skirt, skort, slacks	Dress style, all-season-weight fabric, with waistband in postal navy blue and heather gray. Also available in maternity style. <sup>1</sup>
Jumper	V-neck, all-season-weight fabric, with vertical corporate emblem, worn with or without coordinated fabric belt with gold buckle, postal navy blue. Also available in maternity style.
Tie	Knotted loop patterns with extender piece. USPS logo in navy with red pin-dot style or red, white, and blue stars and stripes.
Sweater	Cardigan, buttoned, unisex V-neck design with reverse jersey logo on front, solid blue with uncut buttonhole eyelets for name badge with vertical corporate emblem, navy blue with red and white stripe trim; sleeveless V-neck pullover vest, reverse jersey logo on front, solid blue with uncut buttonhole eyelets for name badge with vertical corporate emblem, navy blue with red and white stripe trim.
Accessories	Leather belt, black with gold buckle; leather belt, black with silver logo buckle; fabric belt, fabric coordinated for wear with jumper, skirt, or slacks, navy blue with gold buckle; and name badge; silver logo button cover. <sup>2</sup>
Optional items	Butcher-style apron, with vertical corporate emblem, navy blue; <sup>3</sup> regulation shoes bearing SR/USA tag, black. <sup>4</sup>

<sup>1</sup> Skirts are to be no shorter than top of knee cap.

<sup>2</sup> Silver logo button cover is worn in lieu of other ladies' neckware.

<sup>3</sup> The apron is nonreimbursable, although some offices may choose to provide retail service employees with aprons to protect their uniforms when working away from the retail counter. These aprons are not to be worn while working at the retail counter or in the lobby.

<sup>4</sup> Footwear is reimbursable after the employee has completed at least 2 years of eligibility in the retail uniform program.

**933.22 Type 2 Combinations**

[Revise the table and footnotes to read as follows:]

Male Combination	Female Combinations	
	Option No. 1	Option No. 2
Shirt (long- or short-sleeve) <sup>1</sup>	Shirt (long or short sleeve)	Shirt or maternity blouse (long or short sleeve)
Tie and tie bar <sup>2</sup>	Tie or button cover <sup>2</sup>	Tie or button cover <sup>2</sup>
Trousers	Slacks	Skirt or skort (unbelted), or jumper (with fabric belt) <sup>3</sup>
Black belt	Black belt	Fabric belt
Optional Item		
Vest	Vest	Vest
Sweater (emblem attached) <sup>4</sup>	Sweater (emblem attached) <sup>4</sup>	Sweater (emblem attached) <sup>4</sup>
USPS certified shoes	USPS certified shoes	USPS certified shoes

<sup>1</sup> Men must wear shirts tucked into pants.

<sup>2</sup> Tie design and color choice is at the discretion of the employee.

<sup>3</sup> Women must wear hosiery with skirts and jumpers. Hosiery may be in natural skin tones or navy blue.

<sup>4</sup> Retail personnel may not purchase or wear the delivery personnel sweater.

\* \* \* \* \*

**933.7 Insignia**  
\* \* \* \* \*

**933.72 Other Insignia**  
[Replace the word "window" with "retail" in the second sentence of 932.72 to read as follows:]

Except as indicated below, other insignia may not be worn with the uniform. Officially authorized name badges are worn by retail service personnel as prescribed. \* \* \*

\* \* \* \* \*

**934 Wearing of Uniform Items**  
\* \* \* \* \*

[Revise the title of 934.2 to read as follows:]

**934.2 Cold Weather Items (Does not apply to Type 2 Uniforms)**  
\* \* \* \* \*

[Revise the title of 934.3 to read as follows:]

**934.3 Warm Weather Items (Does not apply to Type 2 Uniforms)**  
\* \* \* \* \*

**934.4 Seasonal Changes of Uniform**

[Revise 934.4 to read as follows:]

The head of an installation determines when seasonal changes of uniforms take place with the exception of retail employees.

**934.5 Employees in Nonuniform Categories**

[Revise 934.5 to read as follows:]

Employees not eligible for the retail service uniform allowance, but who have contact with the public and wish to identify themselves with the Postal Service, may purchase the retail uniform though reimbursement will not be provided. Uniform items obtained under these provisions may only be purchased at the option of the employees at no cost to the Postal Service, and may be worn only when performing retail duties.

\* \* \* \* \*

— *Labor Relations Policies and Programs, Labor Relations, 7-11-02*

*RURAL CARRIERS*

**Equipment Maintenance Allowance Schedule for Rural Routes**

In accordance with provisions of Article 9, Section 2.J.3 of the Rural Carrier National Agreement, effective July 13, 2002 (pay period 16-02), the equipment maintenance allowance (EMA) will increase from 38.0 cents per mile to 39.0 cents per mile.

The EMA is 39.0 cents per mile, or a minimum of \$15.60 per day, whichever is greater.

**Auxiliary Rural Carriers, Rural Carrier Reliefs, Rural Carrier Associates, Rural Carrier Part-Time Flexibles, and Auxiliary Assistance**

Employees providing auxiliary assistance or serving auxiliary routes under provisions of Article 9, Section 2.J.5, receive an EMA of 39.0 cents per mile or \$4.50 per hour, whichever is greater. This EMA should not exceed the amount provided in the special EMA for the route stops and miles.

**EMA Rate Schedule**

The EMA rate schedule on pages 25–26 supersedes all previously published EMA schedules for employees receiving EMA.

— *Collective Bargaining and Arbitration, Labor Relations, 7-11-02*







NOTICE

**RIF Competitive Areas for the Postal Service**

Office of Personnel Management requires agencies covered by reduction-in-force (RIF) procedures to establish Competitive Areas and to publish them for their employees. Competitive Areas are organizational units under separate management authority within which preference-eligible employees compete during a RIF. Listed below are the Competitive Areas for the Postal Service as of July 11, 2002.

Organization	Office	Competitive Area
<b>Headquarters</b>	Office of the Postmaster General/Chief Executive Officer	Separate
	Office of the Chief Operating Officer/Executive Vice President	Separate
	Office of the Deputy Postmaster General	Separate
	Office of the Chief Postal Inspector	Separate
	Office of the General Counsel/vice president	Separate
	Offices of Senior Vice Presidents	Separate
	Each vice president's organization	Separate
<b>Headquarters-Related Organization — Organizational Type</b>	Each accounting service center	Separate
	Each communications service center <sup>1</sup>	Separate
	Each facilities service office	Separate
	Each field counsel unit <sup>1</sup>	Separate
	Each forensic lab <sup>1</sup>	Separate
	Each information technology site	Separate
	Each Inspection Service division	Separate
	Each Inspection Service operation support unit	Separate
	Each mail recovery center	Separate
	Each purchasing service office	Separate
	Each rates and classification service center	Separate
	Each statistical programs service center <sup>1</sup>	Separate
	<b>Unique Organization — Separate Competitive Area</b>	Address management, Memphis, TN
Capitol Metro Area Operations, Gaithersburg, MD		Separate
Center for Employee Development, Norman, OK		Separate
Engineering, Merrifield, VA		Separate
Facilities, Arlington, VA		Separate
Indianapolis HASP, Indianapolis, IN		Separate
International Business Information Technology, Jamaica, NY		Separate
Kansas Stamp Services Center, Kansas City, MO		Separate
Maintenance Technical Support Center, Norman, OK		Separate
Nonprofit Service Center, Memphis, TN		Separate
Sales, Arlington, VA		Separate
<b>Unique Organization — Part of Another Competitive Area</b>	Topeka Purchasing and Material Center, Topeka, KS	Separate
	Automation Purchasing, Merrifield, VA	Supply Management, National HQ, Washington, DC
	Career Development (Inspection Service), Potomac, MD	Inspection Service, National HQ, Washington, DC
	Dulles Stamp Distribution Network, Dulles, VA	Public Affairs and Communications, National HQ, Washington, DC
	Field Counsel — Capital Metro, Washington, DC	General Counsel, National HQ, Washington, DC
	HQ Facilities Services, HQ, Washington, DC	Facilities, Arlington, VA
	IP Delivery and Retail, Merrifield, VA	Chief Technology Officer, National HQ, Washington, DC
	IP Network Operations, Merrifield, VA	Chief Technology Officer, National HQ, Washington, DC

Organization	Office	Competitive Area
Unique Organization — Part of Another Competitive Area (continued)	Mail Equipment Shop, Washington, DC	Supply Management, National HQ, Washington, DC
	Major Facilities Purchasing, Arlington, VA	Supply Management, National HQ, Washington, DC
	Mid-Atlantic Communications Service Center, Columbia, MD	Public Affairs and Communications, National HQ, Washington, DC
	National Test Administration Center, Merrifield, VA	Employee Resource Management, National HQ, Washington, DC
	Technical service and electronic evidence units	Inspection Service, National HQ, Washington, DC
	William F. Bolger Center for Leadership Development, Potomac, MD	Employee Resource Management, National HQ, Washington, DC
	Each air mail center	Separate
	Each air mail facility	Separate
	Each area office	Separate
	Each bulk mail center	Separate
	Each district office (including its vehicle maintenance facilities)	Separate
	Each independent delivery distribution center	Separate
	Each independent mail transfer center	Separate
	Each international satellite facility	Separate
	Each international service center	Separate
	Each mail equipment facility	Separate
	Each Post Office	Separate
	Each priority mail center	Separate
	Each processing and distribution center	Separate
	Each processing and distribution facility	Separate
Each remote encoding center	Separate	
Each senior processing and distribution center	Separate	

<sup>1</sup> The units located in the Washington, DC, commute area are part of the parent national Headquarters organization Competitive Area.

— Selection, Evaluation, and Recognition,  
Employee Resource Management, 7-11-02

# LEARN



## What **Long Term Care** *Is* and *Isn't!*

Sharpen Your Understanding of Long Term Care...  
and Make a *Smart* Decision about Long Term Care Insurance!

### Long Term Care *Isn't*

### Long Term Care *Is*

**Long term care is not the same as acute medical care.** Acute medical care is short-term, and there's usually an expectation that your medical problem will be cured. Acute medical care is mainly provided by doctors.

**Long term care is ongoing assistance.** Typically it is provided by home health aides and other health care providers to people who need ongoing or even lifelong care. The goal of long term care is to help with day-to-day living.

**Long term care is not always administered in a nursing home.** In fact, more than 75% of all people receiving long term care assistance are not in nursing homes.<sup>1</sup>

**Long term care is provided in a number of settings.** They include your own home, assisted living facilities, adult day care centers, and hospices.

**Most long term care is not covered by Medicare or health insurance programs such as TRICARE and FEHB.** Medicare pays a limited amount of "skilled nursing care." Neither Medicare, TRICARE, the FEHB Program, nor most other health care plans pay for help with daily activities — which is the kind of long term care most people need.

**Long term care is covered completely or in part by long term care insurance.** Most plans let you choose the amount of the coverage you want, as well as how and where you want to use your benefits. A comprehensive plan includes benefits for all levels of care, custodial to skilled.

<sup>1</sup> *Long Term Care Insurance, Baby Boom or Bust?* Conning & Company, 1999, page 13.

### The Federal Long Term Care Insurance Program



Sponsored by the U.S. Office of Personnel Management and Offered by John Hancock and MetLife

Call **1-800-LTC-FEDS**  
(1-800-582-3337) or visit our  
web site at **www.LTCFEDS.com**  
for free information today!

"Find out more about the new Federal Long Term Care Insurance Program and subscribe for FREE to 'Get Smart About Your Future'."

*Kay Coles James*  
Director, U.S. Office of Personnel Management

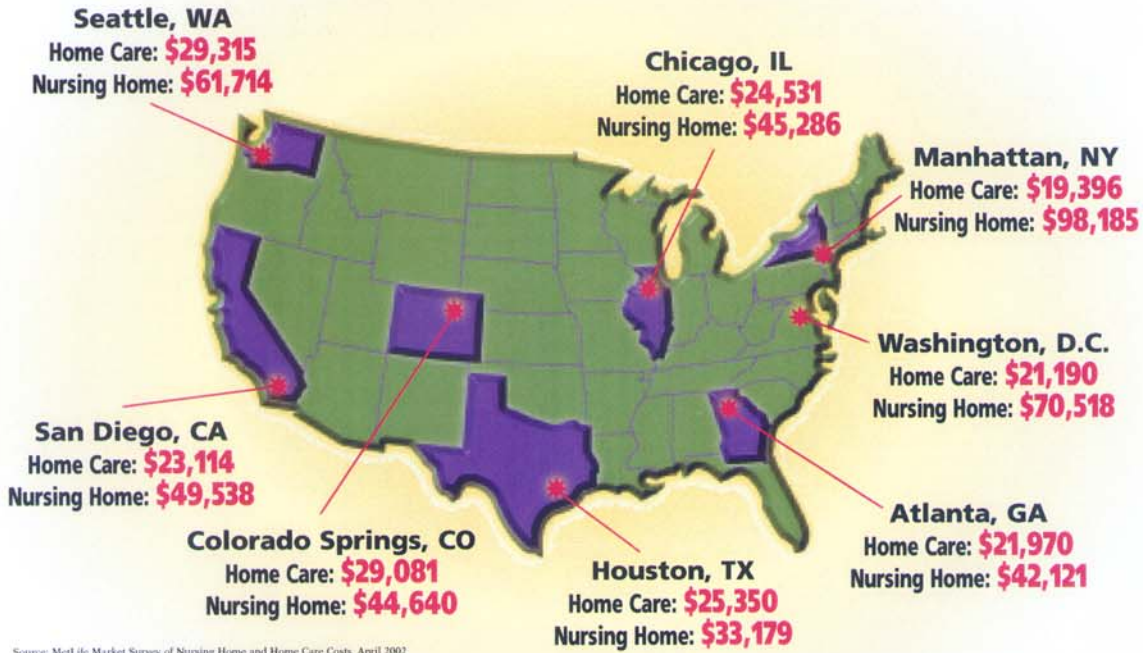


# Be Smart

The Federal Long Term Care Insurance Program is administered by Long Term Care Partners, LLC, and offered by: John Hancock Life Insurance Company, Boston, MA 02117 Metropolitan Life Insurance Company, New York, NY 10010



# Can You Afford the Cost of Long Term Care ?



Source: MetLife Market Survey of Nursing Home and Home Care Costs, April 2002.

**What is the average annual cost of care in your area? Take a look!** The national average annual cost of home health care is well over \$20,000 (that's \$18/hour<sup>1</sup>, five hours per day, five days a week for a home health aide) — and it's expected to climb to \$68,000 by 2030.<sup>2</sup> For care in a nursing home, the national average annual cost is \$52,000<sup>1</sup> (for a semi-private room) and is expected to climb to \$190,600 by 2030.<sup>2</sup> Take a look at the map above for the average annual cost of care in your area — you may discover that it is even more expensive than you thought. Now ask yourself, how will you pay for these costs should you or a loved one need long term care? And if you don't see *your* city listed above, go to our web site, [www.LTCFEDS.com](http://www.LTCFEDS.com), for a larger listing of costs by area.

<sup>1</sup> MetLife Market Survey of Nursing Home and Home Care Costs, April 2002.

<sup>2</sup> "Can Aging Baby Boomers Avoid the Nursing Home?", Stucki, B. and Mulvey, J., American Council of Life Insurers, March 2000, page 15.

**Be smart! Call 1-800-LTC-FEDS (1-800-582-3337) (TDD 1-800-843-3557) or visit [www.LTCFEDS.com](http://www.LTCFEDS.com) for a free Program Overview Brochure!**



## Be Smart



"Help protect your assets from the potentially high costs of long term care. Find out more about the Federal Long Term Care Insurance Program today!"

*Kay Coles James*  
Director, U.S. Office of Personnel Management

### The Federal Long Term Care Insurance Program



Sponsored by the U.S. Office of Personnel Management and Offered by John Hancock and MetLife

The Federal Long Term Care Insurance Program is administered by Long Term Care Partners, LLC, and offered by John Hancock Life Insurance Company, Boston, MA 02117; Metropolitan Life Insurance Company, New York, NY 10010



FED0045(0502)

# Finance

*CORRECTION*

## Exhibit 213, AIC Amount Multiples

In the article "Handbook F-1 Revision: Update to Exhibit 213, AIC Amount Multiples," in *Postal Bulletin* 22079 (6-27-02, page 15), we omitted the "Disbursements" columns, which contained an AIC code change. The correct information is printed here.

### Handbook F-1, Post Office Accounting Procedures

	*	*	*	*	*
<b>2</b>	<b>Financial Reporting Procedures</b>				
	*	*	*	*	*

## Exhibit 213 AIC Amount Multiples

[Replace Exhibit 213 with the following:]

Receipts		Disbursements	
AIC	Amount	AIC	Amount
010	15.00	407	1.00
084	0.05	491	15.00
087	0.05	502	15.00
091	15.00	511	15.00
101	0.05	520	15.00
103	0.25	534	0.50
112	1.00	586	0.05
115	0.10	806	15.00
116	475.00		
117	150.00		
118	150.00		
134	150.00		
138	150.00		
139	5.00		
140	150.00		
141	150.00		
142	150.00		
155	475.00		
158	0.10		
172	150.00		
197	150.00		
264	15.00		

\* \* \* \* \*

— Revenue and Field Accounting,  
Finance, 7-11-02

## International Mail

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### ICM UPDATES

#### International Customized Mail

We have combined ICM updates into one *Postal Bulletin* article to save space and paper. Ten ICM updates appear here.

On May 30, 2002, the Postal Service entered into an International Customized Mail (ICM) Service Agreement with a qualifying mailer. In accordance with *International Mail Manual* (IMM) 297.4, the Postal Service now makes public the following information concerning the Agreement:

- a. **Term:** July 1, 2002, through June 30, 2003.
- b. **Type of mail:** *Global Express Mail* (EMS). Every item must conform to the mailing requirements set forth in the IMM for Qualifying Mail.
- c. **Destination country:** Japan.
- d. **Service provided by the Postal Service:** The Postal Service has agreed to:
  1. Furnish the Mailer, or mailing agent(s), with the postal equipment and postal supplies necessary to prepare Qualifying Mail.
  2. Provide the mailer, or mailing agent(s), with the training necessary to prepare Qualifying Mail in conformity with Postal Service requirements.
  3. Pick up mailings at the Mailer's plant.
  4. Arrange with carriers for transport of Qualifying Mail to Japan where the proper authority will effect delivery.
  5. Loan the Mailer a manifesting software application and hardware system for the duration of the Agreement.
  6. Support and maintain the software application.

On May 30, 2002, the Postal Service amended an International Customized Mail (ICM) Service Agreement dated May 14, 2001. The Agreement was published in *Postal Bulletin* 22076 (5-16-02, page 75). The Amendment modifies the term of the existing Agreement. In accordance with *International Mail Manual* (IMM) 297.4, the Postal Service previously announced entering into an International Customized Mail (ICM) Service Agreement with this Qualifying Mailer and now makes public the following information:

- a. **Term:** April 26, 2002, to May 30, 2002.
- b. **Type of mail:** *Other provisions of the Agreement shall remain in force.*

7. Provide the Mailer with a corporate accounting mailing statement at the end of each postal accounting period, showing a beginning balance, deposits, a listing of each shipment mailed and date, label numbers, office of mailing, number of shipments, postage and fees, and the ending balance in the account.

- e. **Minimum volume commitment:** The mailer has agreed to tender an annualized minimum of 50,000 pieces of Qualifying Mail.
- f. **Worksharing:** The mailer has agreed to:
  1. Pay postage for Qualifying Mail in accordance with payment methods as referenced in IMM 222.21, IMM 222.22, and *Domestic Mail Manual* (DMM) P500 for EMS.
  2. Use a dedicated Express Mail Corporate Account (EMCA) for payment of all qualifying EMS shipments under the ICM agreement.
  3. Support and maintain the manifesting hardware.
  4. Use an EMCA number on all EMS shipments in lieu of affixing postage.
  5. Present mailings to the Postal Service at the Mailer's plant.
- g. **Rates:** The Mailer agrees to pay postage for EMS shipments to Japan at a discount of twenty percent (20%) off the nondiscounted published rates for EMS in effect on the date of mailing.

- c. **Destination countries:** *Other provisions of the Agreement shall remain in force.*

- d. **Service provided by the Postal Service:** *Other provisions of the Agreement shall remain in force.*

- e. **Minimum volume commitments:** *Other provisions of the Agreement shall remain in force.*

- f. **Worksharing:** *Other provisions of the Agreement shall remain in force.*

- g. **Rates:** *Other provisions of the Agreement shall remain in force.*

On June 4, 2002, the Postal Service amended an International Customized Mail (ICM) Service Agreement dated



## Fraud Alert

ALL PERSONNEL PROCESSING MAIL FOR DISPATCH ABROAD

### Foreign Order No. 463

Keep all foreign order notices for use as reference.

#### Tentative Orders

Tentative Lottery Orders have been issued against the following:

##### *Australia*

AUSTRALIAN INTERNATIONAL WINNERS GROUP  
(A.I.W.G.)  
BOX 1467  
GPO SYDNEY NSW 2001  
AUSTRALIA

PRIZETEC  
PO BOX 5753  
GOLD COAST MC QLD  
9726 AUSTRALIA

##### *Canada*

PRIZETEC  
PO BOX 95089  
STN SOUTH DEL CTR  
VANCOUVER BC V6P 6X8  
CANADA

##### *United Kingdom*

AUSTRALIAN INTERNATIONAL WINNERS GROUP  
(A.I.W.G.)  
TNT  
SYD/LHR/132434/002  
EXPRESS DELIVERY CENTRE  
PO BOX 66  
HOUNSLOW  
TW5 9RT  
UNITED KINGDOM

AUSTRALIAN INTERNATIONAL WINNERS GROUP  
(A.I.W.G.)  
TNT  
SYD/LHR/132434/002  
EXPRESS DELIVERY CENTRE  
PO BOX 66  
HUNSLOW  
TW5 9RT  
UNITED KINGDOM

#### Final Orders

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

##### *Australia*

AUSTRALIAN LOTTERY WINNERS SERVICE  
AND  
ALWS  
AND  
PDS PROMPT SERVICE DEPT  
PO BOX 5753  
GOLD COAST MAIL CENTRE  
QLD 9726  
AUSTRALIA  
AND AT  
PO BOX 6688  
GOLD COAST MAIL CENTREJ  
QLD 9726  
AUSTRALIA

CASH AWARD CENTRE  
AND  
WORLDWIDE WINNERS' SEARCH CENTER  
AND  
PDS PROMPT SERVICE DEPT  
PO BOX 5753  
GOLD COAST MAIL CENTRE  
QLD 9726  
AUSTRALIA  
AND AT  
PO BOX 6944  
GOLD COAST MAIL CENTRE  
QLD 9726  
AUSTRALIA  
AND AT  
PO BOX 6688  
GOLD COAST MAIL CENTRE  
QLD 9726  
AUSTRALIA

##### *Canada*

AUSTRALIAN LOTTERY WINNERS SERVICE  
AND  
ALWS  
AND  
PDS PROMPT SERVICE DEPT  
PO BOX 94730  
STN MAIN  
RICHMOND BC V6Y 4A5  
CANADA

REWARD PAYMENT SYSTEMS  
280 PROGRESS AVE  
PO BOX 745  
AGINCOURT ON M1S 5R2  
CANADA

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

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

Do not place any endorsement on the mail pieces themselves.

Personnel may post this notice at the outgoing primary. They must post it on the Foreign Order Board at all Processing and Distribution plants, designated international exchange offices, and Customer Service plants.

— *Judicial Officer, 7-11-02*

## Withholding of Mail Orders

Withholding of Mail Orders are enforced by the postmasters at the cities listed below.

State/City/ZIP Code	Names and Addresses Covered
CA, Huntington Park 90255-1776	Jeff Early And All Other Names, P.O. Box 2476
TN, Columbia 38401-4392	LBC Group, 611A James Campbell Boulevard, PMB 601

— *Judicial Officer, 7-11-02*

## Domestic Order

False Representation. Enforced by the postmaster at the city listed below.

State/City/ZIP Code	Names and Addresses Covered	Product
CA, Hollywood 90028-6206	M. GRANT OR MARY GRANT, 1626 North Wilcox Avenue, PMB 249	Cash giveaway program

— *Judicial Officer, 7-11-02*

### 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

number” or “agreement number” section of the label or form.

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

005070	009984	021580	026475	038147	064534	075974	079951	089359	102465	115434	152547	210444
005366	010155	021590	026500	040126	064654	076003	079981	089383	103228	115478	152575	210445
005389	010491	021605	026556	040310	064683	076009	079987	089471	103610	115491	152825	210505
005498	010655	021624	027038	040330	064690	076192	080127	089508	103886	117104	152973	210554
006027	011276	021641	027120	040340	064729	076245	080326	089527	103925	117117	153077	210582
006277	011315	021642	027292	041161	064768	076313	080340	089535	104123	117142	159044	210592
006308	015233	021686	027297	041179	064933	076404	080475	089845	104140	117251	159087	210600
006340	015554	021704	027407	042017	065026	076649	080567	089855	104459	117290	159091	210602
006732	015589	021712	027480	042055	065372	076816	080573	089907	104462	117296	165102	210603
006745	015605	021725	027529	042060	065591	076821	080588	089933	104501	117370	165108	210617
006881	016106	021827	027556	042070	065690	076953	085012	090148	104557	117529	165173	210672
006941	016808	021861	027584	044002	065700	077069	085017	090177	105007	117603	165331	210750
007043	018005	021904	027698	044004	065701	077091	085050	090312	105118	117809	170231	210763
007077	018055	021906	027893	044030	065902	077207	085142	090394	105720	118087	170283	212855
007111	018098	021964	027917	044041	066341	077222	085165	090400	105886	118792	171304	212894
007225	018176	021971	027995	044049	066470	077237	085204	091033	105999	118798	175084	220014
007313	018284	021995	028028	044055	067190	077274	085248	091235	106362	119138	178062	220125
007322	018409	022007	028053	044120	067260	077288	085263	091488	106450	119316	180121	220163
007346	018425	022054	028066	044171	067357	077296	085290	091714	106485	119412	181025	220187
007357	018438	022060	028214	046010	068385	077297	085310	091882	106570	119586	183029	220196
007399	018465	022098	028498	046304	068446	077299	085333	092340	107231	119599	184040	220669
008051	018560	022106	028519	047019	068481	077305	085400	092408	108412	120247	187084	220846
008065	018597	022127	028759	047305	068546	077328	085600	092521	108583	124053	191182	221022
008147	018810	022235	028876	048303	068603	077456	085648	092883	108604	124089	191238	221225
008229	018825	022251	028938	049032	068606	077495	085700	093018	108781	124185	191723	221673
008322	019391	022269	028945	049089	069011	077584	085702	093073	108954	125345	192661	222044
008374	019408	022299	028971	050057	069018	077586	085710	093445	109025	125362	192669	222218
008450	019461	022300	029004	052006	069038	077643	085918	093874	109359	125375	192790	222317
008496	019618	022310	029025	054023	069089	077752	088039	095805	109530	125401	192864	222339
008588	019765	022500	029052	054143	069105	077871	088041	095867	109641	125421	192992	223156
008649	019835	022543	029095	054288	069853	077890	088063	096685	109791	126084	193180	224004
008750	019962	022551	029161	055019	070066	078020	088069	096793	109927	129926	193566	229006
008767	020160	022577	029246	055026	070216	078040	088188	097068	109981	129939	196066	229031
008778	020233	022615	029354	055068	070225	078165	088200	097240	110329	131029	197053	229105
008832	020401	022700	029515	055159	070433	078169	088291	097417	110598	132062	198222	232320
008871	020497	022704	029651	060143	070799	078243	088294	097422	110890	135115	<b>200057</b>	235371
008884	020552	022712	029718	060320	070929	078244	088344	097486	111559	138016	200234	235512
009023	020570	022772	029722	060331	070941	078250	088367	097799	111765	142270	200275	235525
009036	020581	022805	029732	060391	071087	078402	088406	098075	111811	142991	200546	235526
009054	020599	022806	029790	060408	071166	078422	088514	098215	111862	146040	200736	235536
009095	020601	022843	029844	060460	071171	078438	088524	098235	111866	146175	200881	236036
009106	020608	022910	029865	060901	071436	078869	088528	098501	111881	146656	208402	260028
009159	021021	022912	029913	061546	075072	078886	088547	098503	111887	146731	208837	263017
009215	021028	023156	029957	061564	075123	078898	088573	098717	111910	146788	208943	270048
009217	021063	023158	029998	061655	075140	079018	088574	098758	111914	150190	209303	272135
009231	021082	023172	030043	063312	075165	079062	088624	098870	111919	150279	210010	272209
009389	021090	023181	031050	063319	075383	079076	088662	<b>100016</b>	112316	150289	210037	272266
009541	021187	023557	031134	063431	075388	079128	088717	100095	112834	151020	210112	272313
009767	021272	023571	032038	063494	075615	079152	088719	100135	113092	151162	210146	274027
009898	021335	023630	033001	064055	075649	079153	089180	100231	113206	152100	210306	276025
009911	021348	025316	034000	064057	075713	079557	089207	100275	113217	152131	210339	276241
009923	021384	025375	036008	064117	075751	079642	089218	100551	113852	152270	210399	276406
009953	021518	025392	037120	064170	075794	079757	089336	101177	114351	152327	210410	276622
009967	021530	026347	038093	064488	075891	079797	089353	102116	115422	152503	210419	277012

277041	321070	336090	402577	452873	468121	481146	532729	551211	600676	601720	605458	674230
280182	321172	336107	402587	452879	468131	481559	532746	551292	600680	601792	605966	680071
281122	321176	336160	402635	454153	468132	481571	532781	551321	600689	601880	606054	681616
282542	322037	336166	402724	454261	468137	481738	532910	551344	600702	601888	606060	688122
282686	322146	336183	402790	454403	468152	481835	532951	551366	600707	601991	606061	<b>701026</b>
282770	322324	336193	402803	454444	468188	481879	537062	551874	600711	602137	606101	701227
282830	322368	336367	402833	454535	468204	481920	537065	551938	600722	602161	606134	701252
282854	322384	336516	402867	454575	468216	482823	537079	551971	600728	602183	606382	701322
283325	322422	337018	402927	454628	468218	482958	537100	553476	600752	602206	606444	706145
286098	322591	337034	405008	454644	468269	483177	537179	553742	600753	602208	606553	708616
287039	322967	337057	405018	454651	468279	483207	537182	553749	600758	602276	606572	719033
288100	324036	337191	405156	454711	468280	483299	537187	554017	600769	602328	606619	721050
288108	325107	337356	405164	454782	468281	483318	537193	554102	600778	602345	606787	730330
292639	325130	339335	410002	454786	468292	483480	537197	554105	600799	602353	606980	730628
292643	326010	340033	410204	454787	468296	483532	537217	563020	600819	602354	607011	730791
293310	326192	340084	420065	454788	468300	485208	537219	563045	600890	602375	607266	731034
294478	326413	340281	420082	454796	468302	485271	537226	565001	600899	602418	607281	731037
295232	326478	340322	421034	456043	468303	485315	537266	570011	600934	602464	607403	731417
296220	326547	340516	423064	458121	468321	485330	537270	570067	600959	602470	607525	731450
296420	327432	340582	430061	458151	468331	486325	537300	570090	600972	602485	607645	731459
<b>300255</b>	<b>327689</b>	<b>340812</b>	<b>430113</b>	<b>460112</b>	<b>468341</b>	<b>488027</b>	<b>537306</b>	<b>571013</b>	<b>600978</b>	<b>602491</b>	<b>607669</b>	<b>740161</b>
300639	327846	340971	430132	460122	468345	488564	537343	574029	600980	602538	607797	740504
300647	327869	344001	431025	460140	468353	489432	537355	581023	600991	602540	607817	741176
300742	328058	347021	431038	461090	468370	490141	537358	591521	600998	602546	607899	741433
300915	328073	349011	431046	462001	468371	490492	537373	597521	601002	602548	608001	741524
301073	329139	349296	432446	462042	468373	490706	537374	598642	601007	602616	608003	741584
301232	329646	349324	432514	462294	468392	492030	537396	599550	601015	602618	608070	741781
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## 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.

010 504 1932 to 010 504 1999	026 492 3180 to 026 492 3199	273 070 8059 to 273 070 8099	390 545 5974 to 5999
011 582 1889 to 011 582 1899	027 361 0430 to 027 361 0499	273 775 7700 to 273 775 7899	391 104 6146 to 6199
011 588 2900 to 011 588 3099	027 369 4482 to 027 369 4495	302 000 0000 to 302 123 9999	391 574 1466 to 1499
012 579 5675 to 012 579 5699	027 671 8762 to 027 671 8776	349 746 2056 to 2099	391 783 3020 to 3599
013 289 6176 to 013 289 6199	027 787 9886 to 027 787 9899	350 518 7350 to 7374	391 792 6100 to 6199
013 610 0014 to 013 610 0099	027 965 9487 to 027 965 9499	360 011 1690 to 1699	392 668 2956 to 2999
014 932 1000 to 014 932 1099	028 191 1852 to 028 191 1999	360 168 6008 to 6099	392 854 8500 to 8899
014 972 0800 to 014 972 0899	028 850 3000 to 028 850 3199	360 173 8800 to 8899	393 584 7566 to 7699
015 363 0007 to 015 363 0099	029 510 1500 to 029 510 1599	360 324 2326 to 2399	393 650 0074 to 0099
017 028 3200 to 017 028 3299	030 687 0903 to 030 687 0999	362 861 3064 to 3099	393 838 8316 to 8499
018 569 5333 to 018 569 5399	030 701 3442 to 030 701 3499	362 861 3064 to 3099	393 893 6007 to 6099
018 986 5264 to 018 986 5299	031 077 4507 to 031 077 4799	373 006 2176 to 2199	394 126 6907 to 6999
019 518 2814 to 019 518 2899	032 295 7500 to 032 295 9999	374 768 2600 to 2699	394 189 0405 to 0599
020 698 5159 to 020 698 5199	034 394 1000 to 034 394 1099	375 169 4400 to 4599	394 822 3243 to 3278
020 844 7307 to 020 844 7399	034 943 0400 to 034 943 0799	375 829 3400 to 3499	394 990 1810 to 1899
020 972 8948 to 020 972 8999	040 024 3901 to 040 024 3999	375 851 9100 to 9199	395 343 3264 to 3299
022 021 9110 to 022 021 9181	040 674 7100 to 040 674 7199	375 851 9100 to 9199	395 373 3035 to 3099
022 037 1411 to 022 037 1499	040 688 8816 to 040 688 8899	376 196 0911 to 0999	395 396 9649 to 9799
024 380 4100 to 024 380 4199	041 803 6565 to 041 803 6599	376 196 0911 to 0999	395 970 3240 to 3299
024 496 6870 to 024 496 6896	044 087 3457 to 044 087 3499	378 085 3679 to 3699	397 622 4054 to 4099
025 092 0987 to 025 092 0999	044 087 4000 to 044 087 4099	378 351 1063 to 1099	397 819 8902 to 8999
025 369 5535 to 025 369 5599	045 524 4121 to 045 524 4298	379 843 5100 to 5199	398 149 7200 to 7699
025 729 1151 to 025 729 1199	210 221 0548 to 210 221 0599	380 093 9600 to 9699	398 149 7200 to 7699
025 729 1643 to 025 729 1799	227 275 9400 to 227 275 9999	380 165 1165 to 1199	399 070 0872 to 0899
		381 325 4500 to 4599	399 156 7119 to 7199
		381 604 2510 to 2699	399 203 5064 to 5099
		381 645 9525 to 9599	399 296 9910 to 9999
		383 314 3968 to 3999	399 396 8935 to 8999
		383 892 1000 to 1344	399 792 7775 to 7799
		383 892 1382 to 1399	399 792 8300 to 8399
		384 925 3641 to 3654	<b>400 427 1051 to 1999</b>
		385 568 2331 to 2399	401 045 1505 to 1549
		385 599 7554 to 7575	401 045 1571 to 1599
		385 774 2024 to 2099	401 294 2700 to 2799
		386 624 1412 to 1599	401 310 9505 to 9599
		386 883 8936 to 8999	401 382 5312 to 5399
		387 314 5574 to 5599	402 578 7876 to 7899
		387 837 6300 to 6399	403 125 6744 to 6799
		388 828 0656 to 0699	403 260 7000 to 7499
		389 696 2400 to 2799	403 280 6470 to 6499
		389 846 3104 to 3135	403 685 8600 to 8699
		389 846 3145 to 3195	404 003 0300 to 0399
		389 887 9211 to 9230	404 041 8838 to 8899
		389 887 9234 to 9299	404 071 4268 to 4299
		<b>390 001 3182 to 3199</b>	404 347 5356 to 5399
		390 001 3500 to 3699	404 347 5548 to 5599

404 726 4500 to	4599	421 130 9300 to	9399	443 800 9335 to	9399	459 365 5432 to	5499
404 961 5001 to	5199	421 313 4500 to	4999	444 382 8822 to	8899	459 378 5764 to	5799
405 325 0188 to	0198	421 364 5537 to	5599	444 390 1667 to	1699	459 472 4816 to	4999
406 009 4587 to	4599	421 656 2609 to	2699	444 457 3854 to	3899	<b>460 349 6878 to</b>	<b>6899</b>
406 260 6830 to	6899	421 988 9700 to	9799	<b>450 048 4173 to</b>	<b>4199</b>	460 550 1909 to	1999
406 459 6641 to	6999	422 172 4667 to	4699	450 048 4442 to	4699	460 997 5234 to	5299
406 733 3000 to	3999	422 484 4212 to	4299	450 560 5173 to	5199	461 973 6443 to	6499
407 545 1557 to	1599	422 556 1270 to	1299	450 620 3077 to	3099	462 152 0107 to	0299
407 594 0412 to	0599	422 587 7024 to	7099	450 620 3135 to	3199	462 274 1072 to	1099
407 692 9100 to	9299	422 819 7533 to	7599	450 780 2716 to	2799	462 277 8373 to	8399
407 959 2190 to	2199	422 842 5073 to	5087	450 801 2700 to	2799	462 554 6051 to	6099
408 265 2275 to	2288	422 907 7563 to	7599	451 109 2967 to	2984	463 011 5529 to	5540
408 499 7700 to	7799	424 500 6050 to	6099	451 115 4110 to	4125	463 176 4115 to	4199
408 499 7900 to	7999	424 641 8500 to	8599	451 115 4127 to	4199	463 176 4229 to	4299
408 682 8484 to	8599	424 871 6600 to	6699	451 746 0700 to	0799	463 185 2600 to	2799
408 698 7015 to	7099	425 298 2352 to	2399	452 265 0074 to	0099	463 227 7711 to	7799
409 072 3941 to	3999	425 418 4269 to	4299	452 265 0246 to	0299	463 414 4869 to	4899
<b>410 491 2311 to</b>	<b>2399</b>	425 418 4405 to	4499	452 265 0335 to	0999	463 808 3484 to	3499
410 694 8400 to	8599	426 547 4566 to	4599	452 509 1169 to	1199	463 945 7400 to	7899
410 775 1500 to	1599	427 412 6337 to	6499	452 855 6471 to	6499	464 629 9000 to	9399
410 795 7927 to	7999	427 481 0900 to	0999	452 890 4679 to	4799	464 711 4332 to	4399
410 867 0917 to	0966	428 027 2742 to	2752	452 900 8215 to	8238	465 692 3963 to	3999
410 867 0970 to	0999	429 474 4172 to	4199	453 117 9146 to	9199	465 698 8300 to	8599
411 868 1023 to	1199	429 889 2900 to	2999	453 334 3631 to	3699	465 743 7745 to	7799
411 922 2322 to	2399	<b>430 150 4401 to</b>	<b>4599</b>	453 603 7841 to	7891	466 798 6056 to	6067
412 193 0900 to	0999	430 172 9800 to	9899	453 650 1140 to	1199	467 147 4300 to	4399
412 395 8599 to	8699	430 177 1900 to	2099	453 741 1300 to	1399	468 079 5782 to	5799
412 485 6500 to	6599	430 444 9500 to	9699	454 013 2919 to	2999	469 067 2817 to	2899
412 485 6610 to	6699	430 664 4070 to	4099	454 186 2411 to	2499	469 127 8000 to	8199
412 885 5953 to	5999	432 168 8419 to	8499	454 268 4883 to	4899	469 213 0359 to	0399
414 193 3608 to	3674	432 708 6800 to	6999	454 302 5400 to	5499	469 213 0500 to	0599
414 193 3677 to	3699	432 744 1544 to	1599	454 490 8300 to	8399	469 561 8011 to	8099
414 411 7348 to	7399	432 995 9775 to	9799	454 547 7434 to	7499	469 658 1961 to	1999
414 640 0757 to	0799	433 003 5800 to	5899	454 922 4867 to	4895	469 666 9900 to	9999
414 965 1727 to	1799	433 757 3047 to	3099	455 221 1348 to	1499	469 678 1900 to	1999
417 302 8104 to	8199	433 765 4003 to	4099	455 364 2147 to	2199	469 781 4900 to	4999
417 387 6532 to	6599	434 482 7060 to	7199	455 399 5400 to	5499	469 947 6960 to	6999
417 496 6800 to	6999	434 513 2386 to	2399	455 476 0676 to	0699	<b>470 755 5800 to</b>	<b>5818</b>
417 871 9250 to	9299	434 968 3076 to	3092	455 543 0618 to	0699	471 918 0300 to	0999
417 930 9533 to	9599	435 303 1831 to	1842	456 410 9006 to	9099	471 985 2408 to	2419
418 164 6500 to	6799	435 303 1986 to	1999	456 470 4146 to	4299	472 191 6700 to	6799
418 423 9863 to	9899	435 666 6092 to	6399	456 619 4460 to	4499	472 270 2555 to	2599
418 633 5922 to	5999	436 082 6400 to	6899	457 333 2686 to	2699	472 987 0213 to	0241
418 719 8520 to	8599	436 160 6441 to	6499	457 729 1767 to	1777	472 987 0290 to	0299
418 744 2235 to	2299	437 316 7115 to	7199	457 937 8615 to	8699	473 151 2069 to	2199
418 962 2848 to	2899	437 427 0500 to	3499	458 028 9810 to	9899	473 666 9138 to	9199
419 543 0286 to	0299	439 179 2300 to	2399	458 057 2712 to	2999	473 952 3429 to	3499
419 730 0300 to	0399	439 310 0458 to	0499	458 069 9537 to	9599	474 108 5402 to	5499
<b>420 277 0015 to</b>	<b>0049</b>	<b>440 698 1947 to</b>	<b>1999</b>	458 069 9665 to	9699	474 356 5193 to	5299
420 599 0734 to	0798	440 858 6300 to	6399	458 337 5222 to	5299	474 949 3366 to	3399
420 661 4115 to	4199	440 858 6420 to	7299	458 354 7653 to	7999	475 134 9362 to	9399
420 758 9500 to	9699	441 199 1655 to	1699	458 671 8678 to	8699	475 167 9667 to	9699
420 969 3951 to	3971	443 127 3648 to	3699	458 671 8721 to	8798	475 319 3415 to	3499
420 969 3973 to	3999	443 127 4000 to	4099	458 847 5044 to	5999	475 319 3649 to	3799
421 116 3565 to	3599	443 673 7900 to	7999	459 274 7624 to	7699	475 340 6400 to	6599

475 424 8410 to	8499	489 997 5252 to	5299	607 689 7951 to	7960	625 916 9500 to	9799
475 629 9156 to	9199	<b>490 669 5850 to</b>	<b>6099</b>	607 728 1276 to	1299	625 968 8956 to	8999
475 850 6101 to	6199	490 717 7080 to	7099	608 727 7100 to	7199	627 005 3938 to	3999
475 875 2500 to	2599	490 721 6000 to	6099	608 727 7273 to	7599	627 384 3907 to	4099
476 169 8264 to	8299	490 793 1500 to	2099	608 813 9950 to	9999	627 496 7549 to	7599
476 189 3000 to	3499	490 886 8171 to	8199	609 067 5325 to	5399	627 708 3605 to	3699
476 331 2480 to	2499	490 977 9221 to	9240	609 067 5488 to	5499	627 776 2500 to	2599
477 289 8601 to	8699	491 258 8100 to	9099	609 067 5600 to	5699	628 226 3100 to	3199
477 681 5206 to	5299	491 567 1376 to	1399	609 289 6123 to	6199	628 814 4702 to	4799
478 010 4243 to	4268	492 254 4800 to	4899	609 438 4400 to	4499	628 851 9689 to	9699
478 010 4270 to	4291	492 283 5100 to	5199	609 493 1100 to	1199	629 510 7200 to	7299
478 450 5071 to	5099	492 610 6813 to	6899	609 766 8091 to	8999	629 964 4200 to	4294
478 469 7838 to	7858	493 394 5568 to	5599	609 825 4100 to	4115	<b>630 389 3056 to</b>	<b>3071</b>
478 469 7883 to	7899	493 470 2562 to	2599	609 884 2981 to	2999	630 463 0588 to	0599
479 280 9800 to	9899	493 473 7700 to	7799	609 893 1000 to	1099	631 459 9117 to	9199
479 365 9116 to	9176	493 716 2153 to	2199	<b>610 092 3200 to</b>	<b>3299</b>	631 762 9325 to	9399
479 412 9900 to	9999	494 206 2972 to	2999	610 582 4200 to	4299	632 217 4933 to	4999
479 667 6190 to	6199	494 217 3446 to	3999	611 879 6939 to	6999	632 500 0000 to	599 9999
479 748 9680 to	9699	494 224 0500 to	0599	612 291 8013 to	8099	633 110 4165 to	4199
479 860 7000 to	7199	495 145 0600 to	0699	612 751 5171 to	5199	633 110 4303 to	4499
<b>480 526 2000 to</b>	<b>2099</b>	496 209 7425 to	7499	612 751 5226 to	5299	633 438 6429 to	6599
480 640 6330 to	6399	496 213 8728 to	8799	612 751 6083 to	6099	633 588 7173 to	7182
480 658 0568 to	0599	496 474 5226 to	5248	612 751 6268 to	6299	634 725 0700 to	0799
480 689 5100 to	5199	497 053 8517 to	8699	612 751 6572 to	6599	634 803 3239 to	3299
481 072 9463 to	9499	497 854 8673 to	8699	612 774 2111 to	2199	634 807 2474 to	2499
481 673 0074 to	0095	498 449 8888 to	8899	612 774 2254 to	2299	634 827 5900 to	5999
482 527 1500 to	1599	498 929 8285 to	8499	612 774 2500 to	2599	634 886 3428 to	3499
482 541 5255 to	5299	498 936 5310 to	5399	614 469 0979 to	0999	635 559 3449 to	3499
482 729 6800 to	6899	499 016 5425 to	5499	614 474 3000 to	3099	636 289 6214 to	6299
483 363 7207 to	7299	499 440 8575 to	8899	614 521 3490 to	3499	636 634 8007 to	8042
483 402 2356 to	2399	499 731 6717 to	6799	614 645 1800 to	1899	637 150 1200 to	1299
483 486 5100 to	5199	<b>500 064 1858 to</b>	<b>1869</b>	614 832 1100 to	2099	637 562 5828 to	5899
483 632 1521 to	1599	500 070 5725 to	7799	615 017 7505 to	7599	638 042 1647 to	1699
483 632 2600 to	2799	<b>600 645 3223 to</b>	<b>3299</b>	617 711 6609 to	6699	638 049 4984 to	4999
483 849 1615 to	1699	601 339 1200 to	1399	617 760 5266 to	5299	638 318 1115 to	1199
484 174 4803 to	5299	601 653 5884 to	5899	617 813 3601 to	3699	638 318 1453 to	1499
484 323 8900 to	9199	601 661 7700 to	7799	618 840 9200 to	9299	638 885 0000 to	0299
484 680 5000 to	5038	601 682 5343 to	5399	619 551 7229 to	7299	638 903 4362 to	4373
484 680 5040 to	5074	601 928 1600 to	1699	619 859 3000 to	3099	639 415 1929 to	1999
484 680 5077 to	5099	602 512 2972 to	2999	<b>620 073 9400 to</b>	<b>9499</b>	639 415 2019 to	2099
485 029 4913 to	4999	602 555 2400 to	2799	621 614 7907 to	7930	639 420 6200 to	6299
486 176 0600 to	0699	602 829 7061 to	7099	621 614 7932 to	7999	639 469 3517 to	3799
486 559 7555 to	7599	603 483 9572 to	9599	621 648 8021 to	8199	639 605 2143 to	2199
486 696 3023 to	3199	603 490 7200 to	7299	621 648 8500 to	8599	639 657 8600 to	8799
488 173 7900 to	7999	603 678 7100 to	7199	621 904 8351 to	8599	<b>640 289 7500 to</b>	<b>7599</b>
488 206 4100 to	4199	603 678 7662 to	7699	621 916 1978 to	1989	640 289 7700 to	7999
488 226 0200 to	0299	603 678 7902 to	7999	622 989 8032 to	8099	641 170 4420 to	4499
488 709 3906 to	3999	603 678 8418 to	8499	623 076 9300 to	9399	641 318 3133 to	3199
488 855 8359 to	8399	603 678 8700 to	9999	623 819 5006 to	5099	641 378 6500 to	6999
489 181 8963 to	8999	604 086 0880 to	0899	623 895 8200 to	8399	641 383 8739 to	8799
489 223 2000 to	2099	604 349 1414 to	1499	623 917 0000 to	0099	641 877 3187 to	3299
489 311 1930 to	1999	604 503 7776 to	7799	623 917 0200 to	0299	641 877 3310 to	3399
489 318 6200 to	6300	605 520 9037 to	9099	624 468 5288 to	5299	642 355 8094 to	8199
489 384 0027 to	0099	605 685 4010 to	4099	624 665 3162 to	3198	642 355 8308 to	8999
489 427 0658 to	0899	605 988 6467 to	6499	625 088 6735 to	6799	642 900 0018 to	0099



643 030 6254 to	6299	654 962 2900 to	3199	<b>680 112 9565 to</b>	<b>9599</b>	698 042 4816 to	4899
644 066 0882 to	0899	655 103 5081 to	5199	680 244 0903 to	0999	698 131 2138 to	2157
644 069 0600 to	0699	655 523 2600 to	2999	680 412 6046 to	6099	698 227 0000 to	0099
644 077 7506 to	7699	656 305 2448 to	2499	680 761 6800 to	6899	<b>700 065 2570 to</b>	<b>2599</b>
644 085 8157 to	8199	657 347 4438 to	4999	681 677 0540 to	0699	700 065 4800 to	4899
644 112 9839 to	9899	657 710 8100 to	8999	682 070 1029 to	1099	700 190 3350 to	3359
644 373 9083 to	9099	657 780 0985 to	0999	682 956 6280 to	6299	700 228 6048 to	6099
644 380 1460 to	1499	658 586 1400 to	1499	682 956 6490 to	6599	700 650 0452 to	0499
644 733 4715 to	4799	658 877 8000 to	8199	682 956 6700 to	6799	700 666 1323 to	1349
644 900 9712 to	9799	658 880 8000 to	8199	682 965 1178 to	1199	700 786 9106 to	9142
644 901 0109 to	1299	659 398 7300 to	7399	682 965 1201 to	1299	700 859 0744 to	0758
644 901 1325 to	1399	659 706 8113 to	8199	683 118 2389 to	2399	701 028 6780 to	6899
644 923 6800 to	7799	659 846 7837 to	7899	683 378 2000 to	2099	701 213 3900 to	3999
644 932 4655 to	4699	<b>660 510 4100 to</b>	<b>4199</b>	683 378 2117 to	2299	701 267 2000 to	3999
645 318 7240 to	7499	660 673 0400 to	0599	683 415 1200 to	1499	701 335 7312 to	7399
645 333 1766 to	1799	661 488 5000 to	5099	683 444 8159 to	8199	701 369 2005 to	2050
645 790 8632 to	8699	661 609 9100 to	9199	685 154 7780 to	7789	701 503 2247 to	2299
645 821 0657 to	0699	661 716 9420 to	9499	685 297 7645 to	7699	701 541 2271 to	2299
645 930 7948 to	7999	661 906 6522 to	6599	685 623 5264 to	5299	701 553 6557 to	6599
645 975 0737 to	0762	662 021 8332 to	8399	685 650 9487 to	9499	701 601 3457 to	3499
646 242 6200 to	6299	662 068 0700 to	0899	685 669 4200 to	4299	701 605 5913 to	5999
646 270 7639 to	7799	662 553 0774 to	0799	685 757 8452 to	8499	701 695 3982 to	3999
646 798 4000 to	4999	663 078 7034 to	7099	686 071 2694 to	2799	701 695 4148 to	4199
647 048 7035 to	7099	663 763 5300 to	5399	686 176 3333 to	3354	701 695 4227 to	4299
647 049 2900 to	2999	663 883 7039 to	7499	686 372 3200 to	3299	701 708 1741 to	1799
647 398 8300 to	8399	664 253 8000 to	8499	686 644 5879 to	5899	701 736 3966 to	3999
647 398 8481 to	8499	664 656 3055 to	3099	686 899 1371 to	1399	701 838 2800 to	2899
647 437 3000 to	4999	665 174 6400 to	6499	686 931 7636 to	7699	701 941 0600 to	0699
647 811 2188 to	2199	665 274 8208 to	8299	687 601 0973 to	0999	702 171 1603 to	1699
648 009 6057 to	6099	665 669 5400 to	5499	687 614 6774 to	6799	702 195 5109 to	5199
648 163 5300 to	5499	666 132 8226 to	8299	688 120 9000 to	9999	702 254 9300 to	9399
648 722 5283 to	5299	666 696 2209 to	2299	688 314 3107 to	3191	702 264 7569 to	7599
648 892 3164 to	3199	666 696 2309 to	2399	<b>690 291 1361 to</b>	<b>1371</b>	702 713 1800 to	1809
649 100 3989 to	3999	667 032 9300 to	9399	690 788 2877 to	2899	702 821 5730 to	5799
649 647 0370 to	0399	667 729 5529 to	5599	690 893 5344 to	5399	702 821 5805 to	5899
649 647 0522 to	0599	668 383 8400 to	8699	690 893 5512 to	5599	702 878 0114 to	0199
649 647 5237 to	5399	<b>670 368 3400 to</b>	<b>3499</b>	690 904 1300 to	1599	<b>740 002 7710 to</b>	<b>7719</b>
649 647 9100 to	9299	670 369 7336 to	7399	690 941 6000 to	6199	740 241 9049 to	9099
649 666 7800 to	8299	670 750 7169 to	7199	691 313 6383 to	6399	740 255 1718 to	1799
<b>650 114 7707 to</b>	<b>7719</b>	671 046 6200 to	6399	691 313 6600 to	6699	740 470 2420 to	2443
650 130 3400 to	3599	671 251 5448 to	5499	691 582 8003 to	8099	740 523 7432 to	7449
650 213 0406 to	0499	671 926 5600 to	5799	691 664 1800 to	1999	740 535 1555 to	1580
650 555 1749 to	1799	672 444 2000 to	2999	691 664 2400 to	2499	740 705 9790 to	9799
650 564 1900 to	1999	672 828 3410 to	3499	692 727 9362 to	9399	740 726 6400 to	6500
650 627 4212 to	4299	673 167 5776 to	5799	692 798 1800 to	1899	740 765 3306 to	3399
650 736 2043 to	2099	675 464 3700 to	3799	693 249 0779 to	0799	<b>805 885 8411 to</b>	<b>8499</b>
650 739 1540 to	1699	675 464 4000 to	4199	693 249 0877 to	1699	806 087 1100 to	1499
651 741 4415 to	4499	676 365 5958 to	5999	693 445 0566 to	0999	806 268 9275 to	9299
651 882 2800 to	2899	676 669 1024 to	1099	693 448 8500 to	8999	806 534 3400 to	3477
652 754 6317 to	6399	677 126 6734 to	6799	693 645 9583 to	9599	807 342 3283 to	3399
653 131 4945 to	4999	677 333 9979 to	9999	693 965 4200 to	4299	808 086 7100 to	7199
653 426 3300 to	3399	677 466 1088 to	1099	695 741 2906 to	2999	808 090 3440 to	3499
653 455 4874 to	4899	678 071 4500 to	4799	695 947 8518 to	8599	808 325 5161 to	5699
654 238 0000 to	0399	678 096 7531 to	7599	696 662 8247 to	8299	808 784 8000 to	8299
654 404 3065 to	3092	679 909 2578 to	2599	697 447 8285 to	8296	<b>830 125 0672 to</b>	<b>0699</b>

830 602 5800 to	5999	843 077 6378 to	6399	858 124 7644 to	7699	869 387 1150 to	1199
830 610 3700 to	3799	843 758 5769 to	5778	858 756 3111 to	3299	869 505 3500 to	3599
830 983 3500 to	3599	843 786 2554 to	2699	859 063 8200 to	8699	869 800 0000 to	999 9999
830 983 3635 to	3699	845 656 8165 to	8199	859 190 0600 to	0644	<b>870 054 4814 to</b>	<b>4899</b>
831 354 1387 to	1399	845 727 2100 to	2199	859 811 2888 to	2899	870 491 4812 to	4849
831 815 8240 to	8299	845 746 2618 to	2635	859 855 8873 to	8999	870 536 5820 to	5829
832 525 3810 to	3899	846 390 7531 to	7599	<b>860 240 8520 to</b>	<b>8599</b>	870 541 7167 to	7239
833 159 1884 to	1899	846 918 0572 to	0599	860 275 3900 to	3999	870 575 8155 to	8999
833 456 2567 to	2599	847 237 7690 to	7699	860 518 9629 to	9699	870 589 0485 to	0494
833 566 3015 to	3071	847 284 2481 to	2499	860 600 0021 to	0999	870 691 7060 to	7099
834 316 5444 to	5499	847 374 7055 to	7065	861 158 2350 to	2599	872 100 0445 to	0459
834 354 8747 to	8766	847 374 7055 to	7065	861 637 6010 to	6099	<b>900 556 4178 to</b>	<b>4199</b>
834 354 8824 to	8838	847 636 5304 to	5399	861 979 7292 to	7499	900 845 0044 to	0099
835 269 5700 to	5799	847 700 5447 to	5499	862 216 6100 to	6199	900 936 0217 to	0299
835 496 7303 to	7399	847 723 7500 to	7599	862 263 9213 to	9299	900 936 0435 to	0499
835 539 5200 to	5999	849 485 3427 to	3499	862 271 0800 to	0999	901 058 5255 to	5280
835 813 3015 to	3099	849 608 1357 to	1399	862 271 5000 to	5099	901 273 1082 to	1099
837 672 8967 to	8999	849 792 2600 to	2699	863 871 5138 to	5199	901 287 5143 to	5199
837 784 3282 to	3299	<b>850 546 1862 to</b>	<b>1899</b>	863 949 5300 to	5399	901 291 2789 to	2799
838 176 8377 to	8399	851 143 6826 to	6844	864 088 8200 to	8299	901 525 7122 to	7199
838 518 1257 to	1299	851 209 9880 to	9899	864 426 3972 to	3999	902 198 9769 to	9799
839 718 8257 to	8299	851 928 9221 to	9299	864 520 6117 to	6136	902 948 1269 to	1299
<b>840 323 0600 to</b>	<b>0699</b>	852 589 6560 to	6599	865 151 0526 to	0599	902 985 0833 to	0899
840 875 6235 to	6299	853 049 3646 to	3699	865 500 4034 to	4099	903 370 6934 to	6999
840 910 0900 to	0999	854 304 4089 to	4999	865 883 6082 to	6099	904 600 6523 to	6599
841 349 5000 to	5099	854 529 2200 to	2299	866 004 3000 to	3999	904 892 0378 to	0399
841 805 7747 to	7899	854 532 0000 to	2999	866 442 4100 to	4899	904 892 0648 to	1299
841 805 7944 to	8099	855 001 6204 to	6249	867 366 9108 to	9118	905 056 2216 to	2299
842 226 0685 to	0695	855 319 9364 to	9399	867 633 7403 to	7499	905 794 0000 to	0199
842 685 4600 to	4699	855 361 3390 to	3399	867 737 5623 to	5699	905 794 0288 to	0299
842 685 4742 to	4999	856 226 0490 to	0499	868 169 4529 to	4599	905 873 6900 to	6999
842 860 0300 to	0399	856 656 5800 to	5999	868 173 8400 to	8599	905 873 7100 to	7299
842 898 5582 to	5599	856 752 0200 to	0299	868 514 9000 to	9099	905 880 8900 to	8999
843 062 7100 to	7199	857 279 3450 to	3499	868 566 9200 to	9299	905 889 7100 to	7199
843 077 6288 to	6299	857 843 4000 to	4099				

## 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 9 digits. The 10th digit is a check digit only.

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

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

726 484 771	to	4 800	733 704 482	to	4 570	742 178 834	to	8 880	753 620 378	to	0 400
726 493 351	to	5 300	733 751 041	to	1 130	742 325 500	to	5 520	754 013 917	to	3 940
726 504 031	to	4 063	734 009 101	to	9 130	742 325 668	to	5 700	754 161 061	to	1 120
726 504 070	to	4 090	734 290 759	to	0 770	742 408 771	to	8 830	754 358 445	to	8 610
726 504 331	to	4 390	734 389 273	to	9 290	742 512 120	to	2 150	754 410 451	to	0 660
726 563 701	to	4 060	734 440 031	to	0 111	742 684 849	to	4 890	754 438 393	to	8 410
726 599 371	to	9 460	734 797 201	to	7 320	742 839 553	to	9 630	754 493 109	to	3 130
726 626 356	to	6 370	734 939 611	to	9 640	742 913 668	to	3 700	754 664 182	to	4 220
727 182 271	to	2 510	734 950 111	to	0 170	742 917 287	to	7 296	754 816 377	to	6 470
727 416 181	to	6 240	735 120 331	to	0 840	742 921 891	to	1 980	755 487 421	to	7 600
727 481 431	to	1 460	735 283 008	to	3 020	742 983 631	to	3 810	755 592 901	to	3 140
727 749 241	to	9 780	735 293 131	to	3 220	743 020 021	to	0 170	755 790 020	to	0 030
728 382 331	to	2 480	735 635 010	to	5 040	743 206 491	to	6 500	755 791 730	to	1 800
728 702 338	to	2 400	735 783 961	to	3 990	743 235 992	to	6 050	755 926 951	to	7 070
728 915 371	to	5 850	735 803 401	to	3 430	743 940 631	to	0 900	755 934 332	to	4 510
728 953 141	to	3 410	736 005 420	to	5 440	743 978 011	to	8 070	755 957 701	to	8 000
728 954 280	to	4 310	736 366 021	to	6 110	744 234 751	to	4 780	755 962 981	to	3 280
729 169 081	to	9 140	736 624 456	to	4 500	744 499 591	to	9 680	756 035 371	to	5 490
729 363 841	to	3 870	736 670 851	to	1 060	744 626 901	to	6 910	756 301 257	to	1 290
729 682 891	to	3 190	736 767 061	to	7 090	745 388 794	to	8 910	756 371 565	to	1 580
729 838 940	to	9 070	736 767 093	to	7 120	746 446 806	to	6 820	756 876 031	to	6 120
729 839 101	to	9 130	736 982 191	to	2 370	746 818 351	to	8 410	756 876 151	to	6 240
<b>730 077 683</b>	<b>to</b>	<b>7 840</b>	736 982 551	to	2 730	747 245 266	to	5 280	756 970 129	to	0 140
730 109 847	to	9 880	737 110 141	to	0 170	747 364 813	to	4 830	757 059 613	to	9 630
730 373 761	to	3 850	737 185 501	to	5 710	747 501 434	to	1 450	757 078 540	to	8 560
730 501 951	to	2 130	737 317 321	to	7 350	747 739 891	to	0 070	757 086 209	to	6 240
730 519 379	to	9 470	737 517 781	to	7 840	748 148 649	to	8 760	757 240 591	to	0 650
730 569 278	to	9 360	737 628 181	to	8 210	748 259 960	to	9 970	757 277 371	to	7 700
730 711 711	to	1 740	737 634 258	to	4 270	748 565 162	to	5 280	757 291 591	to	2 730
730 722 991	to	3 230	738 361 971	to	1 980	748 874 988	to	5 030	757 964 251	to	4 280
730 845 970	to	5 990	738 447 601	to	7 660	749 137 381	to	7 410	758 067 001	to	7 090
730 888 291	to	8 320	738 648 355	to	8 450	749 190 192	to	0 210	758 105 221	to	5 250
730 927 591	to	7 680	738 849 811	to	9 900	749 685 421	to	5 450	758 324 941	to	5 000
731 307 914	to	7 930	738 892 270	to	2 290	749 846 791	to	6 850	758 593 628	to	3 650
731 402 431	to	2 460	738 997 259	to	7 380	749 993 131	to	3 580	758 709 038	to	9 060
731 407 232	to	7 320	739 161 451	to	1 540	<b>750 071 587</b>	<b>to</b>	<b>1 610</b>	758 744 101	to	4 160
731 588 301	to	8 340	739 219 381	to	9 440	750 408 167	to	8 183	758 850 883	to	0 900
731 767 273	to	7 320	739 740 151	to	0 180	750 438 421	to	8 501	758 860 951	to	1 550
731 781 061	to	1 120	739 793 491	to	3 520	750 743 911	to	4 030	759 152 851	to	2 880
731 837 821	to	7 910	739 793 527	to	3 550	750 779 118	to	9 400	759 740 941	to	1 090
731 841 377	to	1 450	739 942 621	to	2 650	750 910 981	to	1 010	<b>760 004 596</b>	<b>to</b>	<b>4 610</b>
732 018 481	to	8 600	739 999 231	to	9 320	750 960 841	to	0 900	760 118 191	to	8 250
732 067 972	to	8 370	<b>740 011 517</b>	<b>to</b>	<b>1 530</b>	751 296 211	to	6 240	760 155 001	to	5 090
732 188 649	to	8 670	740 030 701	to	0 970	751 539 121	to	9 180	760 378 002	to	8 020
732 193 460	to	3 470	740 261 740	to	1 820	751 541 311	to	1 790	760 692 722	to	2 749
732 201 241	to	1 390	740 265 811	to	6 290	751 757 641	to	7 700	761 055 460	to	5 480
732 220 431	to	0 440	740 299 111	to	9 170	751 936 951	to	7 010	761 169 781	to	9 810
732 355 201	to	5 380	740 299 231	to	9 260	751 951 861	to	1 890	761 504 941	to	5 120
732 472 320	to	2 560	740 329 266	to	9 320	751 999 021	to	9 110	761 516 836	to	6 910
732 541 605	to	1 620	740 889 081	to	9 090	752 139 516	to	9 570	761 613 588	to	3 600
732 572 221	to	2 490	741 010 421	to	0 530	752 182 892	to	2 950	761 688 631	to	8 690
732 586 479	to	6 710	741 113 041	to	3 370	752 206 861	to	7 100	761 805 199	to	5 240
732 994 037	to	4 080	741 373 891	to	4 340	752 295 241	to	5 600	761 826 106	to	6 120
733 163 449	to	3 460	741 452 369	to	2 490	752 731 351	to	1 410	761 881 171	to	1 560
733 297 171	to	7 290	741 492 991	to	3 140	752 767 441	to	7 470	762 304 144	to	4 170
733 446 631	to	7 110	741 553 460	to	3 470	753 008 941	to	9 030	762 324 931	to	4 960
733 474 665	to	4 770	741 764 431	to	4 520	753 194 311	to	4 370	762 439 261	to	9 290

762 524 158 to 4 220	765 954 001 to 4 030	772 057 224 to 7 440	774 961 261 to 1 290
762 584 872 to 4 970	766 120 286 to 0 320	772 162 660 to 3 070	775 106 223 to 6 235
762 593 431 to 3 460	766 125 716 to 5 750	772 718 615 to 8 640	775 106 237 to 6 248
763 155 160 to 5 180	766 158 824 to 8 840	772 970 890 to 0 940	775 331 515 to 1 550
763 178 631 to 8 660	766 388 433 to 8 460	773 009 419 to 9 430	775 444 210 to 4 230
763 506 001 to 6 060	766 509 421 to 9 660	773 112 031 to 2 060	775 579 301 to 9 320
763 522 141 to 2 470	766 572 901 to 3 020	773 125 387 to 5 410	775 622 683 to 2 760
763 717 694 to 7 800	766 748 500 to 8 521	773 179 320 to 9 410	776 144 621 to 4 670
763 826 461 to 6 520	767 024 341 to 4 370	773 202 989 to 3 140	776 154 001 to 4 060
763 900 460 to 0 471	767 326 471 to 6 590	773 208 991 to 9 290	776 561 041 to 1 100
763 900 479 to 0 530	767 332 561 to 2 950	773 231 311 to 1 340	777 561 631 to 2 080
763 917 271 to 7 750	768 009 841 to 9 960	773 348 739 to 8 940	776 657 371 to 7 490
764 125 801 to 5 860	768 011 489 to 1 520	773 575 891 to 5 950	776 817 421 to 7 450
764 284 525 to 4 560	768 177 980 to 7 990	773 858 011 to 8 100	776 817 389
764 526 241 to 6 330	768 391 081 to 1 170	773 892 721 to 7 190	776 951 225 to 1 250
764 601 421 to 1 600	768 661 569 to 1 650	773 958 061 to 8 660	777 621 721 to 1 750
764 650 231 to 0 470	769 000 051 to 0 080	774 107 161 to 7 190	777 810 309 to 0 330
764 984 371 to 4 850	769 050 841 to 0 900	774 177 226 to 7 270	778 049 651 to 9 670
765 003 667 to 3 680	769 159 081 to 9 178	774 279 481 to 9 810	778 106 225 to 6 310
765 042 517 to 2 540	769 737 496 to 7 510	774 408 399 to 8 420	778 218 730 to 8 780
765 194 728 to 4 970	769 778 491 to 8 730	774 431 821 to 2 450	778 286 911 to 6 940
765 387 365 to 7 450	769 827 331 to 7 450	774 510 451 to 0 780	778 251 871 to 1 930
765 541 801 to 2 100	<b>770 216 071 to 6 100</b>	774 652 981 to 3 010	778 328 699 to 8 730
765 638 461 to 8 970	770 723 281 to 3 400	774 778 981 to 9 040	778 570 771 to 0 830
765 647 101 to 7 190	770 915 150 to 5 490	774 867 481 to 7 510	<b>780 644 131 to 4 220</b>
765 813 781 to 4 029	771 455 551 to 5 610	774 867 515 to 7 540	780 711 345 to 1 540
765 879 314 to 9 390	771 609 661 to 9 690	774 934 275 to 4 290	781 503 151 to 3 180

— Postal Inspection Service, 7-11-02

### Counterfeit 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, 7-11-02

### Toll-Free Number Available to Verify Canadian Money Orders

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

This toll-free number is printed on the back of the Canadian Postal Money Orders.

— Postal Inspection Service, 7-11-02

## *International Mail (continued)*

May 14, 2001. The Agreement was published in *Postal Bulletin* 22057 (8-23-01, page 62). The Amendment modifies the Agreement to provide an extension to the existing Agreement. In accordance with *International Mail Manual* (IMM) 297.4, the Postal Service previously announced entering into an ICM Service Agreement with this qualifying mailer and now makes public the following information regarding this Amendment:

- a. **Term:** May 14, 2001, through June 30, 2002.
- b. **Type of mail:** *Other provisions of the Agreement shall remain in force.*

On June 14, 2002, the Postal Service entered into an International Customized Mail (ICM) Service Agreement with a qualifying mailer. In accordance with *International Mail Manual* (IMM) 297.4, the Postal Service now makes public the following information concerning the Agreement:

- a. **Term:** June 28, 2002, through June 27, 2005.
- b. **Type of mail:** *Global Express Mail* (EMS). Every item must conform to the mailing requirements set forth in the IMM for EMS.
- c. **Destination countries:** Worldwide.
- d. **Service provided by the Postal Service:** The Postal Service has agreed to transport EMS to international destinations for delivery by the appropriate authorities.
- e. **Minimum volume commitments:** The Mailer has agreed to meet an annualized minimum of 600 pieces of EMS.

- c. **Destination countries:** *Other provisions of the Agreement shall remain in force.*
- d. **Service provided by the Postal Service:** *Other provisions of the Agreement shall remain in force.*
- e. **Minimum volume commitments:** *Other provisions of the Agreement shall remain in force.*
- f. **Worksharing:** *Other provisions of the Agreement shall remain in force.*
- g. **Rates:** *Other provisions of the Agreement shall remain in force.*

- f. **Worksharing:** The Mailer has agreed to:
  1. Comply with the terms and conditions for mailing EMS as set forth in the IMM.
  2. Pay postage for EMS by means of a dedicated Express Mail Corporate Account (EMCA) in accordance with the EMCA requirements set forth in the *Domestic Mail Manual* (DMM).
- g. **Rates:** The Mailer has agreed to pay postage at a rate discounted at eight (8) percent off of nondiscounted published rates in effect on the date of mailing in accordance with Exhibit 1.

### **Exhibit 1**

<b>Annualized Volume (Piece) or Annualized Postage (\$)</b>	<b>Discount Applied (%)</b>
600 – 999 or 12,000 – 19,999	8
1,000 – 2,999 or 20,000 – 59,999	10
3,000 or more or 60,000 or more	12

On June 14, 2002, the Postal Service entered into an International Customized Mail (ICM) Service Agreement with a qualifying mailer. In accordance with *International Mail Manual (IMM)* 297.4, the Postal Service now makes public the following information concerning the Agreement:

- a. **Term:** June 28, 2002, through June 27, 2003.
- b. **Type of mail:** *Global Express Mail (EMS)*. Every item must conform to the mailing requirements set forth in the IMM for EMS.
- c. **Destination countries:** Worldwide.
- d. **Service provided by the Postal Service:** The Postal Service has agreed to transport EMS to international destinations for delivery by the appropriate authorities.
- e. **Minimum volume commitments:** The Mailer has agreed to meet an annualized minimum of 600 pieces of EMS.

f. **Worksharing:** The Mailer has agreed to:

- 1. Comply with the terms and conditions for mailing EMS as set forth in the IMM.
- 2. Pay postage for EMS by means of a dedicated Express Mail Corporate Account (EMCA) in accordance with the EMCA requirements set forth in the *Domestic Mail Manual (DMM)*.

g. **Rates:** The Mailer has agreed to pay postage at a rate discounted at eight (8) percent off of nondiscounted published rates in effect on the date of mailing in accordance with Exhibit 1.

**Exhibit 1**

Annualized Volume (Piece) or Annualized Postage (\$)	Discount Applied (%)
600 – 999 or 12,000 – 19,999	8
1,000 – 2,999 or 20,000 – 59,999	10
3,000 or more or 60,000 or more	12

On June 14, 2002, the Postal Service entered into an International Customized Mail (ICM) Service Agreement with a qualifying mailer. In accordance with *International Mail Manual (IMM)* 297.4, the Postal Service now makes public the following information concerning the Agreement:

- a. **Term:** June 28, 2002, through June 27, 2005.
- b. **Type of mail:** *Global Express Mail (EMS)*. Every item must conform to the mailing requirements set forth in the IMM for EMS.
- c. **Destination countries:** Worldwide.
- d. **Service provided by the Postal Service:** The Postal Service has agreed to transport EMS to international destinations for delivery by the appropriate authorities.
- e. **Minimum volume commitments:** The Mailer has agreed to meet an annualized minimum of 600 pieces of EMS.

f. **Worksharing:** The Mailer has agreed to:

- 1. Comply with the terms and conditions for mailing EMS as set forth in the IMM.
- 2. Pay postage for EMS by means of a dedicated Express Mail Corporate Account (EMCA) in accordance with the EMCA requirements set forth in the *Domestic Mail Manual (DMM)*.

g. **Rates:** The Mailer has agreed to pay postage at a rate discounted at ten (10) percent off of nondiscounted published rates in effect on the date of mailing in accordance with Exhibit 1.

**Exhibit 1**

Annualized Volume (Piece) or Annualized Postage (\$)	Discount Applied (%)
600 – 999 or 12,000 – 19,999	8
1,000 – 2,999 or 20,000 – 59,999	10
3,000 or more or 60,000 or more	12

On June 14, 2002, the Postal Service entered into an International Customized Mail (ICM) Service Agreement with a qualifying mailer. In accordance with *International Mail Manual (IMM)* 297.4, the Postal Service now makes public the following information concerning the Agreement:

- a. **Term:** June 28, 2002, through June 27, 2003.
- b. **Type of mail:** *Global Express Mail (EMS)*. Every item must conform to the mailing requirements set forth in the IMM for EMS.
- c. **Destination countries:** Worldwide.
- d. **Service provided by the Postal Service:** The Postal Service has agreed to transport EMS to international destinations for delivery by the appropriate authorities.
- e. **Minimum volume commitments:** The Mailer has agreed to meet an annualized minimum of 600 pieces of EMS.

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- a. **Term:** June 28, 2002, through June 27, 2005.
- b. **Type of mail:** *Global Express Mail (EMS)*. Every item must conform to the mailing requirements set forth in the IMM for EMS.
- c. **Destination countries:** Worldwide.
- d. **Service provided by the Postal Service:** The Postal Service has agreed to transport EMS to international destinations for delivery by the appropriate authorities.
- e. **Minimum volume commitments:** The Mailer has agreed to meet an annualized minimum of 600 pieces of EMS.

f. **Worksharing:** The Mailer has agreed to:

1. Comply with the terms and conditions for mailing EMS as set forth in the IMM.
2. Pay postage for EMS by means of a dedicated Express Mail Corporate Account (EMCA) in accordance with the EMCA requirements set forth in the *Domestic Mail Manual (DMM)*.

g. **Rates:** The Mailer has agreed to pay postage at a rate discounted at twelve (12) percent off of nondiscounted published rates in effect on the date of mailing in accordance with Exhibit 1.

**Exhibit 1**

Annualized Volume (Piece) or Annualized Postage (\$)	Discount Applied (%)
600 – 999 or 12,000 – 19,999	8
1,000 – 2,999 or 20,000 – 59,999	10
3,000 or more or 60,000 or more	12

f. **Worksharing:** The Mailer has agreed to:

1. Comply with the terms and conditions for mailing EMS as set forth in the IMM.
2. Pay postage for EMS by means of a dedicated Express Mail Corporate Account (EMCA) in accordance with the EMCA requirements set forth in the *Domestic Mail Manual (DMM)*.

g. **Rates:** The Mailer has agreed to pay postage at a rate discounted at twelve (12) percent off of nondiscounted published rates in effect on the date of mailing in accordance with Exhibit 1.

**Exhibit 1**

Annualized Volume (Piece) or Annualized Postage (\$)	Discount Applied (%)
600 – 999 or 12,000 – 19,999	8
1,000 – 2,999 or 20,000 – 59,999	10
3,000 or more or 60,000 or more	12



On June 21, 2002, the Postal Service entered into an International Customized Mail (ICM) Service Agreement with a qualifying mailer. In accordance with *International Mail Manual (IMM)* 297.4, the Postal Service now makes public the following information concerning the Agreement:

- a. **Term:** July 5, 2002, through July 4, 2005.
- b. **Type of mail:** *Global Express Mail (EMS)*. Every item must conform to the mailing requirements set forth in the IMM for EMS.
- c. **Destination countries:** Worldwide.
- d. **Service provided by the Postal Service:** The Postal Service has agreed to transport EMS to international destinations for delivery by the appropriate authorities.
- e. **Minimum volume commitments:** The Mailer has agreed to meet an annualized minimum of 600 pieces of EMS.

On June 21, 2002, the Postal Service entered into an International Customized Mail (ICM) Service Agreement with a qualifying mailer. In accordance with *International Mail Manual (IMM)* 297.4, the Postal Service now makes public the following information concerning the Agreement:

- a. **Term:** July 5, 2002, through July 4, 2003.
- b. **Type of mail:** *Global Express Mail (EMS)*. Every item must conform to the mailing requirements set forth in the IMM for EMS.
- c. **Destination countries:** Worldwide.
- d. **Service provided by the Postal Service:** The Postal Service has agreed to transport EMS to international destinations for delivery by the appropriate authorities.
- e. **Minimum volume commitments:** The Mailer has agreed to meet an annualized minimum of 600 pieces of EMS.

- f. **Worksharing:** The Mailer has agreed to:
  1. Comply with the terms and conditions for mailing EMS as set forth in the IMM.
  2. Pay postage for EMS by means of a dedicated Express Mail Corporate Account (EMCA) in accordance with the EMCA requirements set forth in the *Domestic Mail Manual (DMM)*.
- g. **Rates:** The Mailer has agreed to pay postage at a rate discounted at eight (8) percent off of nondiscounted published rates in effect on the date of mailing in accordance with Exhibit 1.

**Exhibit 1**

Annualized Volume (Piece) or Annualized Postage (\$)	Discount Applied (%)
600 – 999 or 12,000 – 19,999	8
1,000 – 2,999 or 20,000 – 59,999	10
3,000 or more or 60,000 or more	12

- f. **Worksharing:** The Mailer has agreed to:
  3. Comply with the terms and conditions for mailing EMS as set forth in the IMM.
  4. Pay postage for EMS by means of a dedicated Express Mail Corporate Account (EMCA) in accordance with the EMCA requirements set forth in the *Domestic Mail Manual (DMM)*.
- h. **Rates:** The Mailer has agreed to pay postage at a rate discounted at eight (8) percent off of nondiscounted published rates in effect on the date of mailing in accordance with Exhibit 1.

**Exhibit 1**

Annualized Volume (Piece) or Annualized Postage (\$)	Discount Applied (%)
600 – 999 or 12,000 – 19,999	8
1,000 – 2,999 or 20,000 – 59,999	10
3,000 or more or 60,000 or more	12

## Philately

STAMP ANNOUNCEMENT 02-27

### Andy Warhol Commemorative Stamp



Copyright USPS 2001

The Postal Service will issue a 37-cent *Andy Warhol* commemorative stamp (Item 453100) in a pressure-sensitive adhesive (PSA) pane of 20 on August 9, 2002, in Pittsburgh, Pennsylvania. The stamp, designed by Richard Sheaff, Scottsdale, Arizona, will go on sale nationwide on August 10, 2002. The pane may be split, and the stamps may be sold individually.

The Postal Service continues its celebration of the fine arts by paying tribute to Andy Warhol, a leading figure in the pop art movement and one of the most influential artists of his time. Warhol's serial images of celebrities, such as Marilyn Monroe, and everyday objects, such as Campbell's soup cans, are perhaps his best known works. Warhol's paintings achieved instant notoriety in 1962 with the solo exhibition of the now famous *Campbell's Soup Cans* paintings at the Ferus Gallery in Los Angeles. His influence continues in art and film, as well as in a wide range of other creative endeavors throughout contemporary popular

culture. The stamp art features Andy Warhol's *Self-Portrait, 1964*.

Issue:	<i>Andy Warhol</i>
Item Number:	453100
Denomination & Type of Issue:	37-cent Commemorative
Format:	Pane of 20 with Selvage (1 design)
Series:	N/A
Issue Date & City:	August 9, 2002, Pittsburgh, PA 15290
Existing Art:	Andy Warhol
Designer:	Richard Sheaff, Scottsdale, AZ
Art Director:	Richard Sheaff, Scottsdale, AZ
Typographer:	Richard Sheaff, Scottsdale, AZ
Modeler:	Donald H. Woo
Manufacturing Process:	Gravure
Engraver:	Southern Graphics
Printer:	Sennett Security Products (SSP)
Printed at:	American Packaging Corporation, Columbus, WI
Press Type:	Rotomek, 3000
Stamps per Pane:	20
Print Quantity:	61 million stamps
Paper Type:	Phosphor Tagged, Block
Gum Type:	Pressure Sensitive
Processed at:	Unique Binders, Fredericksburg, VA
Colors:	Teal, Gray, Pink, Black, Gray, Black
Stamp Orientation:	Vertical
Image Area (w x h):	0.77 x 1.05 in./19.55 x 26.67 mm
Overall Size (w x h):	0.91 x 1.19 in./23.11 x 30.22 mm
Pane Size (w x h):	10 x 7.25 in./254 x 184.15 mm
Plate Size:	80 stamps per revolution
Plate Numbers:	"S" followed by six (6) single digits
Marginal Markings:	"© 2001 USPS" • Price • Plate numbers • Plate position diagram • (2) UPC codes • Selvage text and portrait of Andy Warhol
Catalog Item Number(s):	453140 Pane of 20 w/plate no. and selvage — \$7.40 453130 Block of 10 — \$3.70 453120 Block of 4 — \$1.48 453161 First Day Cover — \$0.75 453193 Pane of 20 and First Day Cover — \$8.15

### 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 new stamps at their local Post Office, by telephone at 800-STAMP-24, and at the Postal Store Web site at [www.usps.com](http://www.usps.com). They should

affix the stamps to envelopes of their choice, address the envelopes (to themselves or others), and place them in a larger envelope addressed to:

ANDY WARHOL COMMEMORATIVE STAMP  
 US POSTAL SERVICE  
 GMF FINANCE  
 1001 CALIFORNIA AVE  
 PITTSBURGH PA 15233-9998

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by September 9, 2002.

Stamp Fulfillment Services (SFS) also offers first day covers for new stamp issues and Postal Service 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 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 1 year after the stamp's issuance.

**Philatelic Products**

There are no philatelic products for this stamp issue.

**Distribution: Item 453100, Andy Warhol, Pane of 20 (PSA)**

Stamp distribution offices (SDOs) will receive approximately one-half of their standard automatic distribution quantity of this PSA sheet stamp. Distributions are rounded up to the nearest master carton size (40,000).

**Initial Supply to Post Offices**

SDOs will make a subsequent automatic distribution to Post Offices for one-half of their standard automatic distribution quantity using PS Form 3309, *Advice of Shipment/Stamp Invoice*, and PS form 17, *Stamp Requisition*. SDOs must not distribute stamps to Post Offices before August 5, 2002.

**Philatelic Requirement**

SDOs with authorized philatelic centers will receive an automatic distribution of this stamp in

four positions for subsequent distribution to each philatelic window.

SDOs That Serve This Many Philatelic Windows...	Will Receive This Quantity of the <i>Andy Warhol</i> Commemorative Stamp, Item 453100...
1	8,000
2	16,000
3	24,000
4	32,000
5	40,000
6	48,000
7	56,000
8	64,000
9	72,000
12	96,000
13	104,000
16	128,000
19	152,000

**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.

For fulfilling supplemental orders from SDOs, the San Francisco, Chicago, and Memphis APDs will each receive 840,000 additional stamps, the Denver APD will receive 320,000 additional stamps, and the New York APD will receive 1,200,000 additional stamps.

**Sales Policy**

All Post Offices must acquire and maintain a supply of each new commemorative stamp as long as customer demand exists, until inventory is depleted, or until the stamp is officially withdrawn from sale. If supplies run low, Post Offices must reorder additional quantities using their normal ordering procedures.

— Stamp Services,  
 Government Relations and Public Policy, 7-11-02

## STAMP ANNOUNCEMENT 02-28

## Love Special Stamps



Copyright USPS 2001

The Postal Service will issue 37-cent and 60-cent *Love* special stamps, on August 16, 2002, in Atlantic City, New Jersey. The 37-cent *Love* stamp is produced as a \$7.40 pressure-sensitive adhesive (PSA) convertible booklet of 20 (Item 671700), and the 60-cent (2-ounce rate) *Love* stamp is produced as a PSA pane of 20 (Item 562800). The 60-cent *Love* pane of 20 may be split, and the stamps may be sold individually. The stamps, designed by Michael Osborne, San Francisco, California, will go on sale nationwide on August 17, 2002.

The stamps feature a colorful abstract design in multiple colors. The first *Love* stamp was issued by the Postal Service in 1973. Since that time, *Love* stamps have featured a wide range of subjects including flowers, animals, cherubs, and love letters, as well as abstract designs.

**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 new stamps at their local Post Office, by telephone at 800-STAMP-24, and at the Postal Store Web site at [www.usps.com](http://www.usps.com). They should affix the stamps to envelopes of their choice, address the

envelopes (to themselves or others), and place them in a larger envelope addressed to:

LOVE SPECIAL STAMPS  
POSTMASTER  
1701 PACIFIC AVE  
ATLANTIC CITY NJ 08401-9998

Issue:	<i>Love</i>
Item Number:	671700
Denomination & Type of Issue:	37-cent Special
Format:	Convertible Booklet of 20 (1 design)
Series:	<i>Love</i>
Issue Date & City:	August 16, 2002, Atlantic City, NJ 08401
Designer:	Michael Osborne, San Francisco, CA
Engraver:	N/A
Art Director:	Ethel Kessler, Bethesda, MD
Typographer:	Ethel Kessler, Bethesda, MD
Modeler:	Banknote Corporation of America, Inc. (BCA)
Manufacturing Process:	Offset
Printer:	Banknote Corporation of America, Inc. (BCA)
Printed at:	BCA, Browns Summit, NC
Press Type:	Goebel, 670
Stamps per Booklet:	20
Print Quantity:	1.5 billion stamps
Paper Type:	Prephosphored, Type I
Adhesive Type:	Pressure Sensitive
Processed at:	BCA, Browns Summit, NC
Colors:	Yellow, Magenta, Cyan, Black, PMS 877 (Silver)
Stamp Orientation:	Vertical
Image Area (w x h):	0.75 x 1.03 in./19.05 x 26.16 mm
Overall Size (w x h):	0.91 x 1.19 in./23.11 x 30.23 mm
Booklet Size (w x h) :	4.55 x 5.0 in./115.57 x 127.0
Plate Size:	400 stamps per revolution
Plate Numbers:	"B" followed by five (5) single digits
Marginal Markings:	"© 2002 USPS" • Plate numbers • "Peel here to fold" • Self-adhesive stamps" • "DO NOT WET" • Cover side: barcode; text
Catalog Item Number(s):	671740 Convertible Booklet of 20 — \$7.40 671761 First Day Cover — \$0.75

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by September 16, 2002.

Stamp Fulfillment Services (SFS) also offers first day covers for new stamp issues and Postal Service 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 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 1 year after the stamp's issuance.

**Philatelic Product**

There are no philatelic products for this stamp issue.

**Distribution: Item 671700, \$7.40 Love, Convertible Booklet of 20 (PSA)**

Stamp distribution offices (SDOs) will receive two automatic distributions of the \$7.40 *Love* booklet of 20. Both waves are each approximately one-half the standard automatic distribution quantity for a PSA booklet. Wave 1 distribution began June 26, and will be complete July 17, 2002. Wave 2 distribution will begin September 4, and will be complete October 2, 2002. Distributions are rounded up to the nearest master carton size (4,000 booklets).

**Initial Supply to Post Offices**

SDOs will make a subsequent automatic distribution to Post Offices for one-half of their standard automatic booklet distribution quantity using PS Form 3309, *Advice of Shipment/Stamp Invoice*, and PS form 17, *Stamp Requisition*. SDOs must not distribute booklets to Post Offices before August 12, 2002.

**Philatelic Requirement**

Authorized philatelic centers requiring the \$7.40 *Love* special booklet of 20 must order Item 671700 from their designated SDO using a separate PS Form 17.

**Additional Supply**

Post Offices requiring additional booklets must requisition them from their designated SDO using PS Form 17. SDOs requiring additional booklets must order them from the appropriate accountable paper depository (APD) using PS Form 17.

Wave 1: For fulfilling supplemental orders from SDOs, San Francisco, Chicago, Memphis, and New York APDs will each receive 100,000 additional booklets, and Denver will receive 400,000 additional booklets.

Wave 2: For fulfilling supplemental orders from SDOs, San Francisco, Chicago, Memphis, and New York APDs will each receive 300,000 additional booklets, and Denver will receive 120,000 additional booklets. For fulfilling

supplemental orders from APDs, the Kansas City Stamp Service Center will receive 1,000,000 additional booklets.

Issue:	<i>Love</i>
Item Number:	562800
Denomination & Type of Issue:	60-cent (2-oz rate) Special
Format:	Pane of 20 (1 design)
Series:	<i>Love</i>
Issue Date & City:	August 16, 2002, Atlantic City, NJ 08401
Designer:	Michael Osborne, San Francisco, CA
Engraver:	Southern Graphic Systems, Inc.
Art Director:	Ethel Kessler, Bethesda, MD
Typographer:	Ethel Kessler, Bethesda, MD
Modeler:	Avery Dennison, SPD
Manufacturing Process:	Gravure
Printer:	Avery Dennison (AVR), Security Printing Division
Printed at:	AVR, Clinton, SC
Press Type:	Dia Nippon Kiko
Stamps per Pane:	20
Print Quantity:	150 million stamps
Paper Type:	Prephosphored Type I
Gum Type:	Pressure Sensitive
Processed at:	AVR, Clinton, SC
Colors:	Yellow, Magenta, Cyan, Black, with Gold type
Stamp Orientation:	Horizontal
Image Area (w x h):	1.05 x 0.77 in./26.67 x 19.56 mm
Overall Size (w x h):	1.19 x 0.91 in./30.23 x 23.11 mm
Full Pane Size (w x h):	5.750 x 5.350 in./146.05 x 135.89 mm
Plate Size:	200 stamps per revolution
Plate Numbers:	"V" followed by five (5) single digits
Marginal Markings:	"© 2002 USPS" • Price • Plate position diagram • Plate numbers • Barcodes
Catalog Item Number(s):	562840 Full Pane of 20 w/plate no. — \$12.00 562830 Block of 10 — \$6.00 562820 Block of 4 — \$2.40 562861 First Day Cover — \$0.98

**Sales Policy**

All Post Offices must acquire and maintain a supply of each new special issue as long as customer demand exists, until inventory is depleted, or until the issue is officially withdrawn from sale. If supplies run low, Post Offices must reorder additional quantities using their normal ordering procedures.

**Distribution: Item 562800, 60-Cent Love, Pane of 20 (PSA)**

SDOs will receive two automatic distributions of the 60-cent (2-ounce rate) *Love* stamp. In wave 1, SDOs will receive approximately three-fourths their standard

automatic distribution quantity for a PSA sheet stamp. Wave 1 distribution began June 10, and was complete June 28, 2002. Wave 2 distribution will begin October 14, and will be complete November 8, 2002. The automatic distribution quantities for SDOs in wave 2 to be determined at a later date. Distributions are rounded up to the nearest master carton size (40,000 stamps).

### **Initial Supply to Post Offices**

SDOs *will not* make a subsequent automatic distribution to Post Offices. Post Offices requiring quantities of Item 562800 must order them from their designated SDO using a separate PS Form 17. SDOs must not distribute stamps to Post Offices before August 12, 2002.

### **Philatelic Requirement**

Authorized philatelic centers requiring the 60-cent *Love* stamp must order Item 562800 from their designated SDO using a separate PS Form 17.

### **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.

Wave 1: For fulfilling supplemental orders from SDOs, the San Francisco, Chicago, Memphis, and New York APDs will each receive 880,000 additional stamps, and Denver will receive 400,000 additional stamps.

Wave 2: Supplemental quantities to be determined at a later date.

### **Sales Policy**

All Post Offices must acquire and maintain a supply of each new special issue as long as customer demand exists, until inventory is depleted, or until the issue is officially withdrawn from sale. If supplies run low, Post Offices must reorder additional quantities using their normal ordering procedures.

— *Stamp Services,  
Government Relations and Public Policy, 7-11-02*

STAMP ANNOUNCEMENT 02-29

**Teddy Bears Stamps**



Copyright USPS 2001

The Postal Service will issue four 37-cent *Teddy Bears* stamps (Item 453500) in a pressure-sensitive adhesive (PSA) pane of 20, on August 15, 2002, in Atlantic City, New Jersey. The stamps, designed by Margaret Bauer, Washington, DC, will go on sale nationwide on August 16, 2002. The pane may be split, and the stamps may be sold individually.

All four teddy bears featured on this pane of 20 stamps were manufactured in the United States. The Ideal bear dates from circa 1905, the Bruin bear from circa 1907, and the Gund bear from circa 1948. The unlabeled stick bear dates from the 1920s and is characterized by short arms, thin legs, and an upright posture. Teddy bears remain enormously popular today and are widely viewed as symbols of security and comfort. Teddy bears are often used by police officers and hospital staff to calm children in traumatic situations. The text on each stamp reads, "Teddy Bears USA."

**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 new stamps at their local Post Office, by telephone at 800-STAMP-24, and at the Postal Store Web site at [www.usps.com](http://www.usps.com). They should affix the stamps to envelopes of their choice, address

the envelopes (to themselves or others), and place them in a larger envelope addressed to:

TEDDY BEARS STAMPS  
 POSTMASTER  
 1701 PACIFIC AVE  
 ATLANTIC CITY NJ 08401-9998

Issue:	<i>Teddy Bears</i>
Item Number:	453500
Denomination & Type of Issue:	37-cent Commemorative
Format:	Pane of 20 (4 designs)
Series:	N/A
Issue Date & City:	August 15, 2002, Atlantic City, NJ 08401
Designer:	Margaret Bauer, Washington, DC
Art Director:	Derry Noyes, Washington, DC
Typographer:	Margaret Bauer, Washington, DC
Existing Photos:	Dorling Kindersley Ltd.
Modeler:	Donald H. Woo
Manufacturing Process:	Gravure
Printer:	Sennett Security Products (SSP)
Printed at:	American Packaging Corporation, Columbus, WI
Press Type:	Rotomec, 3000
Engraver:	Southern Graphics
Stamps per Pane:	20
Print Quantity:	200 million stamps
Paper Type:	Prephosphored, Type I
Gum Type:	Pressure Sensitive
Processed at:	Unique Binders, Fredericksburg, VA
Colors:	Magenta, Yellow, Cyan, Black, PMS 485 (Red), PMS 7409 (Yellow), PMS 660 (Blue)
Stamp Orientation:	Square
Image Area (w x h):	1.10 x 1.10 in./27.94 x 27.94 mm
Overall Size (w x h):	1.25 x 1.25 in./31.75 x 31.75 mm
Pane Size (w x h):	6.667 x 8 in./169.34 x 203.20 mm
Plate Size:	240 stamps per revolution
Plate Numbers:	"S" followed by seven (7) single digits
Marginal Markings:	"© 2001 USPS" • "Gundbear © Gund, Inc" • Price • Plate numbers in all four corners • Plate position diagram • 2 barcodes on back • Header
Catalog Item Number(s):	453540 Full Pane of 20 w/plate no. and header — \$7.40 453530 Block of 10 — \$3.70 453520 Block of 4 — \$1.48 453463 First Day Cover (Set of 4) — \$3.00 453584 Uncut Press Sheet — \$44.40 453566 Stamped Cards (5 Sheets of 4) — \$9.25 453593 Pane of 20 and First Day Cover (Set) — \$10.40

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by September 16, 2002.

Stamp Fulfillment Services (SFS) also offers first day covers for new stamp issues and Postal Service 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 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 1 year after the stamp's issuance.

### Philatelic Products

The Postal Service will issue the 37-cent *Teddy Bears* commemorative stamps on August 15, 2002, in Atlantic City, New Jersey. In addition, stamped cards and uncut press sheets featuring *Teddy Bears* commemorative stamps will be available at Stamp Fulfillment Services, Post Offices, and postal retail stores nationwide on August 16, 2002.

Uncut press sheet: Item 453584,  
\$44.40 (*USA Philatelic* catalog).

Stamped cards (5 sheets of 4): Item 881700,  
\$9.25 (Post Offices).

Stamped cards (5 sheets of 4): Item 881701,  
\$9.25 (postal retail stores).

Stamped cards (5 sheets of 4): Item 881766,  
\$9.25 (*USA Philatelic* catalog).

The *Teddy Bears* stamped cards and uncut press sheets may also be ordered by telephone at 800-STAMP-24, by fax at 816-545-1212, and by mail from:

STAMP FULFILLMENT SERVICES  
US POSTAL SERVICE  
PO BOX 7247  
PHILADELPHIA PA 19101-9014

### Distribution: Item 453500, *Teddy Bears*, Pane of 20 (PSA)

Stamp distribution offices (SDOs) will receive approximately double their standard automatic distribution quantity of this PSA sheet stamp. Distributions are rounded up to the nearest master carton size (40,000).

### Initial Supply to Post Offices

SDOs will make a subsequent automatic distribution to Post Offices for a full standard automatic distribution quantity using PS Form 3309, *Advice of Shipment/Stamp Invoice*, and PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to Post Offices before August 9, 2002.

### Philatelic Requirement

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

SDOs That Serve This Many Philatelic Windows...	Will Receive This Quantity of the <i>Teddy Bears</i> Stamp, Item 453500...
1	12,000
2	24,000
3	36,000
4	48,000
5	60,000
6	72,000
7	84,000
8	96,000
9	108,000
12	144,000
13	156,000
16	192,000
19	228,000

### 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.

For fulfilling supplemental orders from SDOs, the San Francisco, Chicago, New York, and Memphis APDs will each receive 2,000,000 additional stamps; the Denver APD will receive 956,000 additional stamps.

### Sales Policy

All Post Offices must acquire and maintain a supply of each new commemorative stamp as long as customer demand exists, until inventory is depleted, or until the stamp is officially withdrawn from sale. If supplies run low, Post Offices must reorder additional quantities using their normal ordering procedures.

— Stamp Services,  
Government Relations and Public Policy, 7-11-02



STAMP ANNOUNCEMENT 02-30

Ogden Nash Commemorative Stamp



Copyright USPS 2001

The Postal Service will issue 37-cent *Ogden Nash* commemorative stamp (Item 452400) in a pressure-sensitive adhesive (PSA) pane of 20 on August 19, 2002, in Baltimore, Maryland. The stamp, designed by Carl T. Herrman, Carlsbad, California, and illustrated by Michael J. Deas, New Orleans, Louisiana, goes on sale nationwide August 20, 2002. The pane may be split, and the stamps may be sold individually.

With this issuance, the Postal Service honors poet Ogden Nash on the centennial of his birth. A gentle satirist, Nash poked fun at human foibles without cynicism. He wrote on many subjects, but all of his poetry expressed his wry wit and demonstrated playfulness with the English language. He invented words and used puns, creative misspellings, irregular line lengths, and unexpected rhymes to make his verse humorous and memorable. Because of his unique style, many consider Ogden Nash to be one of the most accomplished American writers of light verse in the 20th century. This stamp is the 18th stamp in the *Literary Art* series.

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 new stamps at their local Post Office, by telephone at 800-STAMP-24, and at the Postal Store Web site at [www.usps.com](http://www.usps.com). They should affix the stamps to envelopes of their choice, address the envelopes (to themselves or others), and place them in a larger envelope addressed to:

OGDEN NASH COMMEMORATIVE STAMP  
 POSTMASTER  
 900 EAST FAYETTE ST  
 BALTIMORE MD 21233-9998

Issue:	<i>Ogden Nash</i>
Item Number:	452400
Denomination & Type of Issue:	37-cent Commemorative
Format:	Pane of 20 (1 design)
Series:	<i>Literary Arts</i>
Issue Date & City:	August 19, 2002, Baltimore, MD 21233
Designer:	Carl T. Herrman, Carlsbad, CA
Engraver:	Southern Graphics Systems, Inc.
Art Director:	Carl T. Herrman, Carlsbad, CA
Typographer:	John Boyd, New York, NY
Artist:	Michael J. Deas, New Orleans, LA
Modeler:	Southern Graphics Systems, Inc.
Manufacturing Process:	Gravure
Printer:	Avery Dennison (AVR), Security Printing Division
Printed at:	AVR, Clinton, SC
Press Type:	Dia Nippon Kiko (DNK)
Stamps per Pane:	20
Print Quantity:	75 million stamps
Paper Type:	Prephosphored, Type I
Gum Type:	Pressure Sensitive
Processed at:	AVR, Clinton, SC
Colors:	Yellow, Magenta, Cyan, Black, Light Gray (PMS 422, extended for light gray), Gray (PMS 422), Gold (PMS 871), Dark Cyan (PMS 661)
Stamp Orientation:	Horizontal
Image Area (w x h):	1.410 x 0.840 in./35.814 x 21.336 mm
Overall Size (w x h):	1.560 x 0.990 in./39.624 x 25.146 mm
Full Pane Size (w x h):	6.50 x 5.875 in./165.10 x 149.225 mm
Plate Size:	200 stamps per revolution
Plate Numbers:	"V" followed by eight (8) single digits
Marginal Markings:	"© 2001 USPS" • Price • Plate position diagram • Plate numbers • Barcode
Catalog Item Number(s):	452440 Pane of 20 w/plate no. — \$6.80 452430 Block of 10 — \$3.40 452420 Block of 4 — \$1.36 452461 First Day Cover — \$0.55

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by September 18, 2002.

Stamp Fulfillment Services (SFS) also offers first day covers for new stamp issues and Postal Service 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 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 1 year after the stamp's issuance.

### Philatelic Products

There are no philatelic products for this stamp issue.

### Distribution: Item 452400, 37-Cent Ogden Nash Stamp, Pane of 20 (PSA)

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

### Initial Supply to Post Offices

SDOs will make a subsequent automatic distribution to Post Offices for one-half of their standard automatic distribution quantity using PS Form 3309, *Advice of Shipment/Stamp Invoice*, and PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to Post Offices before August 13, 2002.

### Philatelic Requirement

SDOs with authorized philatelic centers will receive an automatic distribution of these stamps in 10 positions for subsequent distribution to each philatelic window.

SDOs That Serve This Many Philatelic Windows...	Will Receive This Quantity of the Ogden Nash Commemorative Stamp, Item 452400...
1	20,000
2	40,000
3	60,000
4	80,000
5	100,000
6	120,000
7	140,000
8	160,000
9	180,000
12	240,000
13	260,000
16	320,000
19	380,000

### 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.

For fulfilling supplemental orders from SDOs, the San Francisco APD will receive 160,000 additional stamps, Chicago and Memphis APDs will each receive 200,000 additional stamps, New York APD will receive 240,000 additional stamps, and the Denver APD will receive 80,000 additional stamps.

### Sales Policy

All Post Offices must acquire and maintain a supply of each new commemorative stamp as long as customer demand exists, until inventory is depleted, or until the stamp is officially withdrawn from sale. If supplies run low, Post Offices must reorder additional quantities using their normal ordering procedures.

— Stamp Services,  
Government Relations and Public Policy, 7-11-02

STAMP ANNOUNCEMENT 02-31

**Official Mail Definitive Stamp**



**Copyright USPS 1983**

The Postal Service will issue a 37-cent *Official Mail* definitive stamp in a water-activated gum (WAG) coil of 100 (Item 780800) and a #10 stamped envelope (Item 218300) in Washington, DC, on August 2, 2002. The stamp, designed by Bradbury Thompson, goes on sale nationwide August 2, 2002.

**How to Purchase the Stamps**

*Official Mail* definitive stamps and stationery items are authorized for use only by official branches of the U.S. government. They may be purchased for stamp collecting purposes only by telephone at 800-STAMP-24, or by mail from:

STAMP FULFILLMENT SERVICES  
 DEPT 7231  
 PO BOX 7247  
 PHILADELPHIA PA 19101-9014

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

Customers have 60 days to obtain the first day of issue postmark by mail. They may purchase the new stamps and envelopes by mail from the above address, affix the stamps to envelopes of their choice, address the envelopes (to themselves or others), and place them, along with a

larger self-addressed stamped envelope, in an envelope addressed to:

OFFICIAL MAIL DEFINITIVE STAMP  
 POSTMASTER  
 SPECIAL CANCELLATIONS  
 PO BOX 92282  
 WASHINGTON DC 20090-2282

Issue:	<i>Official Mail</i>
Item Number:	780800
Denomination & Type of Issue:	37-cent Definitive
Format:	Coil of 100 (1 design)
Series:	N/A
Issue Date & City:	August 2, 2002, Washington, DC 20066
Designer:	Bradbury Thompson
Art Director:	Joe Brockert, USPS, Washington, DC
Typographer:	Bradbury Thompson
Modeler:	Donald H. Woo
Manufacturing Process:	Gravure
Engraver:	Southern Graphics
Printer:	Sennett Security Products (SSP)
Printed at:	American Packaging Corporation, Columbus, WI
Press Type:	Rotomec, 3000
Stamps per coil:	100
Print Quantity:	25 million stamps
Paper Type:	Nonphosphored, Type III
Adhesive Type:	Water-Activated
Processed at:	Unique Binders, Fredericksburg, VA
Colors:	PMS 185 (Red), PMS 286 (Blue), Black
Stamp Orientation:	Vertical
Image Area (w x h):	0.72 x 0.810 in./18.28 x 20.57 mm
Overall Size (w x h):	0.87 x 0.962 in./22.10 x 24.43 mm
Full Pane Size (w x h):	N/A
Plate Size:	616 stamps per revolution
Plate Numbers:	"S" followed by three (3) single digits
Marginal Markings:	N/A
Catalog Item Number(s):	780840 Full Coil of 100 — \$37.00 780820 Strip of 5 — \$1.85 780861 First Day Cover — \$0.75

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 October 1, 2002.

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 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 1 year after the stamp's issuance.

### Philatelic Products

There are no philatelic products associated with this stamp.

### Distribution: Item 780800, 37-Cent Official (Penalty) Mail Definitive Stamp, WAG Coil of 100

Only stamp distribution offices (SDOs) designated to accept penalty mail requisitions from authorized government agencies will receive an automatic distribution of Item 780800. Only those designated SDOs may distribute the new official mail stamp to authorized government agencies that submit PS Form 17-G, *Penalty Mail Stamp Requisition*. SDOs must not distribute these stamps to government agencies before August 2, 2002.

### Initial Supply to Post Offices

This *Official Mail* coil of 100 will not be made available at regular retail windows for customer sale. Authorized government agencies must submit PS Form 17-G to their designated penalty mail SDO for fulfillment.

### Philatelic Requirement

This *Official Mail* coil of 100 will not be made available to philatelic centers for customer sale. Only SFS will offer this stamp for sale to collectors via mail order from *USA Philatelic* catalog.

### Additional Supply

Designated penalty mail SDOs requiring additional stamps must order them from the appropriate accountable paper depository (APD) using PS Form 17.

For fulfilling supplemental orders from designated penalty mail SDOs, all APDs will receive additional quantities of item 780800.

### Distribution: Item 218300, 37-cent Official (Penalty) Mail Envelope, #10 Regular

Only SDOs designated to accept penalty mail requisitions from authorized government agencies will receive an automatic distribution of Item 218300. Only those designated SDOs may distribute the new official mail envelope to authorized government agencies that submit PS Form

17-G. SDOs must not distribute these envelopes to government agencies before August 2, 2002.

Issue:	<i>Official Mail</i>
Item Number:	218300
Denomination & Type of Issue:	37-cent Stamped Envelope
Format:	#10 Regular Envelope
Series:	N/A
Issue Date & City:	August 2, 2002, Washington, DC 20066
Designer:	Bradbury Thompson
Engraver:	N/A
Art Director:	Joe Brockert, USPS
Typographer:	Bradbury Thompson
Modeler:	N/A
Manufacturing Process:	Flexo/Deboss, phosphor tagging
Printer:	MeadWestvaco
Printed at:	MeadWestvaco, Williamsburg, PA
Press Type:	VH-1
Stamps per Coil/Pane:	N/A
Print Quantity:	250,000 envelopes
Paper Type:	100% recycled paper, 30% post consumer
Gum Type:	Water-activated
Processed at:	MeadWestvaco, Williamsburg, PA
Colors:	Blue Indicia, Red denomination
Envelope Orientation:	Horizontal
Envelope Size (w x h):	9.50 x 4.125 in./241.30 x 104.77 mm
Image Size (w x h):	1.125 x 1.375 in./28.58 x 35.26 mm
Marginal Markings:	"© 1983 USPS" • Recycle logo followed by "THIS ENVELOPE IS RECYCLABLE AND MADE WITH 100% RECYCLED PAPER, 30% POST-CONSUMER CONTENT"
Catalog Item Number(s):	218340 Number 10 Envelope — \$0.45 218361 Cancelled Envelope — \$0.55

### Initial Supply to Post Offices

This official mail envelope *will not* be made available at regular retail windows for customer sale. Authorized government agencies must submit PS Form 17-G to their designated penalty mail SDO for fulfillment.

### Philatelic Requirement

This *Official Mail* envelope will not be made available to philatelic centers for customer sale. Only SFS will offer this stamp for sale to collectors via mail order from *USA Philatelic* catalog.

### Additional Supply

Designated penalty mail SDOs requiring additional Item 218300 must submit PS Form 3205, *Requisition for Plain Stamped Envelopes*, to SFS.

## Ordering Printed Official Mail Stamped Envelopes

Authorized government agencies may order Item 218300, 37-cent *Official (Penalty) Mail* envelope, with a return address preprinted on the envelope. To order these envelopes, authorized government agencies complete PS Form 17-J, *Penalty Mail Printed Stamp Envelope Order*. PS Form 17-J can be obtained from the government agency's mail manager. Carefully follow the instructions on PS Form 17-J and send the completed order to:

PERSONALIZED ENVELOPE PROGRAM  
STAMP FULFILLMENT SERVICES  
US POSTAL SERVICE  
PO BOX 219178  
KANSAS CITY MO 64121-7106

— Stamp Services,  
*Government Relations and Public Policy, 7-11-02*

UPDATED ANNOUNCEMENT 02-D

## 2002 Stamps and Postal Stationery

"2002 Stamps and Postal Stationery" (Announcement 02-D, July 2002), which appears on page 63, is intended to replace the quarterly announcement of the same name, previously printed and sent to customers on request through Stamp Fulfillment Services in Kansas City. The announcement is a listing of stamps and postal stationery items scheduled for issuance during calendar year 2002. Post Offices may wish to post this schedule on their bulletin boards.

Customers may also be directed to access the *Postal Bulletin* through the Postal Service Web site at [www.usps.com](http://www.usps.com), then by clicking on *Info*, and then *Postal Periodicals and Publications*.

This announcement will be updated every 2 to 3 months, as changes warrant.

### How to Order First Day of Issue Cancellations and Covers

Customers may purchase new stamps or postal stationery items at their Post Office, from the *USA Philatelic* catalog, by calling 1 800 STAMP-24, or online at [www.usps.com](http://www.usps.com) by clicking on *Buy Stamps & More*. Then they should prepare their own covers by affixing new stamps to the upper right corner of envelopes or postcards of their choice, and address those envelopes, postcards, or postal stationery items to themselves or others. (Postage must equal the

current First-Class Mail rate.) For sturdiness, include a card of postcard thickness in each cover (envelopes only) submitted, and tuck in the flap. Place the cover in a larger envelope addressed to: NAME OF ISSUE, POSTMASTER, CITY, STATE, and ZIP CODE (followed by -9991). Covers submitted for first day of issue cancellations may include additional uncanceled stamps only if the uncanceled stamps were issued before the first day of issue of the new stamps or postal stationery items. All orders must be postmarked on or before the deadline indicated in the "2002 Stamps and Postal Stationery" announcement that follows.

The U.S. Postal Service offers uncanceled first day covers for new stamp issues and postal stationery items postmarked with the official first day of issue cancellation. Each item has its own catalog number in *USA Philatelic*, issued quarterly. Customers may request a free catalog by phoning 800-STAMP-24, by sending an e-mail to [sfs@email.usps.gov](mailto:sfs@email.usps.gov), or by writing to:

INFORMATION FULFILLMENT  
DEPT 6270  
US POSTAL SERVICE  
PO BOX 219014  
KANSAS CITY MO 64121-9014

— Stamp Services,  
*Government Relations and Public Policy, 7-11-02*

PICTORIAL CANCELLATIONS

225th Anniversary of the American Revolution

The Postal Service has extended the pictorial cancellations shown below for 1 year from the date of issue. The Postal Service recognized the National Park Service's 225th Anniversary American Revolution Commemorative Program in Washington, DC, last year by commemorating the Encampment on the Mall Station.

Mail-back service will be honored by the Post Offices listed below for 1 year from date of issue commemorating the 225th anniversary of the American Revolution.

All mail-back requests are to be addressed in care of Postmaster, PO Box 9998, for the Post Offices or stations listed below.



Battle of Pell's Point  
225th Anniversary Station  
\*\*\*\*\*  
October 18, 2001  
Mount Vernon, NY 10550



Battle of White Plains  
225th Anniversary Station  
\*\*\*\*\*  
October 28, 2001  
White Plains, NY 10601



Battle of Trenton  
225th Anniversary Station  
\*\*\*\*\*  
December 26, 2001  
Trenton, NJ 08650



Battle of Princeton  
225th Anniversary Station  
\*\*\*\*\*  
January 3, 2002  
Princeton, NJ 08544



Morristown 1777 Encampment  
225th Anniversary Station  
\*\*\*\*\*  
January 6, 2002  
Morristown, NJ 07960

— Stamp Services,  
Government Relations and Public Policy, 7-11-02



## 2002 STAMPS AND POSTAL STATIONERY

This schedule is subject to change.

Announcement 02-D (July 2002)

This is a periodic announcement of new stamps and postal stationery items being issued during the calendar year. For additional information on stamps and stamp products visit our Postal Store Web site at [www.usps.com](http://www.usps.com).

NOTE	ISSUE	FIRST DAY OF ISSUE	FIRST DAY CITY/STATE	FORMAT	DEADLINE
P	34¢ Winter Sports	Jan 8	Park City, UT 84060	PSA pane of 20 with header, 4 designs	Feb 7
	34¢ Mentoring a Child	Jan 10	Annapolis, MD 21401	PSA pane of 20 with selvage	Feb 9
	34¢ Langston Hughes (Black Heritage)	Feb 1	New York, NY 10199	PSA pane of 20	Mar 4
	34¢ Happy Birthday	Feb 8	Riverside, CA 92507	PSA pane of 20	Mar 11
	34¢ Year of the Horse (Lunar New Year)	Feb 11	New York, NY 10199	PSA pane of 20	Mar 13
	34¢ U.S. Military Academy (Bicentennial)	Mar 16	West Point, NY 10996	PSA pane of 20	Apr 15
P	34¢ Greetings from America	Apr 4 (nationwide)	New York, NY 10199 (simultaneously issued in all 50 state capitals and New York City)	PSA pane of 50, special issue, 50 designs	Jun 3
	34¢ Longleaf Pine Forest (Nature of America)	Apr 26	Tallahassee, FL 32301	PSA souvenir sheet of 10, 10 designs	May 28
+	5¢ American Toleware (American Design)	May 31	McLean, VA 22101 (NAPEX Show)	Gummed coil of 10,000	Jul 1
	45¢ Heroes of 2001 (Semipostal)	Jun 7 (nationwide)	New York, NY 10199	PSA pane of 20 with selvage	Jul 8
	U.S. Flag (non-denominated, 37¢ First-Class, 1 oz.)	Jun 7 (nationwide)	Washington, DC 20066 (no ceremony)	PSA pane of 20; PSA convertible booklet of 20; PSA doublesided book of 20; PSA vending book of 20; PSA ATM sheetlet of 18; gummed pane of 100; PSA coil of 100	Jul 8
	37¢ U.S. Flag	Jun 7 (nationwide)	Washington, DC 20066 (no ceremony)	PSA pane of 20*; PSA convertible booklets of 10* and 20*; PSA doublesided book of 20*; PSA vending book of 20*; PSA coils of 100*, 3,000*, and 10,000; gummed coils of 100*, 3,000, and 10,000* *available at a later date	Sep 5
	Antique Toys (non-denominated, 37¢ First-Class, 1 oz.)	Jun 7 (nationwide)	Washington, DC 20066 (no ceremony)	PSA convertible booklet of 20; PSA vending book of 20, 4 designs	Jul 8
	37¢ Ribbon Star Stamped Envelope	Jun 7 (nationwide)	Washington, DC 20066 (no ceremony)	Stamped envelopes — #6 3/4, #9, and #10	Jul 8
	3¢ Star (make-up rate)	Jun 7 (nationwide)	Washington, DC 20066 (no ceremony)	PSA pane of 50; gummed coil of 10,000* *available at a later date	Jul 8
	23¢ George Washington (2nd oz.)	Jun 7 (nationwide)	Washington, DC 20066 (no ceremony)	Gummed pane of 100; PSA vending book of 10*; PSA convertible booklet of 10* *available at a later date	Jul 8
	23¢ Carlsbad Caverns Stamped Card	Jun 7 (nationwide)	Carlsbad, NM 88220	Stamped card; reply card	Jul 8

CUT ALONG DOTTED LINE



NOTE	ISSUE	FIRST DAY OF ISSUE	FIRST DAY CITY/STATE	FORMAT	DEADLINE
	37¢ Masters of American Photography (Classic Collection)	Jun 13	San Diego, CA 92199	PSA pane of 20 with selvage, 20 designs	Jul 13
	37¢ John James Audubon (American Treasures)	Jun 27	Santa Clara, CA 95050	PSA pane of 20 with header	Jul 27
	37¢ Harry Houdini	Jul 3	New York, NY 10199	PSA pane of 20	Aug 2
	60¢ Coverlet Eagle (2 oz.)	Jul 12	Oak Brook, IL 60523 (Americover Show)	PSA pane of 20	Aug 12
C	37¢ Antique Toys	Jul 26	Rochester, NY 14692	PSA convertible booklet of 20; PSA vending book of 20; PSA coil of 100, 4 designs	Aug 26
C	83¢ Edna Ferber (3 oz.)	Jul 29	Appleton, WI 54911	PSA pane of 20	Aug 28
C	\$3.85 Jefferson Memorial (Priority Mail)	Jul 30 (nationwide)	Washington, DC 20066	PSA pane of 20	Aug 29
C	\$13.65 U.S. Capitol at Dusk (Express Mail)	Jul 30 (nationwide)	Washington, DC 20066	PSA pane of 20	Aug 29
C	37¢ Official Mail	Aug 2 (nationwide)	Washington, DC 20066 (no ceremony)	Gummed coil of 100; #10 stamped envelope	Sep 2
	37¢ Andy Warhol	Aug 9	Pittsburgh, PA 15290	PSA pane of 20 with selvage	Sep 9
	37¢ Teddy Bears	Aug 15	Atlantic City, NJ 08401 (American Philatelic Society Stamp Show)	PSA pane of 20 with header, 4 designs	Sep 14
	37¢ Love (1 oz.)	Aug 16	Atlantic City, NJ 08401 (American Philatelic Society Stamp Show)	PSA convertible booklet of 20	Sep 16
	60¢ Love (2 oz.)	Aug 16	Atlantic City, NJ 08401 (American Philatelic Society Stamp Show)	PSA pane of 20	Sep 16
	37¢ Ogden Nash	Aug 19	Baltimore, MD 21233	PSA pane of 20	Sep 18
	37¢ Duke Kahanamoku	Aug 24	Honolulu, HI 96820	PSA pane of 20	Sep 23
	37¢ American Bats	Sep 13	Austin, TX 78710	PSA pane of 20 with header, 4 designs	Oct 15
	37¢ Women in Journalism	Sep 14	Fort Worth, TX 76161	PSA pane of 20 with header, 4 designs	Oct 15
	37¢ Neuter or Spay	Sep 20 (nationwide)	Denver, CO 80202	PSA pane of 20 with header, 2 designs	Oct 21
C	37¢ Christmas: Gossaert	Oct 10	Chicago, IL 60607	PSA convertible booklet of 20	Nov 9
C	37¢ Kwanzaa (re-issue, new rate)	Oct 10	Washington, DC 20066 (no ceremony)	PSA pane of 20	Nov 9
C	37¢ Hanukkah (re-issue, new rate)	Oct 10	Washington, DC 20066 (no ceremony)	PSA pane of 20	Nov 9
C	37¢ Eid (re-issue, new rate)	Oct 10	Washington, DC 20066 (no ceremony)	PSA pane of 20	Nov 9
	37¢ Hawaiian Missionaries	Oct 24	New York, NY 10199 (American Stamp Dealers Association Stamp Show)	Gummed souvenir sheet of 4, 4 designs	Nov 23
C	37¢ Holiday: Snowmen	Oct 28	Houghton, MI 49931	PSA pane of 20; PSA vending booklet of 20; PSA doublesided book of 20; PSA linerless coil of 100, 4 designs	Nov 27
C	37¢ Cary Grant (Legends of Hollywood)	TBD	Los Angeles, CA 90001	PSA pane of 20 with selvage	TBD
C	37¢ Irving Berlin	TBD	New York, NY 10199	PSA pane of 20	TBD

**Note Descriptions**

C: Change in previously announced date, site, and/or rate

N: New issue

P: Pictorial first day postmark

+ Customers must affix additional postage to bring total postage to at least the minimum First-Class Mail rate for an envelope or stamped card, depending on which is used. Also, the cost for a stamped envelope is the value of the postage plus 8 cents, and the cost for a stamped card is the value of the postage plus 2 cents.





## 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.*

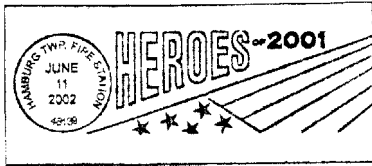
All requests must include a stamped envelope or postcard bearing at least the minimum First-Class Mail® postage. Items submitted for cancellation may not include

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 cancellation has been extended for 30 days.



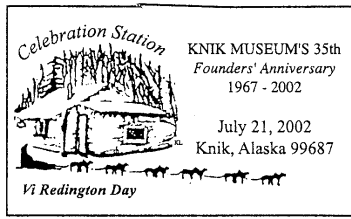
June 11, 2002  
 HEROES OF 2001 STATION  
 POSTMASTER  
 7424 EAST M-36  
 HAMBURG MI 48139-9998



June 29, 2002  
*Ringgold County*  
 HEROES OF 2001 STATION  
 POSTMASTER  
 PO BOX 9998  
 ELLSTON IA 50074-9998

*Ringgold County*  
 HEROES OF 2001 STATION  
 POSTMASTER  
 PO BOX 9998  
 MT AYR IA 50854-9998

*Ringgold County*  
 HEROES OF 2001 STATION  
 POSTMASTER  
 PO BOX 9998  
 TINGLEY IA 50863-9998



July 21, 2002

*Knik Museum*  
CANINE HALL OF FAME INDUCTIONS CELEBRATION STATION  
POSTMASTER  
PO BOX 9998  
CORDOVA AK 99574-9998

*Canine Hall of Fame Inductions*  
CELEBRATION STATION  
POSTMASTER  
401 NORTH MAIN  
WASILLA AK 99654-9998



June 14, 2002

HEROES OF 2001 STATION  
POSTMASTER  
4245 WEST LANE  
STOCKTON CA 95208-9998



June 28, 2002

MOBILE PAGE STATION  
POSTMASTER  
PO BOX 9998  
FRESNO CA 93722-9998



June 22, 2002

*Maestown City Committee*  
150TH ANNIVERSARY STATION  
POSTMASTER  
PO BOX 9998  
MAEYSTOWN IL 62256-9998



June 29, 2002

*Lewis and Clarks Bicentennial/  
Shannon Trail Committee*  
WHERE IS PVT SHANNON  
STATION  
POSTMASTER  
PO BOX 9998  
WAUSA NE 68786-9998



June 27, 2002

HEROES OF 2001 STATION  
POSTMASTER  
715 KEARNEY AVE  
MODESTO CA 95350-9998



June 29-30, 2002

TWIN PEAKS STAMPS SHOW  
STATION  
POSTMASTER  
201 COFFMAN ST  
LONGMONT CO 80501-9998



June 28, 2002

HEROES OF 2001 STATION  
POSTMASTER  
2301 ROSS  
AMARILLO TX 79120-9998



June 30, 2002

RAYMOND M DOWNEY  
STATION  
POSTMASTER  
PO BOX 9998  
DEER PARK NY 11729-9998



June 28, 2002

HEROES OF 2001 STATION  
POSTMASTER  
330 WEST 2ND ST NORTH  
WICHITA KS 67202-9998



July 1, 2002

*Saratoga Springs Post Office  
Bicentennial Committee*  
PAID 1802 STATION  
POSTMASTER  
245 WASHINGTON ST  
SARATOGA SPRINGS NY  
12866-9998



June 28, 2002

HEROES OF 2001 STATION  
POSTMASTER  
2000 ROYAL OAKS DR  
SACRAMENTO CA 95813-9998



July 2, 2002

HEROES OF 2001 STATION  
POSTMASTER  
2323 CHURN CREEK RD  
REDDING CA 96049-9998



July 2, 2002  
**JENSEN BEACH POST OFFICE STATION**  
 POSTMASTER  
 2301 SAVANNAH RD  
 JENSEN BEACH FL 34957-9998



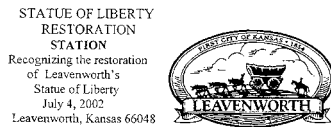
July 6, 2002  
*Griffiss Business and Technology Park*  
**USPS PRO CYCLING TEAM PROLOGUE STATION**  
 110 EAST GARDEN ST  
 ROME NY 13440-9998



July 3-7, 2002  
**SOUTHEAST OLD THREASHERS REUNION JACKSON HILL STATION**  
 POSTMASTER  
 PO BOX 9998  
 DENTON NC 27239-9998



July 6, 2002  
*Detroit Lake Recreation Businessmen Association (DLRABA)*  
**DETROIT LAKE STATION POSTMASTER/PHILATELIC SERVICES**  
 170 DETROIT AVE  
 DETROIT OR 97342-9998



July 4, 2002  
*City of Leavenworth KS*  
**STATUE OF LIBERTY RESTORATION STATION**  
 POSTMASTER  
 330 SHAWNEE ST  
 LEAVENWORTH KS 66048-9998



July 6, 2002  
*Village of Mundelein*  
**MUNDELEIN COMMUNITY DAYS STATION**  
 POSTMASTER  
 435 EAST HAWLEY ST  
 MUNDELEIN IL 60060-9998



July 4, 2002  
*VFW St Charles IL 60174*  
**HONORING HEROES 2001 STATION**  
 POSTMASTER  
 1405 WEST MAIN ST  
 ST CHARLES IL 60174-9998



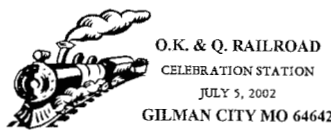
July 6-7, 2002  
**EDNA STATION POSTMASTER**  
 PO BOX 9998  
 PRUDENVILLE MI 48651-9998



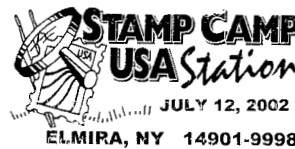
July 4-7, 2002  
**USPS FAIR ST LOUIS 2002 STATION**  
 POSTMASTER  
 1720 MARKET ST  
 ST LOUIS MO 63155-9998



July 12, 2002  
**125TH YEAR STATION POSTMASTER**  
 501 SOUTH OAK ST  
 LINN KS 66953-9998



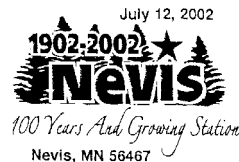
July 5, 2002  
*Gilman City Fair Board*  
**OK AND Q RAILROAD CELEBRATION STATION**  
 POSTMASTER  
 305 BROADWAY  
 GILMAN CITY MO 64642-9998



July 12, 2002  
*Elmira Stamp Club*  
**STAMP CAMP USA STATION**  
 POSTMASTER  
 1 INDUSTRIAL PARK BLVD  
 ELMIRA NY 14901-9998



July 5-6, 2002  
**DUNDALK HERITAGE FAIR STATION**  
 MANAGER MOWS  
 900 EAST FAYETTE ST RM 118  
 BALTIMORE MD 21233-9715



July 12, 2002  
*Northwoods Press*  
**100 EATS AND GROWING STATION**  
 POSTMASTER  
 PO BOX 9998  
 NEVIS MN 56467-9998



47TH AFDCS  
CONVENTION STATION  
AMERRYCOVER 2002  
OAK BROOK IL 60523  
JULY 12, 2002

July 12-14, 2002  
American First Day Cover Society  
47TH AFDCS CONVENTION  
STATION  
POSTMASTER  
1314 KENSINGTON  
OAKBROOK IL 60523-9998



Flaxton Centennial  
Station  
July 13, 2002

1902 - Flaxton ND 58737 - 2002

July 13, 2002  
USPS  
FLAXTON CENTENNIAL  
STATION  
POSTMASTER  
PO BOX 9998  
FLAXTON ND 58737-9998



INDIANAPOLIS IN 46225  
INDYPEX STATION  
JULY 12, 2002

July 12-14, 2002  
INDYPEX STATION  
POSTMASTER  
125 WEST SOUTH ST  
INDIANAPOLIS IN 46206-9998



1881 JAMES ROBBERY  
STATION  
WINSTON, MO 64689  
JULY 13, 2002

July 13, 2002  
Winston Historical Society  
1881 JAMES ROBBERY  
STATION  
POSTMASTER  
101 WEST 2ND ST  
WINSTON MO 64689-9998



July 13, 2002  
Utica, NY 13502

July 13, 2002  
Utica Boilermaker Road Race  
Committee  
BOILERMAKER 8K WALK  
STATION  
POSTMASTER  
100 PITCHER ST  
UTICA NY 13502-9998



FOUNDED 1827  
MACHIAS, NEW YORK  
14101  
175<sup>TH</sup> ANNIVERSARY  
STATION  
JULY 13, 2002

July 13, 2002  
Machias 175th Anniversary  
Committee  
MACHIAS 175 ANNIVERSARY  
STATION  
POSTMASTER  
9742 RT. 16  
MACHIAS NY 14101-9998



Induction Day Station  
July 13, 2002  
Utica, NY 13502

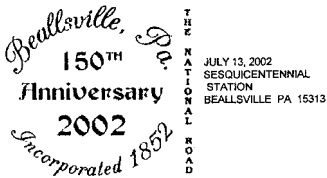
July 13, 2002  
National Distance Running Hall of  
Fame  
INDUCTION DAY STATION  
POSTMASTER  
100 PITCHER ST  
UTICA NY 13502-9998



Anoka Post Office  
1852-2002

Sesquicentennial Station  
Anoka MN 55303  
July 13, 2002

July 13, 2002  
Anoka County Historical Society  
SESQUICENTENNIAL STATION  
POSTMASTER  
PO BOX 9998  
ANOKA MN 55303-9998



July 13, 2002  
SESQUICENTENNIAL  
STATION  
BEALLSVILLE PA 15313

July 13, 2002  
Beallsville Sesquicentennial  
Committee  
SESQUICENTENNIAL STATION  
POSTMASTER  
82 B SOUTH ST  
BEALLSVILLE PA 15313-9998



PEPPERMINT STATION  
JULY 13, 2002  
LYONS, NY 14489

July 13-15, 2002  
Lyons Peppermint Days  
PEPPERMINT STATION  
POSTMASTER  
1 PEARL ST  
LYONS NY 14489-9998



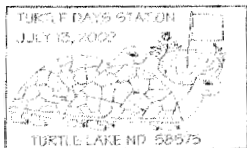
100<sup>TH</sup> ANNIVERSARY  
July 7, 1902  
Worthington Centennial  
STATION  
★ July 13, 2002 ★  
Worthington, MO 63567

July 13, 2002  
Worthington Garden Club  
100TH ANNIVERSARY  
WORTHINGTON CENTENNIAL  
STATION  
POSTMASTER  
306 NORTH 3RD ST  
WORTHINGTON MO  
63567-9998



POSTAL FEST STATION  
JULY 14, 2002  
OSHTEMO MI 49077

July 14, 2002  
POSTAL FEST STATION  
POSTMASTER  
PO BOX 9998  
OSHTEMO MI 49077-9998



TURTLE DAYS STATION  
JULY 13, 2002

TURTLE LAKE ND 58575

July 13, 2002  
Turtle Days Committee  
TURTLE DAYS STATION  
POSTMASTER  
PO BOX 9998  
TURTLE LAKE ND 58575-9998



25th Anniversary Station  
July 14, 2002  
Utica, NY 13502

July 14, 2002  
Utica Boilermaker Road Race  
Committee  
25TH ANNIVERSARY STATION  
POSTMASTER  
100 PITCHER ST  
UTICA NY 13502-9998

HERITAGE DAYS  
CAMERON, WI 54822  
JULY 14, 2002



July 14, 2002  
*Historical Society*  
PIONEER VILLAGE STATION  
POSTMASTER  
PO BOX 9998  
CAMERON WI 54822-9998



July 19, 2002  
*Dupont Nemours*  
DUPONT STATION  
WILMINGTON  
POSTMASTER  
3911 CONCORD PIKE  
WILMINGTON DE 19803-9998



100<sup>th</sup> Anniversary Station  
July 14, 2002  
Pittsburgh PA 15237

July 14, 2002  
*Vincentian Sisters of Charity*  
100TH ANNIVERSARY STATION  
POSTMASTER  
4981 MCKNIGHT RD  
PITTSBURGH PA 15237-9998



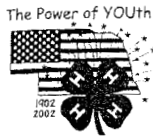
July 19, 2002  
USS SEAWOLF SSN 21  
STATION  
POSTMASTER  
PO BOX 9998  
GROTON CT 06340-9998



July 15, 2002  
*Rivers of Steel Heritage Area*  
BOST BUILDING STATION  
POSTMASTER  
PO BOX 9998  
HOMESTEAD PA 15120-9998

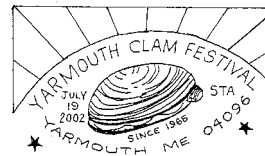


July 19-20, 2002  
*Twin City Philatelic Society,  
Maplewood Stamp Club, MN  
Stamp Dealers Association and  
Lake Minnetonka Stamp Club*  
LINDBERGH STATION  
MPLS MAIN PO STAMP  
SHOPPE  
100 SOUTH FIRST ST  
MINNEAPOLIS, MN 55401-9740



Nelson, NE 68961  
July 17, 2002  
Nuckolls County Fair  
4-H Station

July 17, 2002  
*Nuckolls County Fair 4H Station*  
NUCKOLLS COUNTY FAIR 4H  
STATION  
POSTMASTER  
363 SOUTH MAINT ST  
NELSON NE 68961-9998



July 19-20, 2002  
*Yarmouth Chamber of Commerce*  
YARMOUTH CLAM FESTIVAL  
STATION  
POSTMASTER  
36 FOREST FALLS DR  
YARMOUTH ME 04096-9998



July 18, 2002  
*Alliance Chamber of Commerce*  
2002 HERITAGE DAYS STATION  
POSTMASTER  
401 BOX BUTTE AVE  
ALLIANCE NE 69301-9998



July 2002  
Zippo/Case Station  
1932 Zippo Drive  
Bradford, PA 16701

July 19-20, 2002  
*NAPUS District VII Postmaster  
Association*  
ZIPPO CASE STATION  
POSTMASTER  
115 BOYLSTON ST  
BRADFORD PA 16701-9998

Hot Rod Health Fair  
Station  
Syracuse, NY 13220  
Friday, July 19, 2002



July 19, 2002  
*Syracuse P&DC and Health  
Committee*  
HOT ROD HEALTH FAIR  
STATION  
POSTMASTER  
5640 EAST TAFT RD  
SYRACUSE NY 13220-9998



July 19-20, 2002  
TOBACCO HERITAGE DAYS  
STATION  
POSTMASTER  
PO BOX 9998  
EDGERTON WI 53534-9998



COWEN  
RAILROAD  
FESTIVAL  
JUL 19 2002  
STATION  
26206

July 19, 2002  
*Cowen Railroad Festival*  
COWEN RAILROAD FESTIVAL  
STATION  
POSTMASTER  
PO BOX 9998  
COWEN WV 26206-9998



July 20, 2002  
HOMECOMING STATION  
POSTMASTER  
4133 MILL ST  
PULTNEYVILLE NY 14538-9998



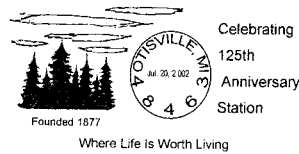
July 20, 2002  
 Eagle Lake Centennial Committee  
 and the Eagle Lake Jaycees  
 EAGLE LAKE CENTENNIAL  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 EAGLE LAKE MN 56024-9998



July 20, 2002  
 Dupont Nemours  
 DUPONT STATION  
 WINTERTHUR  
 POSTMASTER  
 3911 CONCORD PIKE  
 WILMINGTON DE 19803-9998



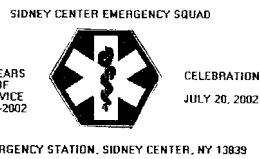
July 20, 2002  
 Leonard Summer Festival  
 Committee  
 50TH STRAWBERRY  
 FESTIVAL STATION  
 POSTMASTER  
 22 EAST ELMWOOD ST  
 LEONARD MI 48367-9998



July 20, 2002  
 Otisville Fun Days Committee  
 CELEBRATING 125TH  
 ANNIVERSARY STATION  
 POSTMASTER  
 199 NORTH STATE ST  
 OTISVILLE MI 48463-9998



July 20, 2002  
 TEN MILE RIVER SCOUT  
 CAMPS 75TH ANNIVERSARY  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 NARROWSBURG NY  
 12764-9998



July 20, 2002  
 Sidney Center Emergency Squad  
 EMERGENCY STATION  
 POSTMASTER  
 PO BOX 9998  
 SIDNEY CENTER NY  
 13839-9998



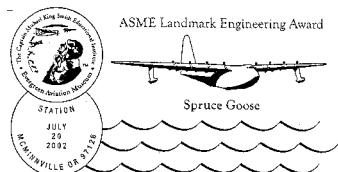
July 20, 2002  
 Granite Threshermens  
 Association  
 GRANITE THRESHERMENS  
 ASSOCIATION 18TH ANNUAL  
 THRESHING BEE STATION  
 POSTMASTER  
 PO BOX 9998  
 LARCHWOOD IA 51241-9998



July 20, 2002  
 100TH Birthday Committee  
 WISHING WELL CENTENNIAL  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 FLETCHER OK 73541-9998



July 20, 2002  
 The Hopkinton Historical Group  
 HOPKINTON BICENTENNIAL  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 NICHOLVILLE NY 12965-9998



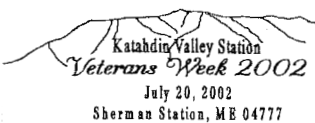
July 20, 2002  
 Evergreen Aviation Museum  
 SPRUCE GOOSE STATION  
 POSTMASTER/PHILATELIC  
 SERVICES  
 650 EAST 2ND ST  
 McMinnville OR 97128-9998



July 20, 2002  
 Iron Heritage Committee  
 IRON HERITAGE STATION  
 POSTMASTER  
 PO BOX 9998  
 DANVILLE PA 17821-9998



July 20-28, 2002  
 Cheyenne Main Office  
 RODEO STATION  
 POSTMASTER  
 4800 CONVERSE AVE  
 CHEYENNE WY 82009-9998



July 20, 2002  
 Sherman Station PO  
 KATAHDIN VALLEY STATION  
 POSTMASTER  
 PO BOX 9998  
 SHERMAN STATION ME  
 04777-9998



July 21, 2002  
 Cycle Across Maryland  
 CAM TOUR XIV STATION  
 POSTMASTER  
 PO BOX 9998  
 WORTON MD 21678-9998



**AUDIE LEON MURPHY STATION  
AUDIE MURPHY DAYS  
AMERICAN COTTON MUSEUM**  
**June 21, 2002**  
GREENVILLE TX 75401

July 21–22, 2002  
American Cotton Museum  
AUDIE LEON MURPHY STATION  
POSTMASTER  
2810 WESLEY ST  
GREENVILLE TX 75401-9998



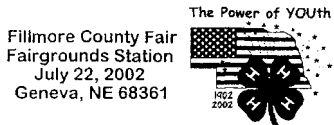
July 24, 2002  
USPS  
HEROES OF 2001 STATION  
POSTMASTER  
PO BOX 9998  
CHARLES CITY IA 50616-9998



July 22, 2002  
City of Rembrandt  
LUNCH/BRUNCH STOPPING  
STATION  
POSTMASTER  
PO BOX 9998  
REMBRANDT IA 50576-9998



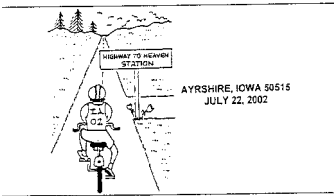
July 24, 2002  
University of Illinois Extension  
Lake County 4H  
LAKE COUNTY 4H STATION  
POSTMASTER  
75 EAST COMMERCE DR  
GRAYSLAKE IL 60030-9998



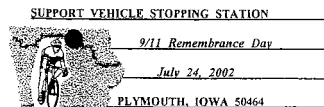
July 22, 2002  
FILLMORE COUNTY FAIR 4H  
STATION  
POSTMASTER  
PO BOX 9998  
OHIOWA NE 68416-9998



July 24, 2002  
Nora Springs Ragbray  
BUFFALO AND BIKE STATION  
POSTMASTER  
PO BOX 9998  
NORA SPRINGS IA 50458-9998



July 22, 2002  
City of Ayrshire  
HIGHWAY TO HEAVEN STATION  
POSTMASTER  
PO BOX 9998  
AYRSHIRE IA 50515-9998



July 24, 2002  
City of Plymouth  
SUPPORT VEHICLE STOPPING  
STATION  
POSTMASTER  
PO BOX 9998  
PLYMOUTH IA 50464-9998



July 22–27, 2002  
Pigeon Chamber of Commerce  
FARMERS FESTIVAL POSTAL  
STATION  
POSTMASTER  
PO BOX 9998  
PIGEON MI 48755-9998



July 24–September 2, 2002  
The New York Racing Association  
SARATOGA RACE COURSE  
STATION  
POSTMASTER  
245 WASHINGTON ST  
SARATOGA SPRINGS NY  
12866-9998



July 23, 2002  
RAMBLER STATION  
POSTMASTER  
PO BOX 9998  
KENOSHA WI 53140-9998

— Stamp Services,  
Government Relations and Public Policy, 7-11-02

## Special Cancellation Die Hubs

Postmasters and plant managers who have any of the special cancellation die hubs listed below may use them for the periods designated. At the end of the period, these die

hubs must be withdrawn and stored. Postmasters and plant managers who do not have these special die hubs may not request them from the sponsors.

Cancellation	Period of Use
Only You Can Prevent Forest Fires	April 1–Oct. 31
Conquer Cystic Fibrosis	Sept. 1–Sept. 30
Peace Corps Anniversary, Making a Difference	Sept. 1–Oct. 31
Employ People With Disabilities	Sept. 1–Nov. 30
Give to the United Way	Sept. 15–Nov. 15
Learn About Lupus, October Is Lupus Awareness Month	Oct. 1–Oct. 31
Radon Action Week, Protect Your Family, Test Your Home	Oct. 1–Oct. 31
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 Classification, 7-11-02*

## Retail

### NOTICE

### Return to Sender Nixie Mail

Many of our delivery unit employees are marking through the city, state, and ZIP Code when returning undeliverable mail. This causes a significant problem for our customers, particularly our small-business mailers, who use this information to correct their mailing lists.

Never mark through or cover the old address. However, mark through old delivery barcodes to prevent "loop" mail.

— *Customer Service Support,  
Delivery and Retail, 7-11-02*



# What's in Store

## Real People. Real Success.

*In-store ads*

The Postal Service's latest in-store advertising campaign, "Real People. Real Success," puts successful small-business owners in the spotlight. The stories conveyed in the ads "give other business owners concrete examples of how postal services can help them make their businesses thrive," says Chief Marketing Officer Anita Bizzotto.

The first phase of the campaign, which began June 15 and runs through August 9, features business owners from various fields of work including an interior designer, a diamond wholesaler, and the president of an executive search firm. In the ads, business owners are featured with a USPS product/service that has best served their business' success.

A second phase of the campaign, which runs from August 10 to October 18, will feature a contest in which small-business owners share their stories of how a USPS product or service helped their business. Contest winners will be featured in "Real People. Real Success" in-store advertising campaigns during 2003.

## Did You Know?

*Share info  
with customers*

### *Priority Mail® Service*

No extra charge for Saturday delivery.

- Shipping supplies provided at no extra charge.
- Rural delivery at no extra cost.

### *Delivery Confirmation™ Service*

- There are two service rates available to add Delivery Confirmation service to packages — retail option or a lower cost electronic rate option.
- Delivery status of a customer's package may be accessed at [www.usps.com](http://www.usps.com) or 800-222-1811.

## Feedback

Send comments and questions to:

WHATS IN STORE  
US POSTAL SERVICE  
1735 N LYNN STREET RM 6042  
ARLINGTON VA 22209-6057

## What's in Store

### Retail Coaches Corner

This month's edition has information about the retail calendar, *Migratory Bird Hunting and Conservation* stamp, top performing retail units, and the question of the month.

#### Retail Calendar

The \$15 *Migratory Bird Hunting and Conservation* stamp for the 2002–2003 season is on sale at Post Offices nationwide July 1, 2002, through June 30, 2003. The stamp will be issued in two formats — the traditional gummed pane of 20 stamps and a self-adhesive single stamp. Postmasters should order sufficient quantity to meet the expected demand from stamp collectors, conservationists, and hunters.

#### Top Performing Retail Units

Congratulations to the 33 offices selected as winners of the FY 2001 Retail Awards and Recognition Program.

Districts nominated the offices as top performers in increased walk-in revenue. Revenue performance was analyzed to determine what contributed to their success. Some of their stories are very inspirational and will be shared at a later date. However, most attributed their success to good old-fashioned customer service. They asked the questions, offered an additional item, remembered to be pleasant, and thanked their customers. The winners are:

##### Capital Metro

CAPITAL DISTRICT, 20TH STREET STATION  
RICHMOND DISTRICT, ETRICK BRANCH  
NORTHERN VIRGINIA DISTRICT, ROCHELLE MPO

##### Eastern

KENTUCKIANA DISTRICT, GLASGOW MPO  
GREATER S. CAROLINA DISTRICT, CAROLINA FOREST STATION  
HARRISBURG DISTRICT, HAZELTON BROADSTREET STATION  
COLUMBUS DISTRICT, BLACKLICK MPO  
MID-CAROLINAS DISTRICT, ENKA FINANCE UNIT  
AKRON DISTRICT, EMPIRE MPO

##### Great Lakes

NORTHERN IL DISTRICT, NORTHLAKE PRS  
NORTHERN IL DISTRICT, ROUNDLAKE  
CENTRAL IL DISTRICT, SAVOY MPO  
NORTHERN IL DISTRICT, RICHMOND MPO  
GREATER MICHIGAN DISTRICT, PULLMAN MPO  
GATEWAY DISTRICT, TEBBETTS MPO  
CENTRAL IL DISTRICT, ALVIN MPO

##### New York Metro

NEW YORK DISTRICT, HIGH BRIDGE STATION  
WESTCHESTER DISTRICT, SALT POINT MPO

##### Northeast

WESTERN NEW YORK DISTRICT, PERRYSBURG MPO

##### Pacific

OAKLAND DISTRICT, PLEASANTON

##### Southeast

MISSISSIPPI DISTRICT, JACKSON, RICHLAND BRANCH  
ATLANTA DISTRICT, CONLEY  
SUNCOAST DISTRICT, SAINT LEO

##### Southwest

OKLAHOMA DISTRICT, FARLEY STATION  
RIO GRANDE DISTRICT, KYLE POST OFFICE  
DALLAS DISTRICT, SCOTTSVILLE  
DALLAS DISTRICT, FATE POST OFFICE  
RIO GRANDE DISTRICT, SWEET HOME POST OFFICE  
HOUSTON DISTRICT, THOMPSONS POST OFFICE

##### Western

HAWKEYE DISTRICT, PLEASANT VALLEY POST OFFICE  
CENTRAL PLAINS DISTRICT, CHESTER NE  
COLORADO/WYOMING DISTRICT, AUSTIN POST OFFICE  
MID-AMERICA DISTRICT, MAITLAND MPO

#### Question of the Month

What products are you now selling in your vending equipment?

#### Answer

Only authorized vending products. See your *Serving the Self Service Postal Center* (SSPC) newsletter or visit the Self Service Web site at [retail.usps.gov/html/programs/selfservice.html](http://retail.usps.gov/html/programs/selfservice.html).

#### Retail Coaches Web Site

The site can be found at [rpsweb.usps.gov/coaches/home.asp](http://rpsweb.usps.gov/coaches/home.asp).

Questions or comments? Submit them via e-mail to *Retail Coaches Corner*.

# What's in Store

## THE EMPLOYEE MAILBOX

### SUMMER DRIVE PERIOD 06/15/02 – 08/10/02

Increase revenue and improve customer satisfaction with these helpful reminders

#### EXPEDITED HANDLING

Product	Description	Main benefit
Express Mail®	Fastest delivery service	Next day delivery by 12 noon to most destinations
Global Express Mail™	Expedited international delivery	Delivery to more than 190 countries and territories

#### VERIFICATION OF DELIVERY

Product	Description	Main benefit
Signature Confirmation™ w/Priority Mail®	Online access to date, time of delivery, and name of recipient	Signature proof that the package arrived
Certified Mail	Delivery information for First-Class Mail® service	A record of delivery information and, with purchase of return receipt, proof of delivery

**Did You Know?** Small businesses make up **73%** of the retail revenue for USPS.

Refer to "The Employee Mailbox" hanging in the Employee Zone for additional information. Access the Retail Intranet Site at <http://retail.usps.gov>.

## What's in Store

## THE EMPLOYEE MAILBOX

# HELPING CUSTOMERS HELPS USPS

By educating customers about our products, you can help them choose the solution that best meets their needs — and we improve our bottom line.

**For Summer, USPS is focusing on:**

- **Signature Confirmation™ with Priority Mail® service**
- **Express Mail® service**

Promote Signature Confirmation with Priority Mail service.

**Key selling points:**

- Delivery to every address in the U.S.
- Online access to date, time of delivery, and name of recipient
- Signature proof of delivery upon request

Suggest Express Mail service.

**Key selling points:**

- Overnight service with delivery by noon to most locations
- Delivery 365 days a year with no extra charge for Saturdays, Sundays, or holidays
- Money-back guarantee

**If every location sold Signature Confirmation service just once a day, it would generate over \$3,100,000 in one drive period (9 weeks).**

Refer to "The Employee Mailbox" hanging in the Employee Zone for additional information. Access the Retail Intranet Site at <http://retail.usps.gov>.

# What's in Store

## THE EMPLOYEE MAILBOX

# July



### BOOST WEEK

This icon means to look for opportunities to educate the customer about that week's featured product/service. You'll help your office meet its revenue goals!

Fly your POW/MIA flag

Irving Berlin Stamp  
TBD

Jefferson Memorial Stamp  
TBD

U.S. Capitol at Dusk Stamp  
TBD

	MON	TUE	WED	THUR	FRI	SAT
	1	2	3	4	5	6
SUN	<p><b>BOOST: Express Mail®</b> Remind customers that they can ship 365 days a year with this service, with no extra charge for Saturday, Sunday, or holiday delivery.</p>		<p>Harry Houdini Stamp</p>	<p>Offices Closed Independence Day</p>	<p>payday</p>	
7	8	9	10	11	12	13
					<p>Coverlet Eagle Stamp</p>	<p>AP 12 begin</p>
14	15	16	17	18	19	20
	<p><b>BOOST: Express Mail</b> Remind customers that this service includes envelopes, labels, and boxes at no extra charge.</p>				<p>payday</p>	
21	22	23	24	25	26	27
	<p><b>BOOST: Signature Confirmation With Priority Mail</b> Inform customers that they can access delivery information online at <a href="http://www.usps.com">www.usps.com</a>® or by phone at 800-222-1811.</p>				<p>Antique Toys Denominational Stamp</p>	
28	29	30	31			
	<p><b>BOOST: Express Mail</b> Remind customers that overnight delivery helps them show their clients the importance of their correspondence.</p>			<p>Edna Ferber Stamp</p>		

Refer to "The Employee Mailbox" hanging in the Employee Zone for additional information. Access the Retail Intranet Site at <http://retail.usps.gov>.

## Supply Management

### NOTICE

#### Heroes of 2001 Merchandise for Sale

Use of the *Heroes of 2001* stamp image remains highly restricted. The Postal Service has been granted the right to use the image on limited merchandise, such as mugs, key chains, pins, framed art, that has undergone product review by the Postal Service and the other rights holders: North Jersey Media Group and the firefighters.

These products may be used as giveaway items for employees and customers and for resale at Postal Service events. Until further notice, *Heroes of 2001* products are *not* for resale in retail lobbies.

You can order *Heroes of 2001* products using authorized Postal Service purchasing methods from the following list of official licensees. Only the companies listed below have been authorized to use this restricted image within their grant of rights; therefore, purchase products *only* from the list of licensed vendors below.

If you have questions on pricing, quantity, or any other purchasing information, please contact the vendors listed below.

Company	Contact	Address	City, State, ZIP Code	Telephone	Fax	Products
Creative Framing	David Hankins	525-M East Market Street	Leesburg, VA 20176	703-771-6345	703-771-6398	Framed, matted, and open photo reproductions of the <i>Heroes of 2001</i> stamp with an actual stamp.
Financial Innovations	Mark Weiner	1 Weingeroff Boulevard	Cranston, RI 02910	401-467-3178	401-467-3570	Lapel pins, key chains, holiday ornaments, money clips, t-shirts, mugs, mousepads, magnets, collectors plate, commemorative cachets, and jewelry items.
Ipromoteu.com	Pat Caccamo	8 Strathmore Road	Natick, MA 01760	877-470-1436	905-542-9454	Lapel pins.
Jonathan Grey and Assoc.	Mario Rodriguez, Michelle Hagerty	920 Calle Negocio, Suite B	San Clemente, CA 92673	949-498-2515	949-298-2830	Lapel pins.
March Co.	Doug March	3815 Academy Parkway, N/NE	Albuquerque, NM 87109-4408	505-345-2521	505-345-0407	Lapel pins.
Sonoma Pins	Bernard Friedman	677 First Street W	Sonoma, CA 95467-7003	707-996-9956	707-996-9957	Lapel pins, dog tags, key chains, and magnets.
US Allegiance	Steve Crawford, Jennifer Houston	63007 Layton Avenue	Bend, OR 97701-3735	541-330-6282	541-330-6268	Lapel pins, key chains, postcard sets, ceramic mugs, magnets, and bookmarks.
Winco	Andy Boston Bryan Fougner	9019 Oso Avenue, Suite F	Chatsworth, CA 01311-4117	818-718-1191	818-700-9778	Lapel pins, magnets, and key chains.

— Licensing, Public Affairs and Communications, 7-11-02

### NOTICE

#### Interest Rate on Contract Claims

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

The interest rate effective for the 6-month period beginning July 1, 2002, and ending December 31, 2002, is 5.25 percent.

— Supply Management Infrastructure, Supply Management, 7-11-02

ALL EMPLOYEES

## New Organization — Supply Management

Purchasing and Materials has been reorganized into a new Supply Management organization. The new organizational design will employ supply chain management business practices to better support the Postal Service's business objectives. Supply Management consists of five Portfolios made up of category management centers (CMCs) and four purchasing service centers, which report to the Services Portfolio; an Operations organization focused on strategic and transactional supply matters; and several strategic support organizations. The following five Portfolios will perform the buying and supplying functions for most Postal Service requirements:

- Services
- Supplies
- Mail Equipment
- Facilities
- Transportation

### Purchase Requests That Are Not Affected

While this restructuring will affect the processing of purchase requisitions for a variety of goods and services, **it does not affect the following:**

- Purchase requests for design and construction contracts valued at less than \$10 million. Continue to send those requests to the applicable district administrative support office, facilities services office, or Facilities, Headquarters.
- Acquisitions of real estate. Continue to send requests to acquire real estate to the applicable facilities services office or Facilities, Headquarters.
- Purchase requests for mail transportation highway contracts. Continue to send those requests to the applicable distribution network office.
- Local buying requests. Policies and procedures applicable to local buys are contained in Chapter 7 of the *Administrative Support Manual* and in Handbook AS-709, *Credit Card Policies and Procedures for Local Buying*. Local buys made through eBuy and orders from the Material Distribution Center are not affected by this restructuring.

### How to Submit Purchase Requests

Clients who have established relationships with purchasing organizations but are unsure where to submit purchase requests within Supply Management may submit them to those organizations with which they have worked in the past. If the Portfolio or CMC is not responsible for the goods or services being purchased, the request will be forwarded to the responsible Portfolio. Clients will be notified of both the forwarding to and receipt by the responsible Portfolio.

Clients may also contact Supply Management employees with whom they have worked in the past for advice before submitting purchase requests. If a purchasing service center receives a purchase request for a good or service that is purchased or supplied on a nationwide basis, it will forward the request to the responsible Portfolio. Clients will be notified of both the forwarding to and receipt by the responsible Portfolio.

### For More Information

For more information, please see Management Instruction PM-1.1.1-2002-4, *Submitting Requests to Supply Management*, which will be available soon on the Postal Service PolicyNet Web site at [blue.usps.gov/cpim](http://blue.usps.gov/cpim); click on *MIs*.

— *Supply Management Infrastructure,  
Supply Management, 7-11-02*



475 L'ENFANT PLAZA SW  
WASHINGTON DC 20260-5540

First-Class Mail  
Postage & Fees Paid  
USPS  
Permit No. G-10

Caliente, caliente

Chilemanía

para ti del UNITED STATES POSTAL SERVICE

**Correo Directo** Son anuncios personalizados para que tus clientes encuentren tu negocio rápido y no tengan que pasar por el frío... frío. Para una oferta especial llama al: 1 800-THE-USPS, ext. AD4022.

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[www.usps.com/correo](http://www.usps.com/correo)