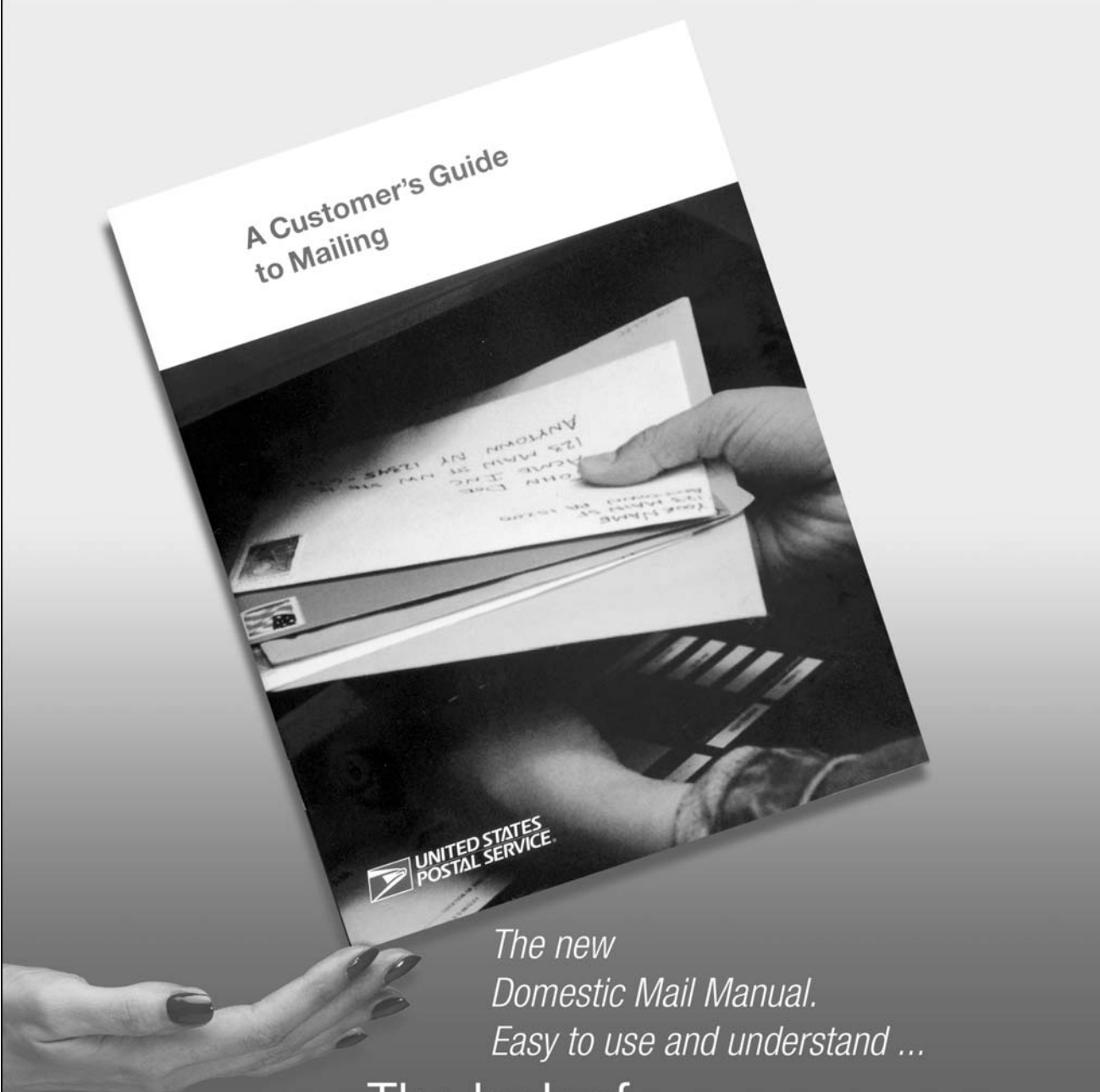


NEUTER OR SPAY MINI PUBLICITY KIT ■ HANDBOOK F-1 REVISIONS

POSTAL BULLETIN

PUBLISHED SINCE MARCH 4, 1880

PB 22084, September 5, 2002



A Customer's Guide
to Mailing

UNITED STATES
POSTAL SERVICE

*The new
Domestic Mail Manual.
Easy to use and understand ...*

The look of
Transformation

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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 22084: 7690-05-000-4849 | PB 22076: 7690-05-000-4841 | PB 22070: 7690-05-000-4835 | PB 22063: 7690-04-000-5670 |
| PB 22083: 7690-05-000-4848 | PB22075A: 7690-05-000-5051 | PB 22069: 7690-05-000-4834 | PB 22062: 7690-04-000-5669 |
| PB 22082: 7690-05-000-4847 | PB 22075: 7690-05-000-4840 | PB 22068: 7690-04-000-5675 | PB 22061: 7690-04-000-5668 |
| PB 22081: 7690-05-000-4846 | PB 22074: 7690-05-000-4839 | PB 22067: 7690-04-000-5674 | PB 22060: 7690-04-000-5667 |
| PB 22080: 7690-05-000-4845 | PB 22073: 7690-05-000-4838 | PB 22066: 7690-04-000-5673 | PB 22059: 7690-04-000-5666 |
| PB 22079: 7690-05-000-4844 | PB 22072: 7690-05-000-4837 | PB 22065: 7690-04-000-5672 | PB 22058: 7690-04-000-5665 |
| PB 22078: 7690-05-000-4843 | PB 22071: 7690-05-000-4836 | PB 22064: 7690-04-000-5671 | PB 22057: 7690-04-000-5664 |

MINI PUBLICITY KIT

Neuter or Spay Stamps



Events and Publicity

On September 20, 2002, the Postal Service will issue the *Neuter or Spay* commemorative stamps in Denver, Colorado, at the American Humane Association Conference. A cute puppy and kitten are featured on the pane of 20 stamps. The selvage on the pane of stamps features a toll-free telephone number, 888-pets911, and a Web site address, www.pets911.com, for customers to find neuter/spay resources and neuter/spay events in their communities by ZIP Code. Two hundred million of these stamps will be printed.

The issuance of the *Neuter or Spay* stamps is the culmination of a grassroots campaign by thousands of citizens, community leaders, animal health and welfare organizations, veterinarians, and celebrities. The primary goal of the stamps is to raise awareness of the importance of neutering and spaying pets.

Stage a Kick-off Event

Host an unveiling or special dedication of the *Neuter or Spay* stamps, with the participation of local animal welfare organizations and veterinarians. Get your communities involved and build local partnerships. *Remember: When planning events, make sure sufficient stamps are available.* Additionally, the Postal Service is pleased to have the tremendous support of the American Partnership for Pets (APP) for these events. The partnership is an unprecedented coalition of leading animal health and welfare organizations that have united to stand behind the *Neuter or Spay* stamps. APP has distributed 8,000 action kits inviting community veterinarians and animal welfare organizations to contact you to help publicize the *Neuter or Spay* stamps.

You are also invited to post your events on the www.pets911.com Web site. If you need help, send them an e-mail message at postmaster@pets911.com. You can learn about the APP program and how it can benefit you at www.americanpartnershipforpets.org.

Other Event Ideas

- Set up a *Neuter or Spay* stamp display in your lobby.
- Host a Neuter/Spay Day. Encourage local veterinarians to participate.
- Sponsor an essay-writing contest with the local schools (perhaps limit it to one grade such as sixth grade) on the subject of "The Importance of Neutering and Spaying Your Pets." Ask the postmaster, a local veterinarian, the director of the local animal shelter, and a teacher to be the judges. Award a framed sheet of stamps or a blow-up of the stamps to the winner.
- Sponsor an essay-writing and picture-drawing contest with local grade schools on "What My Pet Means to Me." Hang some of the best essays and cutest drawings in the Post Office, local veterinarians' offices, and local animal shelter.
- Present framed enlargements of the new stamps to the local animal shelter and veterinarians. Encourage local political officials to attend the presentation to raise awareness of the issue within your community.
- Coordinate groups of children — children of Postal Service employees, Boy Scout and Girl Scout troops, 4-H Clubs, etc. — to write letters to shelter animals to be displayed on the Post Office bulletin

board and published in the local newspaper, giving the animals hope that they will be adopted by loving families.

- Arrange for a pet health fun fair, where local veterinarians can have booths about the importance of neutering and spaying pets, pet dental health, pet vaccination, etc. The local shelter can display adoptable pets; and pet supply stores can sell or display pet foods, pet toys, and other cat- and dog-related items.
- Sponsor a pet show with local 4-H Clubs, Boy and Girl Scouts, etc., with a special category and special prize for neutered and spayed pets.
- Host an event at a PETS^{SMART} store to help publicize the “Just a Buck” campaign. The “Just a Buck” campaign is a biannual campaign of PETS^{SMART} Charities, Inc. (a member of APP) to raise funds that go toward the fight of ending euthanasia of adoptable pets by finding them loving homes.
- Sell *Neuter or Spay* stamp merchandise in your lobbies or at special events to further help to raise awareness of pet overpopulation.

Implement any of these ideas, combine them, or brainstorm with your employees to come up with ideas of your own. Be sure to publicize each and every event to your local newspaper and radio and television stations, and don't forget to list them on the www.pets911.com Web site, too. Send a letter or press release, and then follow up with a phone call.

Stamp Artwork

To obtain stamp enlargements and color reproductions of the *Spay or Neuter* stamp, contact:

LORI LIPKIND
DODGE COLOR
4827 RUGBY AVE STE 1000
BETHESDA MD 20814-3034
E-mail: loril@dodgecolor.com
Telephone: 301-656-0025 ext. 230

Products

There are no philatelic products for this stamp issue.

Licensed Products

For licensing inquiries and instructions on using the *Neuter or Spay* stamps images call licensing at 202-268-6745 or send an e-mail message to licensing@usps.com.

Public Communications

To obtain additional information for press releases and local media, contact your local Public Affairs and Communications office.

— Community Relations,
Public Affairs and Communications, 9-5-02

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 = www.usps.com.

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

F3 = F3 Fill Software.

New Directives

Labels

| PSIN | Edition Date | Title | Size (inches) | Stock Number | Unit of Issue | Org. | USPS Source | Public Source |
|--------|--------------|--------------------|---------------|--------------|---------------|------|-------------|---------------|
| LAB 51 | 8/2002 | Delayed Dispatch | 8 1/2 x11 | N/A | EA | NOM | IWEB | N/A |
| LAB 52 | 8/2002 | Delayed Processing | 8 1/2 x11 | N/A | EA | NOM | IWEB | N/A |
| LAB 53 | 8/2002 | Late Arriving Mail | 8 1/2 x11 | N/A | EA | NOM | IWEB | N/A |

Management Instructions

| PSIN | Edition Date | Title | Stock Number | Org. | USPS Source | Public Source |
|--------------------|--------------|--|------------------|------|-------------|---------------|
| MI PM-4.4.1-2002-3 | 8/8/02 | Economic Pay Adjustments for Highway and Domestic Inland Water Contracts | 7610-05-000-5112 | NOM | MDC/IWEB | N/A |

Posters

| PSIN | Edition Date | Title | Size (inches) | Stock Number | Unit of Issue | Org. | USPS Source | Public Source |
|---------|--------------|---------------------------------------|---------------|--------------|---------------|------|-------------|---------------|
| POS 133 | 6/2002 | MERLIN Mailpiece Orientation: Letters | 24 x 36 | N/A | EA | MK | HQO | N/A |
| POS 134 | 6/2002 | MERLIN Mailpiece Orientation: Flats | 24 x 36 | N/A | EA | MK | HQO | N/A |

Revised Directives

Handbooks

| PSIN | TL | Edition Date | Title | Stock Number | Manual Relation | Org. | USPS Source | Public Source |
|------------|----|--------------|--|------------------|-----------------|------|-------------|---------------|
| HBK EL-903 | | 5/2002 | Agreement between the USPS and National Postal Mail Handlers Union, AFL-CIO, 2000-2004 | 7610-01-000-9093 | ELM | ERM | MDC | MDC |

Manuals

| PSIN | Issue | Edition Date | Title | Stock Number | Manual Relation | Org. | USPS Source | Public Source |
|----------|-------|--------------|--------------------------|------------------|-----------------|------|-------------|---------------|
| POMISSUE | 8 | 7/2002 | Postal Operations Manual | 7610-03-000-3558 | POM | PA&C | MDC/IWEB/PE | MDC |

Notices

| PSIN | Edition Date | Title | Size (inches) | Stock Number | Unit of Issue | Org. | USPS Source | Public Source |
|--------|--------------|--|---------------|------------------|---------------|------|-------------|---------------|
| NOT 11 | 8/2002 | Tips for Postal Customers with Centralized Mailboxes | 8 1/2 x 11 | 7610-03-000-9146 | PG | D&R | MDC | MDC |
| NOT 25 | 4/2002 | Postal Planning Schedule | 8 1/2 x 11 | N/A | EA | FI | IWEB | N/A |

Publications

| PSIN | TL | Edition Date | Title | Stock Number | Manual Relation | Org. | USPS Source | Public Source |
|---------|----|--------------|---|------------------|-----------------|------|-------------|---------------|
| PUB 123 | | 6/30/02 | Consumer's Guide to Postal Rates and Fees | 7610-03-000-5306 | DMM | P&PD | MDC/IWEB | P/F |
| PUB 370 | | 9/2002 | Extra Services — Get More From Your Post Office | 7610-04-000-5602 | DMM | MKT | IWEB | P/F |
| PUB 401 | | 6/2002 | Guide to the Manifest Mailing System (MMS) | 7610-03-000-9196 | DMM | MKT | IWEB | P/F |
| PUB 521 | | 6/2002 | EAP Wallet Card | 7610-03-000-9445 | ELM | ER&M | MDC | MDC |

Revised Forms

| PSIN | Edition Date | Oldest Usable Date | Title | Stock Number | Where Used | Unit of Issue | Org. | USPS Source | Public Source |
|------------|--------------|--------------------|--|------------------|------------|---------------|------|-------------|---------------|
| PS 17-J | 8/2002 | 8/2002 | Penalty Mail Printed Stamped Order (2-part set) | 7530-03-000-0451 | PS | EA | FI | HQO | HQO |
| PS 1188 | 7/2002 | 7/2002 | Cancellation of Organization Due from Payroll Withholdings (3-part NCR) | 7530-01-000-9016 | PS | SE | LR | MDC | N/A |
| PS 3203-X | 6/2002 | 6/2002 | Personalized Envelope Order Form | N/A | PU | SH | SFS | IWEB | WWW |
| PS 3227 | 2/2002 | 2/2002 | Stamps by Mail | 7530-03-000-9137 | PU | EA | D&R | HQO | N/A |
| PS 3227-R | 6/2002 | 6/2002 | Stamp Purchase Order | 7530-01-000-9885 | PU | EA | D&R | MDC | P/F |
| PS 3602-IR | 6/2002 | 6/2002 | Postage Statement — International Inbound Regular Standard Mail Permit Imprint | 7510-05-000-4792 | PU | SH | IB | IWEB | WWW |
| PS 3651-LP | 6/2002 | 6/2002 | Postage Statement — International Letter-post Permit Imprint | 7530-05-000-4293 | PU | SH | IB | MDC/IWEB | WWW |
| PS 3658 | 7/2002 | 7/2002 | Global Direct Mailbox Service Application | N/A | PU | SH | IB | IWEB | WWW |
| PS 3659 | 6/2002 | 6/2002 | Postage Statement for Global Direct — Mexico (Permit Imprint) | N/A | PU | SH | IB | IWEB | WWW |
| PS 3681 | 7/2002 | 7/2002 | Global Direct Service Agreement | 7530-04-000-8891 | PS | SH | IB | IWEB | WWW |
| PS 3682 | 7/2002 | 7/2002 | Global Direct Notification of Mailing | 7530-04-000-8892 | PS | SH | IB | IWEB | WWW |
| PS 4000-A | 8/2002 | 8/2002 | Retail Lobby Observation | | CD | SH | RT | IWEB | N/A |
| PS 5051 | 6/2002 | 6/2002 | Confirmation Services — Electronic Option Application | N/A | PU | SH | PD | IWEB | WWW |
| PS 5051-C | 6/2002 | 6/2002 | Confirmation Services — Electronic Option Checklist | N/A | PU | SH | PD | IWEB | WWW |
| PS 5139 | 6/2002 | 6/2002 | Nonpostal Service Temporary Employee | 7530-01-000-9721 | AR | EA | NO M | MDC | N/A |
| PS 5140 | 6/2002 | 6/2002 | Non-Postal Service Contractor Employee | 7530-01-000-9722 | GF | EA | NO M | MDC | N/A |
| PS 8026 | 6/2002 | 6/2002 | Expedited Shipment Agreement for Plant-Load Mailings | 7530-01-000-9806 | PU | SH | NO M | MDC/IWEB | WWW |
| PS 8163 | 7/2002 | 7/2002 | Request for Fiscal Year 2001 Expense Accrual | 7530-03-000-1139 | PS | EA | FI | MDC/IWEB | N/A |

Obsolete Directives*Handbooks*

| PSIN | Edition Date | Title | Stock Number | Org. | USPS Source | Public Source |
|------------|--------------|-------------------------|------------------|------|-------------|---------------|
| HBK PO-405 | 5/1984 | Letter Sorting Machines | 7610-03-000-3630 | NOM | MDC | MDC |

Management Instructions

| PSIN | Edition Date | Title | Stock Number | Org. | USPS Source | Public Source |
|----------------|--------------|--|------------------|------|-------------|---------------|
| MI PO-530-97-1 | 4/28/97 | Economic Pay Adjustments for Highway and Inland Domestic Water Contracts | N/A | NOM | IWEB | N/A |
| MI EL-810-82-2 | 2/12/82 | CONCERN — A Management Safety Training Program | 7610-02-000-9079 | ERM | MDC | MDC |

Posters

| PSIN | Edition Date | Title | Size (inches) | Stock Number | Unit of Issue | Org. | USPS Source | Public Source |
|----------|--------------|-------------------------------------|---------------|------------------|---------------|------|-------------|---------------|
| POS Q630 | 1/2001 | Standard Mail (A) Presorted Letters | 14 x 21 | 7690-03-000-8915 | EA | P&PD | MDC | PBC |

Obsolete Forms

| PSIN | Edition Date | Oldest Usable Date | Title | Stock Number | Where Used | Unit of Issue | Org. | USPS Source | Public Source |
|---------|--------------|--------------------|--|------------------|------------|---------------|------|-------------|---------------|
| PS 3238 | 7/1998 | 7/1998 | Stamps and Stamped Paper Destruction Certificate | 7530-01-000-9889 | PS | SH | FI | MDC | FF |
| PS 17-T | 4/1995 | 4/1995 | Accountable Items Returned to Stamp Distribution Network | 7530-03-000-4274 | PO | EA | FI | XMD | N/A |
| PS 7489 | 10/1987 | 10/1987 | Space Assignment Record — USPS Controlled Facilities | 7530-03-000-1054 | CE | EA | FAC | HQO | N/A |

— *Policies and Procedures Information, Public Affairs and Communications, 9-5-02*

*ANNOUNCEMENT/REMINDER***Biweekly E-mail Message Announcing Online Postal Bulletin — Beginning September 5, 2002**

Beginning September 5, 2002, we will send an e-mail message every 2 weeks to all employees who have an e-mail account, announcing that the current issue of the *Postal Bulletin* is available online.

Important note: This does not affect distribution of printed copies to the Field. Field organizations will continue to receive printed copies of the *Postal Bulletin*.

— *Policies and Procedures Information, Public Affairs and Communications, 9-5-02*

PORTFOLIO MANAGERS, APPLICATION DEVELOPERS, AND BUSINESS MANAGERS RESPONSIBLE FOR GOLD TAPE APPLICATIONS

Gold Tape Retirement

The Postal Service computing environment must move to a new, more efficient computing architecture as quickly as possible to realize the benefits of current technology. Therefore, effective immediately:

- The vice president, Information Technology, must ensure that application developers do not write new Gold Tape Novell/Windows 95 applications.
- Application developers and portfolio managers must ensure that new applications (1) are browser-accessible, browser-independent, and server-based and (2) use the Advanced Computing Environment (ACE) active directory for user authentication and authorization.
- Information Technology will retire the Gold Tape infrastructure in fiscal year 2003 and move all current Gold Tape-based applications to other platforms no later than the end of calendar year 2002. No upgrades to the Gold Tape infrastructure will be made after the end of fiscal year 2002. Except for changes approved by the vice president, Information Technology, only emergency security changes will be made.
- To facilitate the transition, business managers responsible for Gold Tape applications must do at least one of the following:
 - Ensure that these applications are rewritten as Web-based applications whenever possible.
 - Use terminal servers to centralize Gold Tape applications until they are rewritten as Web-based applications or retired, either of which must take place by the end of fiscal year 2006 (when the terminal server infrastructure will be deactivated).
 - In the few cases where a terminal server is not a viable interim option, cover the additional cost to have IT support the applications on the desktop.

Background

Postal Service business applications have significantly improved productivity, but we must continue to enhance productivity even further. To this end, the Postal Service has begun moving from a client-server environment to one that is Web-based. By building Web-based applications, the Postal Service will take a major step toward providing information in a universally accessible format. Web-based applications provide information to any properly authenticated and authorized individual, company, or business partner as long as they use an industry-leading browser. Web-based applications can also significantly reduce support costs for individual desktop computers.

At the same time, the Postal Service is implementing a new computing architecture and new technologies that, together, upgrade the aging Postal Service computing infrastructure and reduce the cost of the computing environment. The new computing infrastructure — the ACE — includes the following enhancements:

- A simplified desktop environment that provides greater manageability and reduced local administration.
- Execution of national applications from a centralized, server-centric model, which reduces the time, complexity, and cost associated with desktop execution.
- Web-based application designs that support a centralized execution model.
- A Postal Service-wide directory service with which to manage users and resources.

The current Postal Service infrastructure consists of multiple architectures, systems, directories, and software. These multiple environments and systems are more expensive to maintain and require a detailed and time-consuming test and deployment cycle to protect the integrity of the infrastructure. The benefits of the ACE system cannot be fully realized until we retire the existing complex distributed computer architecture.

We are incorporating the policy in this article into a management instruction (MI) about application development and Gold Tape retirement; look for an announcement in a future issue of the *Postal Bulletin* about availability of the MI on the Postal Service PolicyNet Web site at <http://blue.usps.gov/cpim>; click on *MI*s.

— *Distributed Computing Environment, Information Technology, 9-5-02*

Customer Relations

Mail Alert

The mailings below will be deposited in the near future. Offices should honor the requested home delivery dates. Mailers wishing to participate in these alerts, for mailings of 1 million pieces or more, should contact Business Service Network Integration at 703-292-4041 at least 1 month preceding the requested delivery dates. The Postal Service

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

| Title of Mailing | Class and Type of Mail | Requested Delivery Dates | Number of Pieces (Millions) | Distribution | Presort Level | Comments |
|--------------------------|------------------------|--------------------------|-----------------------------|--------------|---------------|------------------------|
| JCP Real You — All Sizes | Standard/Catalog | 09/20–09/23 | 5 | Nationwide | Car-Rt | Quebecorworld |
| Halloween Postcard | Standard/3rd Class | 09/23–10/10 | 6 | Nationwide | Car-Rt, 3/5 | Webcraft, Chalfont, PA |

— *Business Service Network Integration, Service and Market Development, 9-5-02*

The USPS MicroPayment Service

The Postal Service will be testing a proposed new postcard enhancement during the next fiscal year called the USPS MicroPayment® service. The USPS MicroPayment service is a payment system for goods and services in the \$1–10 range using First-Class Mail® postage stamps as currency. Postage stamps will serve as currency-in-kind for inexpensive purchases such as low-cost product offerings, trial subscriptions, music and software samples, nonprofit contributions, and service payments. The USPS MicroPayment service introduces a new option to companies looking to offer a method for purchasing low-price items where in the past, consumers could pay only by check, cash, or credit card.

Advertisers can distribute their cards in various ways such as through direct mail, in packages, in magazines, in catalogs, and as handouts. The USPS MicroPayment campaigns will generate revenue for advertisers to cover the cost of their advertising and fulfillment programs. Advertisers will also be able to use the fulfillment information to build a database for future direct-marketing programs. The Postal Service will generate revenue through a processing fee (currently 10% of payment postage), increased mail volume, potential fulfillment (package) volume, and future direct-mail volume. There is no permit, accounting, or annual fee associated with the program at this time.

The newly automated system will electronically deliver an image of the USPS MicroPayment card for the advertiser to use in fulfillment. The system also automatically delivers an accounting of the payment postage for each

advertiser. Advertisers will receive the revenue from the program, less the postal processing fee, biweekly. The value of the program will continue to increase, for the Postal Service and the advertisers, as the redemption process is increasingly automated through Image Lift technology. In the future, images will be converted into data and will be transmitted to the advertisers. Also in the future, the redemption of the payment postage, less a processing fee, will be delivered electronically.

Card Design

The advertiser will design the USPS MicroPayment mailpiece using specific parameters that we provide to them. The front of the card contains a facing identification mark (FIM), PLANET Code™, and POSTNET code, as well as a defined return address area. All cards will be centrally processed and contain the same POSTNET code. Correct placement of a FIM A is required for courtesy reply cards (CRC). As the program develops, we might allow business reply cards (BRC), and the type of card (BRC or CRC) will determine the FIM to be used. The PLANET Code will identify the advertiser and electronically sort the cards according to each advertiser's campaigns.

The opposite side will contain a payment postage area with defined stamp-affixing boxes for each stamp. Information or instructions about the USPS MicroPayment campaign may appear under the area where stamps will be placed. The current denomination of First-Class Mail stamps will be requested on the card as payment postage

because they are most prevalent in the market and they maximize the ease-of-use for the program. Consumers may use other stamp denominations, but **we will not allow meter strips at this time.**

We have included a tear-out page illustrating design requirements at the end of this article along with a poster that you can use to inform all field employees about the USPS MicroPayment program and ongoing test.

Card Processing

Consumers will enter USPS MicroPayment cards into the mailstream by dropping the cards, with delivery postage affixed, in collection boxes or at Post Offices. The cards will all be addressed to a centralized processing facility. The payment postage will be affixed to the non-address side of the card; **do not hand or machine cancel or deface the payment postage in any way.** The centralized USPS MicroPayment processing facility will cancel or destroy the live payment postage after final processing and accounting occurs.

At the point of entry, the Advanced Facer Cancellor System (AFCS) will automatically face the cards based on the FIM and then cancel the **delivery** postage. The cards will then be sent to a barcode sorter to be placed in trays for transport to the destination site as usual. The destination site will be the central processing facility where the program is being tested (site to be determined). The incoming mail will be placed on a barcode sorter at this site as usual but then it will be held out for internal processing in a secure section of the facility. Batches of cards will be placed in a feeder and sent through a scanner/Image Lift system for electronic processing. The payment postage will be automatically verified and accounted for. The image and an accounting of the payment postage will automatically be sent to the advertiser. After file transfer, and with advertiser approval, the cards will then be destroyed along with the uncancelled payment postage. As the system develops, the image will be converted into a data file for transmission to the advertiser as mentioned earlier.

Again, Image Lift "read rates" of the payment postage are adversely affected by cancellation. **Therefore, do not hand cancel the payment postage during processing.** Only the normal postmark cancellation of the delivery postage should occur (on the AFCS).

Account Setup

Advertisers will need to work with a Postal Service sales representative to apply to participate in the USPS MicroPayment test. To qualify for the test, advertisers must distribute a minimum of 10,000 cards; however, we are not setting a maximum at this time. Advertisers must fill out a registration form, permit application, and an agreement to participate to set up an account. Each form serves to

increase communication between the advertiser and the Postal Service and to ensure the USPS MicroPayment test runs smoothly. The sales representative must send the forms to:

PROGRAM MANAGER
US POSTAL SERVICE
1735 N LYNN ST RM 4013
ARLINGTON VA 22209-6331

The USPS MicroPayment test also depends on the Postal Service's ability to sort the cards and successfully recognize the scanned information on the cards. Therefore, advertisers must design and process the cards correctly. The PLANET Code must be readable so that the automation system is able to determine the correct advertiser, and the POSTNET barcode must be correct to ensure delivery to the central processing facility. As part of the USPS MicroPayment test, a mailpiece design analyst (MDA) will approve each mailpiece design before an advertiser may print or distribute it. A signed design approval form must be sent by the MDA to the program manager before the advertiser begins printing. After printing, a minimum of ten (10) samples of the card must be sent to the program manager so that the automation system can be programmed to accept the specific design.

We have included samples of USPS MicroPayment artwork at the end of this article. We created these samples to illustrate a potential design for cards; however, please note that the samples are *not* from actual advertisers.

Please use the tear-out poster "Now Testing USPS MicroPayment Service" on page 11 to inform customers and Postal Service employees about the USPS MicroPayment program and the ongoing test.

More Information

Tracker contains sales support information about the USPS MicroPayment service. The separate fact sheet, brochure, and success story are good leave-behinds. The kit with the CD ROM presentation can also be used with customers. We are in the process of updating the sales support material to include the automated redemption process and will make it available as soon as possible. We have included the Tracker item numbers for your convenience.

| Item | Item Number |
|-----------------|-------------|
| Fact Sheet | 01MCPSSP008 |
| Brochure | 01MCPBRO009 |
| Success Story | 01MCPSSP010 |
| Kit with CD-ROM | 01MCPFOL001 |

Customer Connection will also have support information about the USPS MicroPayment service available to download when updated sales support material is ready for release.

If you have questions about the program or the test, call the USPS MicroPayment hotline at 866-617-7706, and a program specialist will respond.

Now Testing USPS MicroPayment Service



Program Description

The Postal Service will be testing a proposed enhancement of First-Class Mail service called the USPS MicroPayment service. The USPS MicroPayment service enables advertisers to collect postage as payment for offers in the \$1–10 range. The Postal Service then redeems the postage, less a processing fee, and provides the advertiser with fulfillment information from the cards.

Card Description

The cards will be courtesy reply cards (although we might allow business reply cards in the future). The front of the mailpiece will contain a FIM, PLANET Code™ and POSTNET code. The opposite side will include a payment postage area for affixing stamps as payment for goods, services, or donations. (See Design Requirements on page 12.)

Card Handling

Please process and deliver the USPS MicroPayment cards as First-Class Mail items without any special handling. **Please do not cancel the payment postage.** Canceling this postage will interfere with the automated processing of the cards for accounting purposes. These are legitimate test mailpieces for the USPS MicroPayment program and should be processed to the delivery address without any delays.

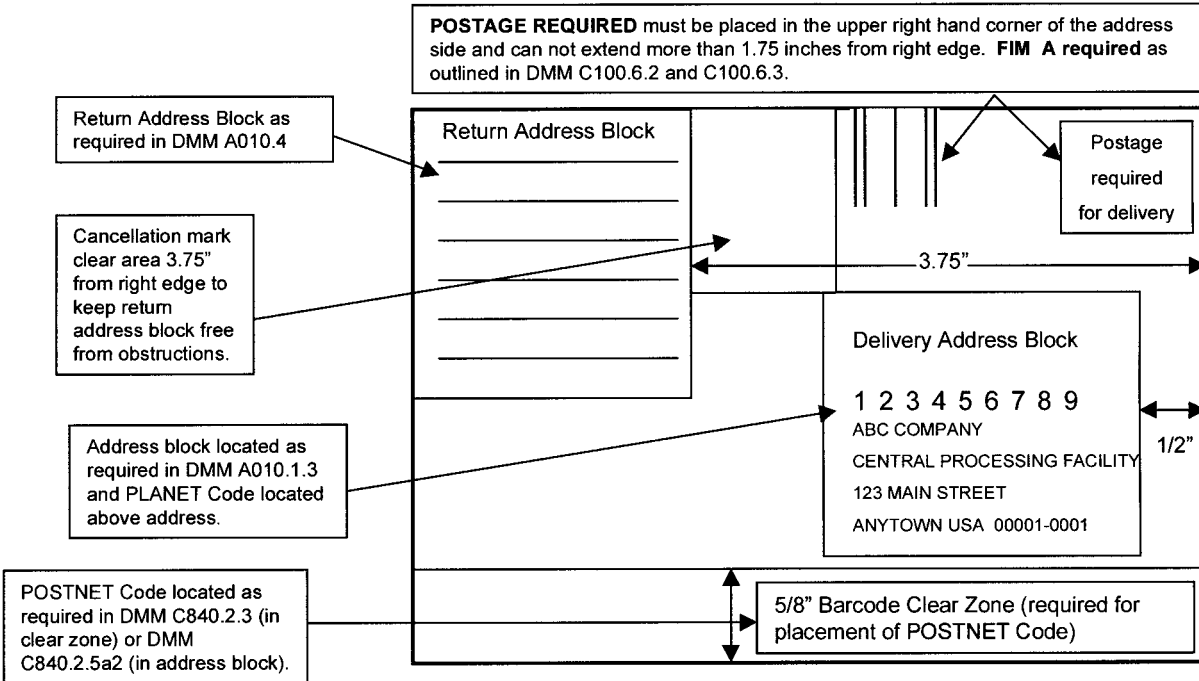
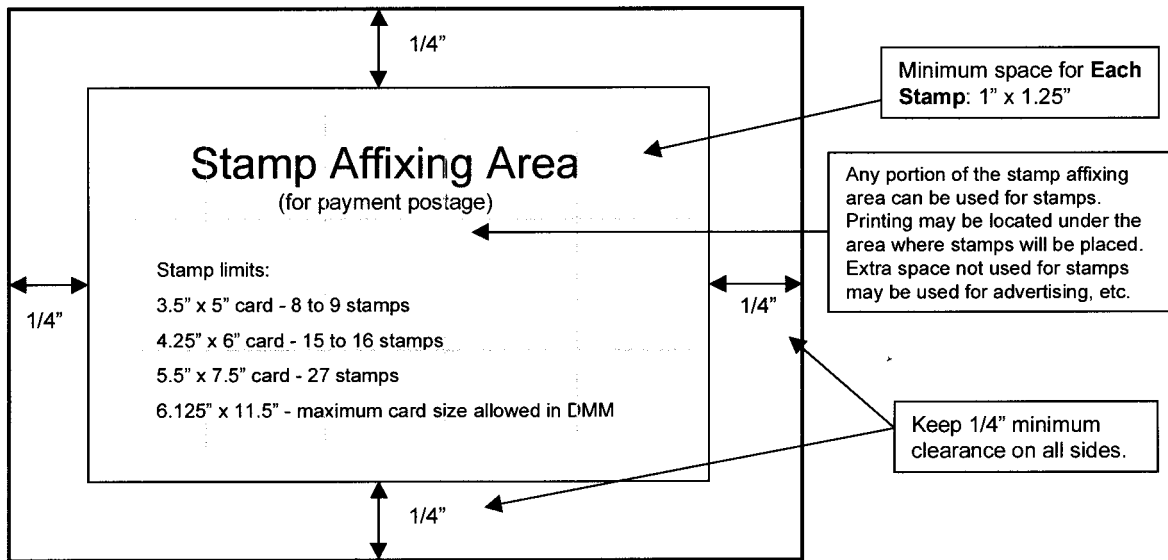
Information

If you have questions about the program or the test, call the USPS MicroPayment hotline at 866-617-7706, and a program specialist will respond.

CUT ALONG DOTTED LINE




USPS MicroPayment[®] DESIGN REQUIREMENTS



Please note that the cards pictured are not to scale.


Sample Design Ideas

(Cards are not to scale.)



"I urge you to show the best of America, by directly helping the children of Afghanistan who are suffering ... Working with the American Red Cross, we will get that money to Afghan children in need."

George Bush, President of the United States of America



The Scouts for America



Use this card to stamp out hunger

Follow these 3 easy steps:

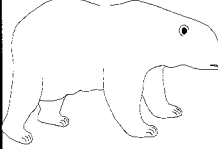
1. Cover the 8 squares with 37 cent stamps.
2. Place a stamp on the reverse side for mailing.
3. Drop the card in the mail.

The value of your stamps will be credited to America's Fund for Afghan Children.

For close to 100 years in times of national crisis or war, The Scouts have been there to support and serve their nation. This commitment remains steadfast as America fights the war on terrorism.

**Do Not Use.
Sample Card Only.**



It's easy. Apply six (6) .37 cent stamps in the space provided to cover mailing and handling.

Fill out your name and address on the reverse side and apply postage.

Drop in the mail.

In less than 10 days you will be holding your Polar Bear in your hands!

"FREE" lifelike doll!

Made out of simulated fur and filled with child safe pellets. Your 6 x 10" bear will be delivered directly to your home.

| | | |
|---|---|---|
| 1 | 2 | 3 |
| 4 | 5 | 6 |

For sample purposes only. Please be aware that this card is only as sample of a USPS MicroPayment® card design and is not an actual or implied offer.

— Product Management — Letters,
Product Development, 9-5-02

Domestic Mail

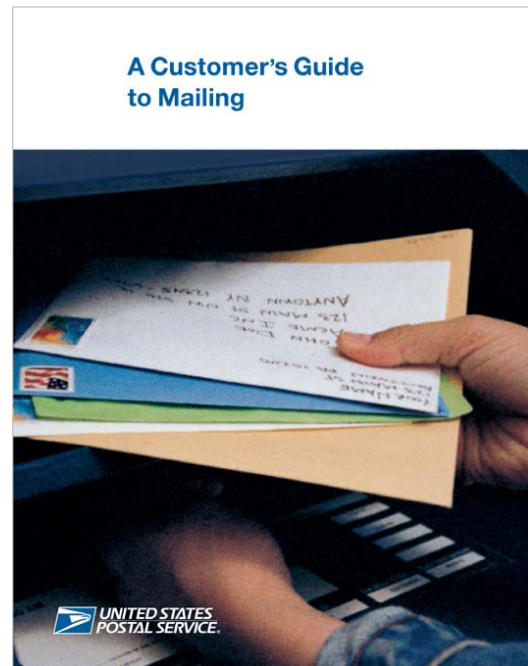
DMM TRANSFORMATION

The New DMM 100, A Customer's Guide to Mailing

It's here! A *Domestic Mail Manual* that is easy to use and understand.

We are launching the first stage of a multi-part project to redesign the *Domestic Mail Manual* (DMM). The new DMM is based on the ways that customers use the mail and focuses on the key decisions customers make in doing business with us.

The new DMM will look a lot different than it does now. We're breaking it into a series of smaller manuals and adding charts, illustrations, tips, and real-life examples to help customers understand our products and services.



The new DMM is divided into different pieces for different kinds of customers:

- *DMM 100* for retail customers (*A Customer's Guide to Mailing*; available now).
- *DMM 200* for beginning and small bulk mailers, small businesses, and nonprofit organizations.
- *DMM 300* for professional mailers.
- *DMM 400* for labeling lists, hazardous materials, and other special information.

Why Redesign the DMM?

The current DMM is the legal document that is the basis of our domestic mailing standards. The complexity of DMM Issue 57 can be frustrating for both employees and customers, and it discourages some potential customers from using the Postal Service.

In writing and publishing mailing standards, we have emphasized compliance with the law, the engineering requirements of our equipment, and the operational flow of mail through our system. While these are important objectives, there has been no comparable attempt to present mailing standards in a way that's easy for customers and employees to follow.

A Focus on Customers and Employees

The information in the DMM is complicated, in that we offer many mailing alternatives to many kinds of customers. The new DMM series clarifies these alternatives for different employee and customer groups (e.g., retail customers, nonprofit organizations, small businesses, Postal Service administrators). The series structures information in new ways by clarifying options, using commonsense language, and applying a variety of navigational devices. We believe that this new approach to the DMM will:

- Increase revenue. When customers understand our products and see that it is easy to do business with the Postal Service, they will use our services, not our competitors'.
- Increase customer confidence and satisfaction in their choice of mailing services.
- Empower customers to make decisions about mailing without needing to consult an expert.
- Make it easier to increase sales by providing consistent, clear information that employees can use to explain Postal Service products and services to retail and business customers.

What Does the New DMM Look Like?

We are launching the first in the series, *DMM 100, A Customer's Guide to Mailing*, this month. We've reproduced pages from *DMM 100* on the following pages to highlight some of the features of the document. Distribution information follows on page 19.

A Customer's Guide to Mailing: Key Features

Customer Focus


The new DMM is based on the needs of our retail customers and answers the questions that customers ask in our retail lobbies.

Tables and Charts


Technical information is provided in a way that is easy to understand.

What Are You Mailing?

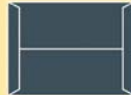
Knowing the **shape** of your mail helps you select the right services.



Postcard
Rectangular cardstock mailpiece not contained in an envelope



Letter
Small rectangular mailpiece no thicker than 1/4 inch



Large Envelope
Flat rectangular mailpiece no thicker than 3/4 inch

resumes

appointment notice

wish you were here

thinking of you


see you soon

thank you notes

holiday cards

care packages

Net.Post® Online Services
You can design cards and postcards for invitations, holiday wishes, and other occasions online at www.usps.com. Type in or upload your address list, and the Postal Service will print and deliver your mail.



Package
A three-dimensional mailpiece contained in a box, thick envelope, or tube, weighing up to 70 pounds

| | Length | Height |
|-----------------------|---|------------------------------|
| Postcard | minimum 5 inches maximum 6 inches | 3-1/2 inches 4-1/4 inches |
| Letter | minimum 5 inches maximum 11-1/2 inches | 3-1/2 inches 6-1/8 inches |
| Large Envelope | minimum 11-1/2 inches | 6-1/8 inches |

Package Weight cannot exceed 70 pounds. Length + girth (distance around the thickest part of package) cannot exceed 130 inches.

see page 17 for help with measuring

Some shapes, such as tubes and square envelopes, could require additional postage. Mail that is too flimsy or too stiff to be processed by machine may also require additional postage.

merchandise

posters

CD-ROMs

BOOKS

magazines

portfolios

blueprints

Tips

Tips give customers extra information and advice about mailing options. They also link to tools such as Net.Post Online Service and the rate calculators.

Shape

Mailpiece shape is a natural way for customers to think about mailing.

A Customer's Guide to Mailing: Key Features

Examples

Real world examples provide a model for making decisions about mailing with special services like Registered Mail or Insurance. The customer in Example 1 needs to send a piece of heirloom jewelry. She considers three options and decides on the best one. In Example 2, the customer is mailing an important document.

Examples of Smart Choices

These examples show how mailing services can be combined to meet your needs.

Example 1: Sending a Valuable Item

Jane's niece is getting married next month, and Jane wants to send a piece of heirloom jewelry to the bride. The jewelry has a lot of sentimental value, so Jane wants to be sure that it will arrive safely. She identifies three possible options:

| | | |
|--|--|-----------------------------|
| Option A Express Mail | Express Mail | \$13.65 |
| Express Mail automatically includes insurance up to \$100 and can get the jewelry to Jane's niece overnight. Jane will also receive a mailing receipt and confirmation that the package has been delivered and has been signed for by her niece. | | |
| Option B First-Class Mail with Registered Mail | First-Class Mail (\$0.83) Registered Mail <small>(For \$325 Appraised Value)</small> | \$0.83 +\$2.85 \$3.68 |
| First-Class Mail offers delivery at a low cost and can be combined with Registered Mail, a service that provides the highest level of mail security during transit. Insurance is included up to \$25,000 in material, but not sentimental value. | | |
| Option C First-Class Mail with Insurance | First-Class Mail (\$0.83) Insurance <small>(For \$325 Appraised Value)</small> | \$0.83 +\$5.20 \$6.05 |
| First-Class Mail offers delivery at a low cost and can be combined with insurance for up to \$5,000. Insured Mail will cover the jewelry's material value should the piece get lost or damaged, but it cannot cover its sentimental value. | | |

Jane's Decision

Jane decides that speed is less of a priority than security. She chooses First-Class Mail, and, because the jewelry has greater sentimental than monetary value, she decides to add Registered Mail service so she can feel confident that her heirloom will be as secure as possible during transit.

10



Example 2: Sending an Important Document

Maria recently sold her car and needs to transfer the title to the new owner. She wants to be absolutely certain that the new owner gets the title to complete the sale. Maria considers these options:

| | | |
|--|--|---------------------------------------|
| Option A Express Mail | Express Mail | \$13.65 |
| Express Mail will arrive at many locations the day after it is mailed. Express Mail also provides Maria with proof that she mailed the title, the ability to track it online or by phone, and notification that it was delivered. She can also request a copy of the recipient's signature. | | |
| Option B Priority Mail with Confirmation Service | Priority Mail Delivery Confirmation | \$3.85 +\$0.45 \$4.30 |
| Priority Mail will get the title to its destination in 1 to 3 days. Maria could add Delivery Confirmation, which lets her obtain delivery information online or by phone. If she uses Signature Confirmation she gets the same delivery information, plus she can request a copy of the recipient's signature. | | |
| Option C First-Class Mail with Certified Mail and Return Receipt | First-Class Mail Certified Mail Return Receipt | \$0.37 \$2.30 +\$1.75 \$4.42 |
| First-Class Mail will get the title to its destination in 1 to 3 days. Certified Mail with Return Receipt will give Maria proof that she mailed the title and will return a card to her with the date the title was delivered and the signature of the person who received it. | | |

Maria's Decision

Maria wants a hard copy signature returned to her to prove that the title was delivered, and she wants to get the lowest price she can. She decides that First-Class Mail with Certified Mail and Return Receipt is the best option.

11

A Customer's Guide to Mailing: Key Features

Illustrations

This photo shows customers step-by-step how to address their mail. Customers can relate to a mailpiece that looks like one they would send.

Good Advice

The new DMM encourages good customer behaviors like legible addressing.

Addressing Your Mail

The accuracy of the address affects the speed and handling of your mail.

Return Address
Print or type your address in the upper left corner on the front of the envelope.

Extra Services
Place labels for extra services, such as Certified Mail, to the left of the postage.

Postage
Use a stamp, postage meter, or PC Postage to affix the correct amount. see page 20 for rates

Recipient Name → JOHN DOE

Name of Organization → ACME INC

Street Address → 123 MAIN ST NW STE 12

City, State, and ZIP Code → ANYTOWN NY 12345

Apartment or Suite Number → (points to 'STE 12')

Envelopes

Letters, bills, greeting cards, and other documents can be sent in standard white, manila, or recycled paper envelopes. Items needing extra protection can be sent in bubble-lined, padded paper, or waterproof envelopes. These envelopes, along with stationery and prepaid First-Class Mail postcards and envelopes, can be purchased at the Post Office.

Express Mail and Priority Mail envelopes of various sizes are available free of charge at your Post Office for items sent using either of these services. While you are not required to use the free envelopes, you must use the address label provided for Express Mail.

Addressing Letters

Placement
Print the delivery and return addresses on the same side of your envelope or card. The addresses should be written parallel to the longest side.

Addressing Letters
Print or type clearly with a pen or permanent marker so the address is legible from an arm's length away. Do not use commas or periods.

Return Address
A return address helps return the mail to you if it is undeliverable.

Express Mail®
For Express Mail, you must use the free address labels provided by the Post Office.

Military Mail
Military addresses must show the grade, full name with middle name or initial, and PSC number, unit number, or ship name. Replace the city name with "APO" or "FPO," and the state with "AA," "AE," or "AP," and use a special ZIP Code.

| Abbreviations | |
|---------------|----------------------|
| AL | Alabama |
| AK | Alaska |
| AS | American Samoa |
| AZ | Arizona |
| AR | Arkansas |
| CA | California |
| CO | Colorado |
| CT | Connecticut |
| DE | Delaware |
| DC | District of Columbia |
| FL | Florida |
| GA | Georgia |
| GU | Guam |
| HI | Hawaii |
| ID | Idaho |
| IL | Illinois |
| IN | Indiana |
| IA | Iowa |
| KS | Kansas |
| KY | Kentucky |
| LA | Louisiana |
| ME | Maine |
| MD | Maryland |
| MA | Massachusetts |
| MI | Michigan |
| MN | Minnesota |
| MS | Mississippi |
| MO | Missouri |
| MT | Montana |
| NE | Nebraska |
| NV | Nevada |
| NH | New Hampshire |
| NJ | New Jersey |
| NM | New Mexico |
| NY | New York |
| NC | North Carolina |
| ND | North Dakota |
| OH | Ohio |
| OK | Oklahoma |
| OR | Oregon |
| PA | Pennsylvania |
| PR | Puerto Rico |
| RI | Rhode Island |
| SC | South Carolina |
| SD | South Dakota |
| TN | Tennessee |
| TX | Texas |
| UT | Utah |
| VT | Vermont |
| VI | Virgin Islands |
| VA | Virginia |
| WA | Washington |
| WV | West Virginia |
| WI | Wisconsin |
| WY | Wyoming |

Useful Tools

We've included information that customers need every time they mail.

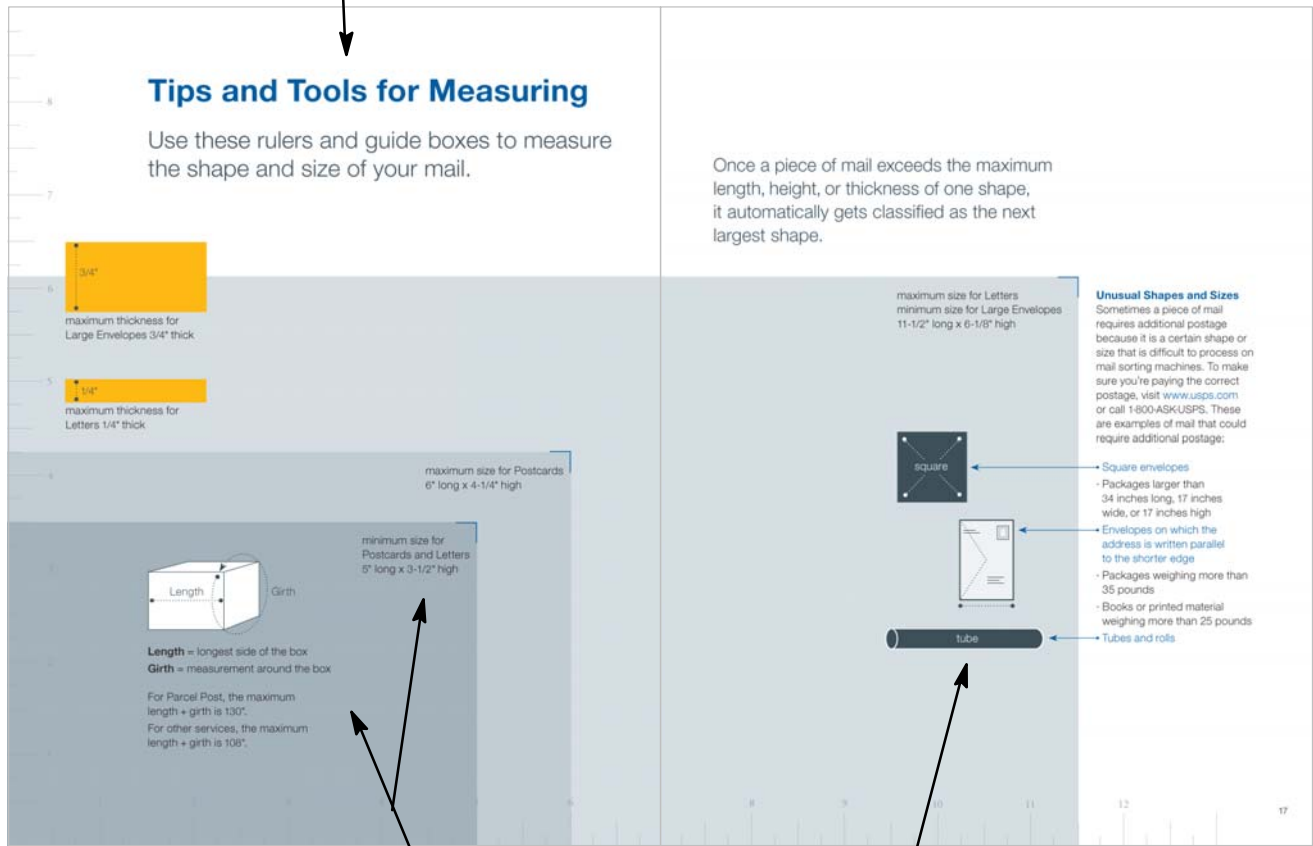
"Why?"

The new DMM doesn't just list rules — it explains to customers why something is the way it is. Customers are more likely to follow our rules when they understand the reasoning behind them.

A Customer's Guide to Mailing: Key Features

Something for Everyone

Tools like these are universal and help all of our customers, regardless of language, with their mail.



Rulers and Guides

Tools for measuring allow customers to make important decisions before they arrive at the Post Office.

Nonmachinable Pieces

Customers pay the correct amount of postage when they understand how our surcharges are applied.

Which DMM Is the Real DMM?

DMM 100, *A Customer's Guide to Mailing*, carries the same weight and authority as the DMM that you know today. DMM 100 can answer most of the questions asked by retail customers. For more complex issues, such as questions about hazardous materials or free matter for the blind, you should continue to use the current DMM Issue 57.

DMM 100 for retail mailing is ready now. DMM 200, 300, and 400 will be published in stages. In the meantime, DMM Issue 57 and the new DMM 100 are your authorities for mailing standards.

Availability

Advance copies of DMM 100 have been mailed to each Post Office for distribution to employees, along with a standup talk. Employees should become familiar with DMM 100 and recognize it as a great way for customers to get information about Postal Service products and services.

In late September, each Post Office will receive a bulk quantity of DMM 100, along with a cardboard holder, for display in retail lobbies. Please encourage customers to take a free copy. Each rural carrier will receive five copies for customers on their route.

DMM 100 will be available soon to view and download from www.usps.com. Beginning in early October we will enclose a copy of the document with every order from the Postal Store on www.usps.com.

Facilities that need additional copies of the document can order them through the Material Distribution Center once they are stocked. We will provide ordering information in a future issue of the *Postal Bulletin*. **Do not order them yet.**

You Are a Customer, Too

We hope that you find the new DMM easier to use. Be sure to fill out the comment card located on the back cover of DMM 100. You are a customer of the DMM, too, and we are counting on your feedback. Your comments will shape the rest of the DMM transformation and help us improve future versions of *A Customer's Guide to Mailing*.

Help us make this guide better for you.

Tell Us Your Thoughts!
We hope that you found "A Customer's Guide to Mailing" helpful. Your comments will help us improve future editions. Please take a moment to fill out this survey and let us know what you think. Please mark your responses with an "x" like this . Thank!

1 What is your overall impression of the document?
 Very useful Somewhat useful Not useful

2 In your opinion, does this document contain:
 Too much information Just the right amount of information Not enough information

3 What is your opinion of these parts of the document?

| | Very helpful | Somewhat helpful | Not helpful |
|--------------------------------|--------------------------|--------------------------|--------------------------|
| What Are You Mailing? | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Choosing a Service for Mailing | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Adding Extra Services | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Examples of Smart Choices | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Addressing Your Mail | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Preparing Packages | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Tips and Tools | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Postage Rates | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

4 In the future, how likely are you to use the following sources to answer your questions about the Postal Service?

| | Very likely | Likely | Not likely |
|-------------------------------|--------------------------|--------------------------|--------------------------|
| A Customer's Guide to Mailing | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| www.usps.com | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1-800-ASK-USPS | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| Visit a post office | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Yes! I would like to receive future editions of "A Customer's Guide to Mailing" and other information about Postal Service products and services. I have included my name, address, and telephone number below.

Name:

Street Address:

City: State: ZIP Code:

Daytime phone number: - -

Please Acknowledgment: The information collected will be used to conduct the mail survey program. Collection is authorized by 39 USC 405, 405a and 406. Providing this information is voluntary and if not provided, you may not be able to participate in the survey or receive the guide. We do not disclose this information and provide access to the information only to authorized personnel. If a report regarding this survey is made, we will not disclose this information. If you are an independent contractor, you may be held liable for the information provided. For more information on USPS privacy policies, go to www.usps.com/privacy.

Sample comment card

— Mail Preparation and Standards, Pricing and Classification, 9-5-02

DMM REVISION

Labeling List Changes

Effective September 5, 2002, *Domestic Mail Manual* (DMM) L001, L004 and L606 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 November 17, 2002.

We will incorporate these revisions into the printed version of DMM Issue 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 |
|-----------------------------------|--------------------------------|
| Change From: | |
| 31701, 05 | ALBANY GA 31701 |
| 31709, 68, 92, 94 | AMERICUS GA 31709 |
| Change To: | |
| 31701, 05, 07 | ALBANY GA 31701 |
| 31709, 19 | AMERICUS GA 31709 |
| Add: | |
| 31757, 92 | THOMASVILLE GA 31757 |
| 31768, 88 | MOULTRIE GA 31768 |
| 31793, 94 | TIFTON GA 31794 |
| 39817, 19 | BAINBRIDGE GA 39817 |
| 39827, 28 | CAIRO GA 39827 |

* * * * *

L004 3-Digit ZIP Code Prefix Groups — ADC Sortation

* * * * *

| Column A 3-Digit ZIP Code Prefix Group | Column B Label to |
|---|--|
| Change From: | |
| 030-034, 038, 039 | ADC MANCHESTER NH 030 |
| Change To: | |
| 030-034, 038, 039 | (FCM and PER only) ADC MANCHESTER NH 030 |
| Add: | |
| 030-034, 038, 039 | (STD and BPM only) ADC PORTSMOUTH NH 038 |

* * * * *

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 |
|-----------------------------------|--------------------------------|
| Change From: | |
| 31701, 04-07 | ALBANY GA 31701 |
| 31709, 10 | AMERICUS GA 31709 |
| 31757, 58 | THOMASVILLE GA 31757 |
| 31768, 76 | MOULTRIE GA 31768 |
| Change To: | |
| 31701, 05, 07 | ALBANY GA 31701 |
| 31709, 19 | AMERICUS GA 31709 |
| 31757, 58, 92, 99 | THOMASVILLE GA 31757 |
| 31768, 76, 88 | MOULTRIE GA 31768 |

| Column A Destination ZIP Codes | Column B Label Container To |
|-----------------------------------|--------------------------------|
| Add: | |
| 31702-04, 06, 08 | ALBANY GA 31702 |
| 39817, 18, 19 | BAINBRIDGE GA 39817 |
| 39827, 28 | CAIRO GA 39827 |
| Delete: | |
| 31717, 18 | BAINBRIDGE GA 31717 |
| 31792, 99 | THOMASVILLE GA 31792 |

* * * * *

— Logistics, Network Operations Management, 9-5-02

DMM REVISION

New Specifications for Automated Flats

Effective September 5, 2002, *Domestic Mail Manual* (DMM) C820.4.1 is revised to clarify the wrapping instructions for AFSM 100 polywrapped automation flats.

Processing mail on the AFSM 100 provides savings opportunities. One of the Postal Service’s objectives is to reduce processing costs by moving flat mail processing from the labor-intensive manual/mechanized environment to the more efficient automated mode. The additional machine capacity provided by AFSM 100 deployment enables a reduction in the overall amount of mail processed in manual/mechanized operations.

We designed the AFSM 100 preliminary test with specific analytical objectives to establish the physical criteria and other preparation requirements for automation flat eligibility. The test data for polywrapped pieces led us to conclude that the seam placement must be parallel to the length of the mailpiece. The placement of the seam on the addressed side versus the nonaddressed side did not result in significant performance differences. We will revise the wrap instructions contained in DMM Exhibit C820.4.1b (1) for the seam placement on polywrapped AFSM 100 mailpieces. There are no instructions on seam placement for the FSM 1000, other than to ensure the seam placement does not interfere with the address and barcode readability.

We will incorporate these revisions into the printed version of DMM Issue 58 and into the monthly update of the online DMM available via Postal Explorer at <http://pe.usps.gov>. We will also revise *Quick Service Guide* (QSG) 820 to include these changes.

Domestic Mail Manual (DMM)

* * * * *

C Characteristics and Content

* * * * *

C800 Automation-Compatible and Machinable Mail

* * * * *

C820 Flats

* * * * *

4.0 POLYWRAP COVERINGS

* * * * *

Exhibit 4.1b Wrap Instructions

[Revise item 1 to read as follows:]

1. a. For an AFSM 100 mailpiece, the wrap direction is the direction around the longer axis of the mailpiece. The seam must be parallel to the longest dimension.
- b. For both an AFSM 100 and an FSM 1000 mailpiece, the preferred seam placement is on the non-addressed side of the mailpiece. If the seam is placed on the addressed side of the mailpiece, the seam must not cover any part of the address and barcode areas. The polywrap over the address area must be a smooth surface to avoid interference with address and barcode readability.

* * * * *

— Mail Preparation and Standards, Pricing and Classification, 9-5-02



**The Postal Service brand is
a customer's perception.**



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 (the Restrictions page appears on the 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.

Changes

| APO/FPO | Action | Effective Date | See Restrictions |
|-----------|--------|----------------|------------------|
| APO 96402 | Close | Immediately | B-B1-F-V |

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 | 09317 | A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1 |
| 09012 | B-B1-C-D-U | 09100 | B-B1-C-D-U | 09212 | B-B1-C-D-U-V | 09318 | 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 | 09321 | A-B-B1-C1-E3-F-H1-M-N-R-R1-V-Z1 |
| 09014 | B-B1-C-D-U | 09103 | B-B1-D-U | 09214 | B-B1-C-D-U | 09340 | A-B-B1-C1-F-R-V |
| 09021 | B-B1-C-D-U | 09104 | B-B1-C-D-U | 09225 | B-B1-C-D-U | 09345 | A-B-B1-C1-E2-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 | 09349 | A-B-B1-C-C1-D-E2-F-F1-H-I-M-N-R-R1-V-Z-Z1 |
| 09031 | B-B1-C-D-U | 09110 | B-B1-C-D-U | 09227 | B-B1-C-D-U | 09350 | A-B-B1-C1-E2-F-H1-M-R-R1-V-Z1 |
| 09033 | B-B1-C-D-U | 09111 | B-B1-C-D-U | 09229 | B-B1-C-D-U | 09351 | 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 | 09352 | A-B-B1-C1-E2-F-H1-M-R-R1-V-Z1 |
| 09036 | B-B1-C-D-U | 09114 | B-B1-C-D-U | 09244 | B-B1-C-D-U | 09353 | A-B-B1-C1-E2-F-H1-M-R-R1-V-Z1 |
| 09042 | B-B1-C-D-U | 09123 | B-B1-C-D-U | 09245 | B-B1-C-D-U | 09354 | 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 | 09355 | A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1 |
| 09046 | B-B1-C-D-U | 09128 | B-B1-C-D-U | 09252 | B-B1-C-D-U | 09356 | 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 | 09360 | B-B1-V |
| 09053 | B-B1-C-D-U | 09136 | B-B1-C-D | 09263 | B-B1-C-D-U | 09361 | A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1 |
| 09054 | B-B1-C-D-U | 09137 | B-B1-C-D-U | 09264 | B-B1-C-D-U | 09362 | A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1 |
| 09056 | B-B1-C-D-U | 09138 | B-B1-C-D-U | 09265 | B-B1-C-D-N-U | 09363 | A-B-B1-C1-E2-F-H1-M-R-R1-V-Z1 |
| 09058 | B-B1-C-D-U | 09139 | B-B1-C-D | 09266 | B-B1-C-D-U | | |
| 09059 | B-B1-C-D-U | 09140 | B-B1-C-D-U | 09267 | B-B1-C-D-U | | |
| 09060 | B-B1-C-D-U | 09142 | B-B1-C-D-U | 09302 | B-B1-E2-F-H1-R-R1-U2-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 | | |
| 09067 | B-B1-C-D-U | 09154 | B-B1-C-D-U | 09304 | B-B1-E2-F-H1-R-R1-U2-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 | | |
| 09074 | B-B1-C-D-U | 09166 | B-B1-C-D-U | 09309 | A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1 | | |
| 09076 | B-B1-C-D-U | 09169 | B-B1-C-D-U | 09310 | 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 | 09311 | A-B-B1-C1-E2-F-H1-M-R-R1-V-Z1 | | |
| 09081 | B-B1-C-D-U | 09173 | B-B1-C-D-U | 09314 | B-B1-C-F-V | | |
| 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 | | | | |

| APO/ FPO | See Restrictions | APO/ FPO | See Restrictions | APO/ FPO | See Restrictions | APO/ FPO | See Restrictions |
|-------------|---------------------------------|-------------|-----------------------|-------------|------------------------------|-------------|------------------------------|
| 09364 | A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1 | 09578 | B-V | 09714 | B-B1-C-C1-F1-M-R-R1-U | 09852 | B-B1-E2-E3-F-H1-R-R1-U1-V-Z1 |
| 09365 | A-B1-F-N-R1-V-Z1 | 09579 | B-V | 09715 | B-B1-F1 | 09853 | B-B1-E2-F-H1-R-R1-U2-V-Z1 |
| 09395 | A-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1 | 09581 | B-V | 09716 | B-B1-C-D-N-U-V | 09855 | B-B1-E2-F-H1-R-R1-U2-V-Z1 |
| 09396 | A-B-B1-F-V | 09582 | B-V | 09717 | B-B1-M-W | 09858 | B-B1-E2-E3-F-H1-R-R1-U1-V-Z1 |
| 09409 | B-B1-C-C1-U-V | 09586 | B-V | 09718 | B-B1-F-I-N-U-V | 09865 | A-B-B1-V-Z1 |
| 09420 | B-B1-C-C1-U-V | 09587 | B-V | 09720 | B-B1-U-V | 09868 | A-B-B1-U-V-Z1 |
| 09421 | B-B1-C-C1-U | 09588 | B-V | 09721 | B-B1-N-U-Z1 | 09871 | B-B1-E2-E3-F-H1-R-R1-U1-V-Z1 |
| 09447 | B-B1-C-C1-U-V | 09589 | B-B1-V | 09722 | B-B1-C-D-N-U-V | 09880 | B-B1-E2-F-H1-R-R1-U2-V-Z1 |
| 09454 | B-B1-C-C1-U | 09590 | B-V | 09723 | B-B1-N-U-V-Z1 | 09882 | B-B1-E2-E3-F-H1-R-R1-U1-V-Z1 |
| 09456 | B-B1-C-C1-U | 09591 | B-V | 09724 | B-B1-C-C1-F1-M-R-R1-U | 09888 | B-B1-E2-F-H1-R-R1-U2-V-Z1 |
| 09459 | B-B1-C-C1-U | 09593 | B-V | 09725 | B-B1-C | 09889 | B-B1-E2-F-H1-R-R1-U2-V-Z1 |
| 09461 | B-B1-C-C1-U | 09594 | B-V | 09726 | B-B1-N-U | 09890 | B-B1-E2-F-H1-R-R1-U2-V-Z1 |
| 09463 | B-B1-C-C1-U | 09595 | B-V | 09728 | B-B1-C | 09892 | A-B-B1-F-N-R-R1-V-Z1 |
| 09464 | B-B1-C-C1-U | 09596 | B-V | 09732 | B-B1-N-V-Z1 | 09898 | B-B1-E2-F-H1-I-R-R1-U2-V-Z1 |
| 09468 | B-B1-C-C1-U | 09599 | B-V | 09733 | B-B1-I-V | 34002 | B-B1-N-U-Z1 |
| 09469 | B-B1-C-C1-U | 09601 | B-B1-C-F-F1-U | 09735 | B-B1-N-V-Z1 | 34020 | B-B1-M-N-V-Z1 |
| 09470 | B-B1-C-C1-U | 09602 | B-B1-C-F-F1-U-V | 09777 | A-B-B1-C-E1-N | 34021 | B-M-N-V-Z1 |
| 09494 | B-B1-C-C1-U | 09603 | B-B1-C-F-F1-U | 09779 | A-B-B1-F-R-V | 34022 | B-B1-D-F-M-N-V-Z1 |
| 09496 | B-B1-C-C1-U-V | 09604 | B-B1-C-F-F1-U | 09780 | A-B-B1-F-R-V | 34023 | B-B1-M-N-V-Z1 |
| 09498 | B-B1-C-C1-U | 09609 | B-B1-C-F-U | 09788 | A-B-B1-F-R-V | 34024 | B-B1-M-N-V-Z1 |
| 09499 | B-B1-C-C1-U | 09610 | B-B1-C-F-U | 09789 | A-B-B1-F-R-V | 34025 | B-B1-F-N-U-V-Z1 |
| 09501 | B-V | 09612 | B-B1-C-F-U | 09790 | A-B-B1-C1-F-R-V | 34030 | B-B1-M-N-V-Z1 |
| 09502 | B-V | 09613 | B-B1-C-F-U-V | 09791 | A-B-B1-C1-E1-F-M-N-R-V | 34031 | B-B1-M-N-V-Z1 |
| 09503 | B-V | 09617 | B-B1-C-F-U | 09793 | A-B-B1-F-R-V | 34032 | B-M-N-V-Z1 |
| 09504 | B-V | 09618 | B-B1-C-F-U | 09797 | B-B1-C-D-P-V | 34033 | B-C-F-M-N-V-Z1 |
| 09505 | B-V | 09619 | B-B1-C-F-U | 09803 | B-B1-E2-E3-F-H1-R-R1-U1-V-Z1 | 34034 | B-B1-M-N-V-Z1 |
| 09506 | B-V | 09620 | B-B1-C-F-U | 09811 | B-B1-E2-E3-F-H1-R-R1-U1-V-Z1 | 34035 | B-B1-H-M-N-V-Z1 |
| 09507 | B-V | 09621 | B-B1-C-F-U | 09812 | B-B1-E2-E3-F-F1-I-N-R-U-V-Z1 | 34036 | B-M-N-V-Z1 |
| 09508 | B-V | 09622 | B-B1-C-F-U | 09814 | B-B1-E2-E3-F-F1-I-N-R-U-V-Z1 | 34037 | B-B1-C-F-H-I-M-N-V-Z1 |
| 09509 | B-V | 09623 | B-B1-C-F-U | 09819 | A-B-F-P-V-Z1 | 34038 | B-B1-M-N-V-Z1 |
| 09510 | B-V | 09624 | B-B1-C-F-U | 09821 | A-B-F-V-Z1 | 34039 | B-N-V-Z1 |
| 09511 | B-N-V-Z | 09625 | B-B1-C-F-U | 09822 | A-B-F-V-Z1 | 34040 | B-V-Z1 |
| 09517 | B-V | 09626 | B-B1-C-F-U | 09823 | A-B-F-V-Z1 | 34041 | B-B1-M-N-U-V-Z1 |
| 09521 | B-V | 09627 | B-B1-C-F-U | 09824 | A-B-F-V-Z1 | 34042 | B-B1-D-F-M-N-V-Z1 |
| 09524 | B-V | 09628 | B-B1-C-F-F1-U-V | 09826 | B-B1-E2-E3-F-H1-R-R1-U1-V-Z1 | 34043 | B-B1-D-F-M-N-V-Z1 |
| 09532 | B-V | 09630 | B-B1-C-F-U-V | 09827 | A-B-F-Z1 | 34050 | B-V |
| 09534 | B-V | 09631 | B-B1-C-F-U | 09828 | B-N-V-Z1 | 34051 | B-V-Z1 |
| 09543 | B-V | 09633 | B-B1-C-F-U | 09830 | B-B1-C-N-Z1 | 34053 | B-V-Z1 |
| 09545 | B-V | 09636 | B-B1-C-F-U | 09831 | B-B1-F-N-U-V-Z1 | 34055 | B-N-V-Z1 |
| 09549 | B-V | 09638 | B-B1-C-E2-F-U-V | 09832 | B-B1-U1-V-Z1 | 34058 | B-B1-V-Z1 |
| 09550 | B-V | 09642 | B-B1-N-U | 09833 | B-B1-U1-V-Z1 | 34071 | B-I-M-N-V-Z |
| 09554 | B-B1-V | 09643 | B-B1-U | 09834 | B-B1-V-Z1 | 34076 | B-B1-F1-N-V-Z1 |
| 09556 | B-V | 09644 | B-B1-U | 09835 | A-B-B1-V-Z1 | 34078 | B-B1-F1-N-V-Z1 |
| 09557 | B-V | 09645 | B,U | 09836 | A-B-B1-C-F-M-V-Z1 | 34079 | B-B1-F1-N-V-Z1 |
| 09564 | B-V | 09647 | B-B1-N-U | 09837 | B-B1-V-Z1 | 34090 | B-V |
| 09565 | B-V | 09648 | B-B1-N-U-V-Z1 | 09838 | B-B1-V-Z1 | 34091 | B-V |
| 09566 | B-V | 09649 | B-B1-U | 09839 | A-B-B1-U-V-Z1 | | |
| 09566 | B-V | 09703 | B-B1-C-F1 | 09841 | A-B-B1-U-Z1 | | |
| 09567 | B-V | 09704 | B-B1-C-D-V | 09842 | A-B-B1-Z1 | | |
| 09568 | B-V | 09705 | B-B1-U | 09844 | A-B-B1-U-V-Z1 | | |
| 09568 | B-V | 09706 | B-B1-C-U-V | | | | |
| 09569 | B-V | 09707 | B-B1-C-N-U-V | | | | |
| 09570 | B-V | 09708 | B-B1 | | | | |
| 09573 | B-V | 09709 | B-B1-F1 | | | | |
| 09574 | B-V | 09710 | B-B1-C-C1-F1-M-R-R1-U | | | | |
| 09575 | B-V | | | | | | |
| 09576 | B-V | 09711 | B-B1-F1-Z1 | | | | |
| 09577 | B-V | 09713 | B-B1-C-F1 | | | | |

| APO/ FPO | See Restrictions | APO/ FPO | See Restrictions | APO/ FPO | See Restrictions | APO/ FPO | See Restrictions |
|-------------|---------------------|-------------|---------------------|-------------|----------------------------------|-------------|---------------------|
| 34092 | B-V | 96313 | B-B1-F-F1-F2-M-W | 96518 | B-B1-V | 96615 | B-V |
| 34093 | B-V | 96319 | B-B1-M-W | 96520 | B-F-U3-V | 96617 | B-V |
| 34095 | B-V | 96321 | B-B1-F-F1-F2-M-W | 96521 | B-F-N | 96619 | B-V |
| 34098 | B-V | 96322 | B-B1-F-F1-F2-M-W | 96522 | B-F-N-U | 96620 | B-V |
| 34099 | B-V | 96323 | B-B1-M-V-W | 96530 | A-B-B1-H-M-N-U-V | 96621 | B-V |
| 96201 | A-B | 96326 | B-B1-M-W | 96531 | B-B1-H-M-U-V | 96622 | B-V |
| 96202 | A-B1-U-V | 96328 | B-B1-M-W | 96534 | A-B-F | 96623 | B-V |
| 96203 | A-B | 96330 | B-B1-M-W | 96535 | A-B-B1-F-V | 96624 | B-V |
| 96204 | A-B-B1 | 96336 | B-B1-M-V-W | 96536 | B-B1-V | 96628 | B-V |
| 96205 | A-B-B1-U | 96337 | B-B1-M-W | 96537 | B-B1-V | 96629 | B-V |
| 96206 | A-B-B1-U | 96338 | B-B1-M-W | 96538 | B-B1-V | 96634 | B-V |
| 96207 | A-B-B1-V | 96339 | B-B1-M-V-W | 96540 | B-B1-V | 96635 | B-V |
| 96208 | A-B-B1-U | 96343 | B-B1-M-W | 96541 | B-B1-V | 96643 | B-V |
| 96212 | A-B-B1-U | 96347 | B-B1-F-F1-F2-M-W | 96542 | B-B1-V | 96657 | B-V |
| 96213 | A-B-B1-U-V | 96348 | B-B1-F-F1-F2-M-W | 96543 | B-B1-P-V | 96660 | B-V |
| 96214 | A-B-B1-U | 96349 | B-B1-F-F1-F2-M-W | 96546 | B-F-U3 | 96661 | B-V |
| 96215 | A-B-B1-U-V | 96350 | B-B1-F-F1-F2-M-W | 96548 | A-B-B1-H-M-U | 96662 | B-V |
| 96217 | A-B-B1-U-V | 96351 | B-B1-F-F1-F2-M-W | 96549 | A-B-B1-H-M-U | 96663 | B-V |
| 96218 | A-B-B1-U | 96362 | B-B1-F-F1-F2-M-W | 96550 | Not Active | 96663 | B-V |
| 96219 | A-B-B1-U-V | 96365 | B-B1-M-V-W | 96551 | A-B-B1-H-M-U | 96664 | B-V |
| 96220 | A-B-B1-U-V | 96367 | B-B1-L-M-W | 96553 | A-B-B1-H-M-N-U-V | 96665 | B-V |
| 96221 | A-B-B1-U-V | 96368 | B-B1-M-W | 96554 | A-B-B1-H-M-U | 96666 | B-V |
| 96224 | A-B-B1-U | 96370 | B-B1-F-F1-F2-M-W | 96555 | B-B1-F-M-V | 96667 | B-V |
| 96251 | A-B-B1-U | 96372 | B-B1-M-W | 96557 | B-B1-F-M-V | 96668 | B-V |
| 96257 | A-B-B1-U | 96373 | B-B1-M-W | 96558 | B-V | 96669 | B-V |
| 96258 | A-B-B1-U | 96374 | B-B1-M-W | 96595 | B-B1-V | 96670 | B-V |
| 96259 | A-B-B1-U | 96375 | B-B1-M-W | 96598 | B-B1-V | 96671 | B-V |
| 96260 | A-B-B1-U | 96376 | B-B1-M-W | 96599 | B-B1-V | 96672 | B-V |
| 96264 | A-B-B1-U | 96377 | B-B1-M-W | 96601 | B-V | 96673 | B-V |
| 96266 | A-B-B1-U | 96378 | B-B1-M-W | 96602 | B-V | 96674 | B-V |
| 96267 | A-B-B1-U-V | 96379 | B-B1-M-W | 96603 | B-V | 96675 | B-V |
| 96269 | A-B-B1-U | 96384 | B-B1-M-W | 96604 | B-V | 96676 | B-V |
| 96271 | A-B-B1-U | 96386 | B-B1-M-W | 96605 | B-O-V | 96677 | B-V |
| 96275 | A-B-B1-V | 96387 | B-B1-M-W | 96606 | B-V | 96678 | B-V |
| 96276 | A-B-B1 | 96388 | B-B1-M-W | 96607 | B-V | 96679 | B-V |
| 96278 | A-B-B1-U | 96401 | B-B1-F-V | 96608 | B-V | 96681 | B-V |
| 96283 | A-B-B1-U | 96403 | A-B-B1-M-N-U-V | 96609 | B-V | 96682 | B-V |
| 96284 | A-B-B1-U-V | 96405 | B-B1-F-V-Z1 | 96610 | B-V | 96683 | B-V |
| 96297 | A-B-B1-U | 96490 | B-B1-V | 96611 | B-V | 96684 | B-V |
| 96306 | B-B1-F-F1-F2-M-W | 96507 | A-B-F-V | 96612 | B-V | 96686 | B-V |
| 96309 | B-B1-M-V-W | 96511 | B-B1-I-N-V | 96613 | B-B1-C1-E2-F-H1-I- R1-U2-V-Z1 | 96687 | B-V |
| 96310 | B-B1-M-W | 96515 | B-B1-F | 96614 | B-B1-C1-E2-F-H1-I- R1-U2-V-Z1 | 96698 | B-V |
| 96311 | B-B1-M-V-W | 96517 | B-B1-F-U3-V | | | | |

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 | = <i>Domestic Mail Manual</i> |
| MOM | = Military Ordinary Mail |
| MPO | = Military Post Office |
| PAL | = Parcel Airlift |
| PSC | = Postal Service Center |
| SAM | = Space Available Mail |
| USDA | = United States Department of Agriculture |

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

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

B. 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 available under DMM C021, are prohibited.

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

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

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

U1. Mail is limited to First-Class Mail weighing 13 ounces or less when addressed to Box R. This restriction does not apply to mail endorsed "Free Matter for the Blind or Handicapped." Videotapes are prohibited when addressed to Box R, regardless of weight.

U2. Mail is limited to First-Class 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.



This office will be

CLOSED

Monday,

October 14, 2002,

to observe

Columbus Day.





This office will be

CLOSED

Monday,

October 14, 2002,

to observe

Columbus Day.



This office will be

CLOSED

Monday,

October 14, 2002,

to observe

Columbus Day.

CUT ALONG DOTTED LINE





This office will be

CLOSED

Monday,

October 14, 2002,

to observe

Columbus Day.

Finance

Handbook F-1 Revision

AIC Change — Sure Money (Dinero Seguro) Refunds

Effective AP-1, FY2003, Post Offices will use two new AICs to record Sure Money (Dinero Seguro®) refunds. Offices authorized for Sure Money transactions will use AIC 645, Sure Money Refund of Principal, and AIC 646, Sure Money Refund of Fees. Refunds for Sure Money principal and fees will be processed locally and all supporting documentation will be filed at the local unit.

We will incorporate this revision into the next printed version of Handbook F-1 and into the next update of the online version accessible on the Postal Service PolicyNet Web site at <http://blue.usps.gov/cpim>; click on HBKs.

Handbook F-1, Post Office Accounting Procedures

* * * * *

Appendix A Account Identifier Code and General Ledger Account Crosswalk

* * * * *

[Add two new AICs to read as follows:]

| AIC | GLA | PSFR | Title | Description |
|-----|-------|------|--------------------------------|---|
| 645 | 23468 | N/A | Sure Money Refund of Principal | Record principal amount of sure money refund. |
| 646 | 44032 | 04 | Sure Money Refund of Fees | Record the fee amount of sure money refund. |

* * * * *

— Revenue and Field Accounting, Finance, 9-5-02

HANDBOOK F-1 REVISION

Statement of Account Differences — Eliminated

Effective AP-1, FY2003, Post Offices will no longer use statement of difference accounts for statement of account (SOA) cash and inventory shortages and overages. Therefore, AIC 217, Cash Short; AIC 631, Cash Over; AIC 219, Postage Inventory Short; and AIC 635, Postage Inventory Over, will be deactivated and placed on the reserve AIC list.

Two new accounts, AIC 247, Financial Differences — Over, and AIC 647, Financial Differences — Short, will be used by the Accounting Service Center (ASC) for adjustments related to banking, postage inventory, and SOA discrepancies found during SOA reconciliation process. The new accounts will debit or credit the unit's expense account by the corresponding Post Office finance number and Unit ID. An exception report will be forwarded to the District Finance manager and the Internal Control Group (ICG) to be forwarded to Post Office management.

New process for overages and shortages:

- Post Offices will use AIC 247, Financial Differences — Over, to record overages.

- Post Offices will use AIC 647, Financial Differences — Short, to record shortages.
- For discrepancies found in banking, postage inventory, and miscellaneous items during SOA reconciliation process, the ASC will debit or credit the unit's expense account by the corresponding Post Office finance number and Unit ID.
- The district finance office will generate exception and trend reports for analysis and will forward to the Post Office management.
- Post Office will research discrepancies discovered during the SOA reconciliation process.
- If adjustments are required at the Post Office level, the Post Office must have supporting documentation on file and perform the required adjustment using AIC 247 or AIC 647.

The district finance office will monitor activities in AICs 247 and 647, and district finance staff will perform trend analysis.

We will incorporate these revisions into the next printed version of Handbook F-1 and 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 *HBKs*.

Handbook F-1, Post Office Accounting Procedures

* * * * *

[Revise title of Chapter 5 as follows:]

5 Trust, Suspense, and Financial Differences

* * * * *

[Replace title and first paragraph of 53 as follows:]

53 Statement of Account Reconciliation

The Eagan ASC audits and reconciles Post Office statements of account using information from internal and external sources about stamp stock shipments, banking transactions, debit or credit cards, money orders, and centralized trust account activities. The ASC debits or credits a Post Office's expense account if it finds discrepancies during the reconciliation process.

531 Responsibilities

[Replace all of the existing text in 531 with the following:]

Eagan ASC

The Eagan ASC is responsible for auditing and reconciling Post Office statements of account. The ASC debits or credits any banking and/or inventory shortage and overages found during the reconciliation process to the Post Office's expense account.

Statement of Account Office — Postmaster

Post Offices researches discrepancies discovered during the SOA reconciliation process. If adjustments are required at the Post Office level, the Post Office must keep supporting documentation on file and perform the required adjustment using AIC 247, Financial Differences — Over, or AIC 647, Financial Differences — Short.

District Finance Office

District finance office monitors activities in AIC 247 and AIC 647 through exception and trend analysis reports. District

finance offices also resolves discrepancies for any SFAP offices.

Internal Control Group

ICG staff at the district finance office forwards exception reports to Post Office management for research and correction.

[Revise title of 532 as follows:]

532 Making Adjustments

[Replace all of the existing text in 532 with the following:]

For discrepancies found in banking, postage inventory, and miscellaneous items during statement of account reconciliation process, the ASC will debit or credit the Post Office's expense account by the corresponding Post Office finance number and Unit ID. The district finance office will generate exception and trend reports and forward them to the Post Office for analysis and research. If adjustments are needed for an item previously expensed, the Post Office must have supporting documentation on file and perform the required adjustment using AIC 247 or AIC 647.

[Delete 533, Disputing Audit Differences.]

* * * * *

Appendix A Account Identifier Code and General Ledger Account Crosswalk

* * * * *

[Revise the title and description of AICs 217, 219, 631, and 635 as follows:]

| AIC | GLA | PSFR | Title | Description |
|-----|-------|------|----------|-------------|
| 217 | 13415 | N/A | Reserved | Reserved |
| 219 | 13415 | N/A | Reserved | Reserved |
| 631 | 23411 | N/A | Reserved | Reserved |
| 219 | 23411 | N/A | Reserved | Reserved |

[Add new AICs 247 and 647 as follows:]

| AIC | GLA | PSFR | Title | Description |
|-----|-------|------|-------------------------------|-------------------------------|
| 247 | 56213 | 44 | Financial Differences — Over | Financial Differences — Over |
| 647 | 56213 | 44 | Financial Differences — Short | Financial Differences — Short |

— Revenue and Field Accounting, Finance, 9-5-02

HANDBOOK F-1 REVISION

COD Transactions at Postal Service Retail Offices

Effective AP-2, FY2003, postal retail offices will no longer use AIC 050, COD Funds Received, and AIC 450, COD Funds Withdrawn, to record COD activity. Instead, postal retail offices will follow the steps below. IRT retail offices made this change starting June 30th; now, all retail offices will make the change. AICs 050 and 450 will be deactivated and placed on the reserve AIC list.

Customers receiving COD deliveries may pay by check or money order payable to the mailer/sender, or cash. For customers who pay in cash:

- The sales and services associate collects from the customer the amount of the COD article plus the money order fee.
- The sales and services associate immediately issues a money order for the amount of the COD.
- The sales and services associate attaches the money order to the corresponding PS Form 3816, *COD Mailing and Delivery Receipt* (COD tag).
- The retail office detaches the money order from PS Form 3816, sends the money order to the mailer/sender, attaches the money order receipt to the PS Form 3816, and files the form locally.
- For CODs paid with check or money order payable to the mailer/sender, the retail office ensures the check or money order number is recorded on the back of PS Form 3816, files the form locally, and mails the check or money order to the mailer/sender.

For carrier-delivered COD articles:

- Carrier must submit the PS Form 3816 with the check or money order payable to the mailer/sender, or cash, to the clearing employee with a completed PS Form 3821, *Clearance Receipt*. (Cash payments must include COD amount plus the money order fee.)
- Clearing employee records all COD funds collected on PS Form 3822, *COD Tag Transmittal*.
- Carrier must forward PS Form 3822 and PS Form 3816 with the check or money order payable to the mailer/sender, or cash, to the retail office for processing.
- Retail office issues money order(s) for cash payment of CODs, sends money order to the mailer/sender, attaches the money order receipt to the PS Form 3816, and files the form locally.
- For CODs paid with check or money order payable to the mailer/sender, the retail office ensures the check or money order number is recorded on the back of

PS Form 3816, files the form locally, and mails the check or money order to the mailer/sender.

We will incorporate these revisions into the next printed version of Handbook F-1 and 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 HBKs.

Handbook F-1, Post Office Accounting Procedures

* * * * *

[Revise title of Chapter 5 as follows:]

5 Trust, Suspense, and Financial Differences

* * * * *

51 Trust Funds

[Capitalize the "f" in funds as follows:]

511 Types of Trust Funds

* * * * *

[Delete 511.2, *Accumulated Funds*]

* * * * *

513 Other Trust Account Control

[Delete 513.1, *Controlling Accumulated Funds*]

* * * * *

514 Clearing Trust Items

* * * * *

[In the table, in the section entitled "Accumulated funds (master trust)," delete "CODs" in the "Item" column and its associated text in the "Accounting Entry" column.]

* * * * *

7 Accounting for Nonstamp Revenue

* * * * *

78 Customs Collection and Collect on Delivery

* * * * *

782 Collect On Delivery

[Replace 782.1 through 782.4 with the following:]

Customers receiving COD deliveries may pay by check or money order payable to the mailer/sender or cash. For customers who pay in cash:

- The sales and services associate collects from the customer the amount of the COD article plus the money order fee.

- The sales and services associate immediately issues a money order for the amount of the COD.
- The sales and services associate attaches the money order to the corresponding PS Form 3816, *COD Mailing and Delivery Receipt* (COD tag).
- The retail office detaches the money order from PS Form 3816, sends the money order to the mailer/sender, attaches the money order receipt to the PS Form 3816, and files the form locally.
- For CODs paid with check or money order payable to the mailer/sender, the retail office ensures the check or money order number is recorded on the back of PS Form 3816, files the form locally, and mails the check or money order to the mailer/sender.

For carrier-delivered COD articles:

- Carrier must submit the PS Form 3816 with the check or money order payable to the mailer/sender, or cash, to the clearing employee with a completed PS Form 3821, *Clearance Receipt*. (Cash payments must include COD amount plus the money order fee.)
- Clearing employee records all COD funds collected on PS Form 3822, *COD Tag Transmittal*.
- Carrier must forward PS Form 3822 and PS Form 3816 with the check or money order payable to the mailer/sender, or cash, to the retail office for processing.

- Retail office issues money order(s) for cash payment of CODs and sends money order to the mailer/sender, attaches the money order receipt to the PS Form 3816, and files the form locally.
- For CODs paid with check or money order payable to the mailer/sender, the retail office ensures the check or money order number is recorded on the back of PS Form 3816, files the form locally, and mails the check or money order to the mailer/sender.

Refer to POM 815.2 for complete procedures on COD delivery and payment.

[Renumber existing 782.5 as new 782.1.]

* * * * *

Appendix A Account Identifier Code and General Ledger Account Crosswalk

* * * * *

[Revise the Title and Description of AICs 050 and 450 as follows:]

| AIC | GLA | PSFR | Title | Description |
|-----|-------|------|----------|-------------|
| 050 | 25311 | N/A | Reserved | Reserved |
| 450 | 25311 | N/A | Reserved | Reserved |

* * * * *

— Revenue and Field Accounting,
Finance, 9-5-02

CLARIFICATION

Lobby Service Collection

This article clarifies the article “Handbook F-1 Revision: Lobby Service Collection” in *Postal Bulletin* 22081 (7-25-02, page 34). Post Offices that do not have or that have not modified contracts with their lobby machine (copier) vendors must adhere to the following process:

- Collect funds from lobby machines (copiers), record the funds into AIC 123, Lobby Services Revenue, and deposit the funds.

- Upon receipt of an invoice from the vendor, pay the vendor with a no-fee money order and record the payment into AIC 535, Refunds of Fees.
- Complete PS Form 3533, *Application and Voucher for Refund of Postage, Fees and Services*, obtain a supervisor signature on the form, and file the form locally.
- Keep a log of these transactions.

— Revenue and Field Accounting,
Finance, 9-5-02

REMINDER

Travel Advances for Bargaining Unit Employees

Managers should no longer issue travel advances from imprest funds to bargaining unit employees.

Bargaining unit employees have two methods for obtaining a travel advance:

- Bargaining unit employees who participate in the eTravel pilot program and who *have* a Citibank travel credit card should use the card to obtain travel advances.

- Bargaining unit employees who *do not have* a Citibank travel credit card should go through the Accounts Payable and Reporting System (APARS). They must obtain their advances *well before* their travel dates so that their managers will have time to process their advances. In emergency situations only, managers may issue travel advances locally.

— National Accounting,
Finance, 9-5-02

eTravel Pilot Roll-Out for Bargaining Unit Employees

In July 2002, we began a pilot of the roll-out of the eTravel system for bargaining unit employees who travel on official Postal Service business. The first bargaining unit employees enrolled and trained in the pilot were those assigned to the accounting service centers (ASCs) and integrated business system solution centers (IBSSCs). We will expand the pilot of the system for other bargaining unit employees in selected districts beginning September 5, 2002. We anticipate that all bargaining unit employees who travel will be enrolled in the eTravel system by the end of postal quarter 2, fiscal year 2003.

Postal Service managers are responsible for ensuring that Citibank Government Card Services issues government travel cards to employees who are enrolled in

eTravel. Travelers must use the Citibank government travel card to:

- Obtain airline tickets.
- Obtain cash advances for travel.
- Pay for hotel and transportation charges.

The Postal Service will pay Citibank directly for reimbursable expenses charged to the travel card after the traveler submits, and his or her manager approves, an eTravel expense report. The preferred method of travel reimbursement for items not charged to the travel card is electronic funds transfer (EFT) to a bank account designated by the traveler.

For additional information, contact your area eTravel coordinator.

— National Accounting,
Finance, 9-5-02

INSTRUCTION TO POST OFFICES

Discontinuance/Destruction of International Money Order (ATI) Form Sets

On August 10, 2002, the Postal Service discontinued standard international postal money orders, both incoming and outgoing. Therefore, the *Authorization to Issue an International Money Order* (ATI) form set has been discontinued. Post Offices should do the following:

- Destroy ATI form sets by tearing or cutting them into eight pieces or more.
- Certify by memorandum that the form sets have been destroyed using the memorandum on page 36 of this *Postal Bulletin*.

- Send the certification memorandum to the following address:

MONEY ORDER BRANCH
US POSTAL SERVICE
PO BOX 82441
ST LOUIS MO 63182-2441

Note: POS ONE offices must withdraw the ATI form sets from the POS ONE inventory system before destruction and then follow the steps above.

— Revenue and Field Accounting,
Finance, 9-5-02

CERTIFICATION OF FORM SET DESTRUCTION

From: _____

Address: _____

Finance # _____ Unit ID # _____

To: MONEY ORDER BRANCH
US POSTAL SERVICE
PO BOX 82441
ST LOUIS MO 63182-2441

I certify that Authorization to Issue an International Money Order (ATI) form sets,

Serial numbers _____ to _____, inclusive

Serial numbers _____ to _____, inclusive

Serial numbers _____ to _____, inclusive

were destroyed on _____.

Destroyed by: _____
Printed name and signature

Witnessed by: _____
Printed name and signature

International Mail

ICM UPDATE

International Customized Mail

On August 8, 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:** August 23, 2002, through August 22, 2003.
- b. **Type of mail:** Global Express Mail™ (EMS) and Air-mail Parcel Post. Every item must conform to the mailing requirements set forth in the IMM for Qualifying Mail.
- c. **Destination country:** Canada.
- d. **Service provided by the Postal Service:** The Postal Service has agreed to:
 1. Furnish the Mailer, or its agent(s), with the postal equipment and postal supplies required for the use of Qualifying Mail.
 2. Provide the Mailer, or its agent(s), with any training necessary to prepare mail shipments in conformity with the requirements of Qualifying Mail.
 3. Provide the Mailer with technical assistance necessary to prepare the necessary information linkages, electronic data files, and data exchanges.
 4. Pick up mailings at the Mailer's plant.
 5. Arrange with carriers to transport Qualifying Mail to Canada, where the proper authority will effect delivery.
 6. Return EMS items and Airmail Parcel Post items receiving Customs Pre-Payment, whether refused by an addressee or undeliverable, to the Mailer at the fees listed in Exhibit 1.
 7. Furnish the Mailer with tracking reports, if applicable to the service, and delivery performance reports on a regular basis.
 8. Provide a customized binding Proposal detailing the number of hours required to complete a harmonization process at the Mailer's request. The Proposal shall be presented before the process begins.
 9. Apply a Postal Service shipping label and Customs documentation to each package.
 10. Send an electronic data file to Canada that will allow the Customs officials to review the contents of each shipment before the packages arrive.
- e. **Minimum volume commitment:** The Mailer has agreed to meet an annualized minimum volume commitment of at least 5,000 pieces of Qualifying Mail or an annualized minimum commitment of \$100,000 in international postage for Qualifying Mail.
- f. **Worksharing:** The Mailer has agreed to:
 1. Establish the necessary linkages to exchange data transmissions.
 2. Exchange electronic information with the Postal Service according to the specifications and instructions the Postal Service provides.
 3. Pay postage to the Postal Service, either directly or through a mailing agent(s), for all Qualifying Mail by use of a permit imprint subject to the conditions stated in DMM P040, with the exception that DMM P040.1.1 shall not apply, and IMM 152.3.
 4. Provide the Postal Service via fax or email with notification of new permit numbers used for Qualifying Mail 1 week in advance of using the new permit numbers.
 5. Provide Postal Service acceptance sites with a schedule of mailings, including the intended date of tender, weight, volume, and location where mail will originate, in accordance with instructions the Postal Service provides.
 6. Present mailings to the Postal Service at the Mailer's plant.
 7. Pay for any requested harmonization at a rate of \$250 per hour.
 8. Pay for the return of undeliverable or refused EMS and Airmail Parcel Post items receiving Customs Pre-payment in Canada at the rates listed in Exhibit 1.

- g. Rates:** The Mailer has agreed to pay postage for Qualifying Mail according to the rate charts in Exhibit 2.

Exhibit 1

Fees for Return of Unopened, Undeliverable, and Refused Items

| Weight Not Over (lbs.) | Canada |
|------------------------|--------|
| 1 | \$7.25 |
| 2 | 8.25 |
| 3 | 9.00 |
| 4 | 9.75 |
| 5 | 10.50 |
| 6 | 11.25 |
| 7 | 12.00 |
| 8 | 12.75 |
| 9 | 13.75 |
| 10 | 14.25 |
| 11 | 15.00 |
| 12 | 15.75 |
| 13 | 16.50 |
| 14 | 17.25 |
| 15 | 18.00 |
| 16 | 19.00 |
| 17 | 19.75 |
| 18 | 20.50 |
| 19 | 21.25 |
| 20 | 22.00 |
| 21 | 22.50 |
| 22 | 23.25 |
| 23 | 24.25 |
| 24 | 25.00 |
| 25 | 25.75 |
| 26 | 26.50 |
| 27 | 27.25 |
| 28 | 28.00 |
| 29 | 29.00 |
| 30 | 29.75 |
| 31 | 30.50 |
| 32 | 31.00 |
| 33 | 31.75 |
| 34 | 32.50 |
| 35 | 33.25 |
| 36 | 34.25 |
| 37 | 35.00 |
| 38 | 35.75 |
| 39 | 36.50 |
| 40 | 37.25 |
| 41 | 38.00 |
| 42 | 38.75 |
| 43 | 39.75 |
| 44 | 40.25 |
| 45 | 41.00 |
| 46 | 41.75 |
| 47 | 42.50 |
| 48 | 43.25 |
| 49 | 44.00 |
| 50 | 45.00 |
| 51 | 45.75 |

| Weight Not Over (lbs.) | Canada |
|------------------------|--------|
| 52 | 46.50 |
| 53 | 47.25 |
| 54 | 48.00 |
| 55 | 48.50 |
| 56 | 49.25 |
| 57 | 50.25 |
| 58 | 51.00 |
| 59 | 51.75 |
| 60 | 52.50 |
| 61 | 53.25 |
| 62 | 54.00 |
| 63 | 54.75 |
| 64 | 55.75 |
| 65 | 56.50 |
| 66 | 57.00 |

Exhibit 2

Global Express Mail™ (EMS)

Postal Service Labeling, Customs Pre-Advice, and Customs Prepayment

| Weight Not Over (lbs.) | Canada |
|------------------------|---------|
| 0.5 | \$11.80 |
| 1 | 12.26 |
| 2 | 12.72 |
| 3 | 13.49 |
| 4 | 14.11 |
| 5 | 14.88 |
| 6 | 16.27 |
| 7 | 17.65 |
| 8 | 19.04 |
| 9 | 20.42 |
| 10 | 21.81 |
| 11 | 23.20 |
| 12 | 24.58 |
| 13 | 25.97 |
| 14 | 27.36 |
| 15 | 28.74 |
| 16 | 30.13 |
| 17 | 31.51 |
| 18 | 32.90 |
| 19 | 34.29 |
| 20 | 35.67 |
| 21 | 37.06 |
| 22 | 38.45 |
| 23 | 39.83 |
| 24 | 41.22 |
| 25 | 42.60 |
| 26 | 43.99 |
| 27 | 45.38 |
| 28 | 46.76 |
| 29 | 48.15 |
| 30 | 49.54 |
| 31 | 50.92 |
| 32 | 52.31 |
| 33 | 53.69 |
| 34 | 55.08 |
| 35 | 56.47 |
| 36 | 57.85 |

| Weight Not Over (lbs.) | Canada |
|------------------------|--------|
| 37 | 59.24 |
| 38 | 60.63 |
| 39 | 62.01 |
| 40 | 63.40 |
| 41 | 64.78 |
| 42 | 66.17 |
| 43 | 67.56 |
| 44 | 68.94 |
| 45 | 70.33 |
| 46 | 71.72 |
| 47 | 73.10 |
| 48 | 74.49 |
| 49 | 75.87 |
| 50 | 77.26 |
| 51 | 78.65 |
| 52 | 80.03 |
| 53 | 81.42 |
| 54 | 82.81 |
| 55 | 84.19 |
| 56 | 85.58 |
| 57 | 86.96 |
| 58 | 88.35 |
| 59 | 89.74 |
| 60 | 91.12 |
| 61 | 92.51 |
| 62 | 93.89 |
| 63 | 95.28 |
| 64 | 96.67 |
| 65 | 98.05 |
| 66 | 99.44 |

Exhibit 2 Continued
Airmail Parcel Post
Postal Service Labeling, Customs Pre-Advice,
and Customs Prepayment

| Weight Not Over (lbs.) | Canada |
|------------------------|---------|
| 1 | \$10.13 |
| 2 | 10.13 |
| 3 | 10.72 |
| 4 | 11.46 |
| 5 | 12.21 |
| 6 | 12.86 |
| 7 | 13.51 |
| 8 | 14.17 |
| 9 | 14.82 |
| 10 | 15.48 |
| 11 | 16.13 |
| 12 | 16.78 |
| 13 | 17.44 |
| 14 | 18.09 |
| 15 | 18.74 |
| 16 | 19.40 |
| 17 | 20.05 |

| Weight Not Over (lbs.) | Canada |
|------------------------|--------|
| 18 | 20.71 |
| 19 | 21.36 |
| 20 | 22.01 |
| 21 | 22.67 |
| 22 | 23.32 |
| 23 | 23.98 |
| 24 | 24.63 |
| 25 | 25.28 |
| 26 | 25.94 |
| 27 | 26.59 |
| 28 | 27.24 |
| 29 | 27.90 |
| 30 | 28.55 |
| 31 | 29.21 |
| 32 | 29.86 |
| 33 | 30.51 |
| 34 | 31.17 |
| 35 | 31.82 |
| 36 | 32.48 |
| 37 | 33.13 |
| 38 | 33.78 |
| 39 | 34.44 |
| 40 | 35.09 |
| 41 | 35.74 |
| 42 | 36.40 |
| 43 | 37.05 |
| 44 | 37.71 |
| 45 | 38.36 |
| 46 | 39.01 |
| 47 | 39.67 |
| 48 | 40.32 |
| 49 | 40.98 |
| 50 | 41.63 |
| 51 | 42.28 |
| 52 | 42.94 |
| 53 | 43.59 |
| 54 | 44.24 |
| 55 | 44.90 |
| 56 | 45.55 |
| 57 | 46.21 |
| 58 | 46.86 |
| 59 | 47.51 |
| 60 | 48.17 |
| 61 | 48.82 |
| 62 | 49.48 |
| 63 | 50.13 |
| 64 | 50.78 |
| 65 | 51.44 |
| 66 | 52.09 |

Philately

STAMP ANNOUNCEMENT 02-37

Holiday Celebrations — Kwanzaa



Copyright USPS 1996

The Postal Service will issue a 37-cent *Kwanzaa* special stamp (Item 563500) in a pressure-sensitive adhesive (PSA) pane of 20 on October 10, 2002, in Washington, DC. The stamp, designed by Synthia Saint James, Los Angeles, California, goes on sale nationwide October 11, 2002. There will be no ceremony.

The stamp, which is being reissued with a new denomination, was first issued in 1997 as part of the *Holiday Celebrations* series. This special stamp features the seven symbols that are used to celebrate the seven principles that are the foundation of Kwanzaa.

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. 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:

HOLIDAY CELEBRATIONS KWANZAA
POSTMASTER
SPECIAL CANCELLATIONS
PO BOX 92282
WASHINGTON DC 20090-2282

| | |
|-------------------------------|--|
| Issue: | <i>Kwanzaa</i> |
| Item Number: | 563500 |
| Denomination & Type of Issue: | 37-cent Special |
| Format: | Pane of 20 (1 design) |
| Series: | <i>Holiday Celebrations</i> |
| Issue Date & City: | October 10, 2002, Washington, DC 20066 |
| Designer: | Synthia Saint James, Los Angeles, CA |
| Engraver: | Southern Graphic Systems, Inc. |
| Art Director: | Derry Noyes, Washington, DC |
| Typographer: | Derry Noyes, Washington, DC |
| Modeler: | Avery Dennison, SPD |
| Manufacturing Process: | Gravure |
| Printer: | Avery Dennison (AVR) |
| Printed at: | AVR, Clinton, SC |
| Press Type: | Dia Nippon Kiko |
| Stamps per Pane: | 20 |
| Print Quantity: | 40 million stamps |
| Paper Type: | Prephosphored Type II |
| Gum Type: | Pressure Sensitive |
| Processed at: | AVR, Clinton, SC |
| Colors: | Magenta, Yellow, Cyan, Black |
| Stamp Orientation: | Horizontal |
| Image Area (w x h): | 1.050 x 0.770 in./26.67 x 19.56 mm |
| Overall Size (w x h): | 1.190 x 0.910 in./30.23 x 23.114 mm |
| Full Pane Size (w x h): | 5.350 x 5.750 in./135.89 x 146.05 mm |
| Plate Size: | 200 stamps per revolution |
| Plate Numbers: | "V" followed by four (4) single digits |
| Marginal Markings: | "© USPS 1996" • Price • Plate position diagram • Plate numbers • Barcode |
| Catalog Item Number(s): | 563520 Block of 4 — \$1.48 563530 Block of 10 — \$3.70 563540 Full pane w/plate no. — \$7.40 563561 First day cancellation — \$0.75 563593 Full pane w/FDC — \$8.15 563597 Panel — \$8.75 |

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 November 9, 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 for this stamp issue.

Distribution: Item Number 56350, 37-cent Kwanzaa, PSA Pane of 20

Stamp distribution offices (SDOs) will receive one-quarter 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-quarter of their standard automatic distribution quantities using PS Form 3309, *Advice of Shipment/Stamp Invoice*, and PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to Post Offices before October 3, 2002.

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 640,000 additional stamps; the Chicago APD will receive 1,280,000 additional stamps; the Denver APD will receive 400,000 additional stamps; and the Memphis and New York APDs will each receive 1,080,000 additional stamps.

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 <i>Kwanzaa</i> Stamp, Item 56350... |
|---|---|
| 1 | 20,000 |
| 2 | 20,000 |
| 3 | 40,000 |
| 4 | 40,000 |
| 5 | 60,000 |
| 6 | 60,000 |
| 7 | 80,000 |
| 8 | 80,000 |
| 9 | 100,000 |
| 12 | 120,000 |
| 13 | 140,000 |
| 16 | 160,000 |
| 19 | 200,000 |

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, 9-5-02

STAMP ANNOUNCEMENT 02-38

Holiday Celebrations — EID



Copyright USPS 2000

The Postal Service will issue a 37-cent *Eid* commemorative stamp (Item 563600) in a pressure-sensitive adhesive (PSA) pane of 20 on October 10, 2002, in Washington, DC. The stamp, designed by Mohamed Zakariya of Arlington, Virginia, goes on sale nationwide October 11, 2002. There will be no ceremony.

The *Eid* stamp, which is being reissued with a new denomination, commemorates the two most important festivals in the Islamic calendar: Eid al-Fitr and Eid al-Adha. The "Eid mubarak" phrase featured in Islamic calligraphy on the stamp can be paraphrased "May your religious holiday be blessed."

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. 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:

HOLIDAY CELEBRATIONS EID
POSTMASTER
SPECIAL CANCELLATIONS
PO BOX 92282
WASHINGTON DC 20090-2282

| | |
|-------------------------------|--|
| Issue: | <i>Eid</i> |
| Item Number: | 563600 |
| Denomination & Type of Issue: | 37-cent Commemorative |
| Format: | Pane of 20 (1 design) |
| Series: | <i>Holiday Celebrations</i> |
| Issue Date & City: | October 10, 2002, Washington, DC 20066 |
| Designer/Calligrapher: | Mohamed Zakariya, Arlington, VA |
| Art Director: | Phil Jordan, Falls Church, VA |
| Engraver: | Armotek Industries |
| Modeler: | Avery Dennison, SPD |
| Manufacturing Process: | Gravure |
| Printer: | Avery Dennison (AVR) |
| Printed at: | AVR, Clinton, SC |
| Press Type: | Dia Nippon Kiko (DNK) |
| Stamps per Pane: | 20 |
| Print Quantity: | 35 million stamps |
| Paper Type: | Nonphosphored, Type III |
| Gum Type: | Pressure Sensitive |
| Processed at: | AVR, Clinton, SC |
| Colors: | Gray (PMS 300), Blue (PMS 424), Gold (PMS 871) |
| Stamp Orientation: | Vertical |
| Image Area (w x h): | 0.770 x 1.05 in./19.558 x 26.67 mm |
| Overall Size (w x h): | 0.910 x 1.19 in./23.114 x 30.226 mm |
| Full Pane Size (w x h): | 5.375 x 5.875 in./136.53 x 149.23 mm |
| Plate Size: | 240 stamps per revolution |
| Plate Numbers: | "V" followed by three (3) single digits |
| Marginal Markings: | "© 2000 USPS" • Price • Plate position diagram • Plate numbers • Barcode |
| Catalog Item Number(s): | 563620 Block of 4 — \$1.48 563630 Block of 10 — \$3.70 563640 Full pane of 20 w/plate no. — \$7.40 563661 First day cover — \$0.75 563693 Full pane w/FDC — \$8.15 563697 Panel — \$8.75 |

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 November 9, 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 for the stamp issue.

Distribution: Item 563600, 37-cent EID, PSA Pane of 20

Stamp distribution offices (SDOs) will receive one-quarter 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-quarter of their standard automatic distribution quantities using PS Form 3309, *Advice of Shipment/Stamp Invoice*, and PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to Post Offices before October 3, 2002.

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 a separate PS Form 17.

For fulfilling supplemental orders from SDOs, the San Francisco APD will receive 200,000 additional stamps; the Chicago, Memphis, and New York APDs will each receive 400,000 additional stamps; and the Denver APD will receive 200,000 additional stamps.

Philatelic Requirement

SDOs with authorized philatelic centers will receive an automatic distribution of these stamps in 12 positions for subsequent distribution to each philatelic window.

| SDOs That Serve This Many Philatelic Windows... | Will Receive This Quantity of the <i>Eid</i> Stamp, Item 563600... |
|---|--|
| 1 | 24,000 |
| 2 | 24,000 |
| 3 | 48,000 |
| 4 | 48,000 |
| 5 | 72,000 |
| 6 | 72,000 |
| 7 | 96,000 |
| 8 | 96,000 |
| 9 | 120,000 |
| 12 | 144,000 |
| 13 | 168,000 |
| 16 | 192,000 |
| 19 | 240,000 |

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, 9-5-02*

STAMP ANNOUNCEMENT 02-39

Holiday Celebrations — Hanukkah



Copyright USPS 1995

The Postal Service will issue a 37-cent *Hanukkah* commemorative stamp (Item 563400) in a pressure-sensitive adhesive (PSA) pane of 20 on October 10, 2002, in Washington, DC. The stamp, designed by Hannah Smotrich of Washington, DC, goes on sale nationwide October 11, 2002. There will be no ceremony.

The stamp, which is being reissued with a new denomination, was first issued in 1996 as part of the *Holiday Celebrations* series. This special stamp was designed in honor of Hanukkah, a Jewish celebration commemorating the rededication of the Second Temple of Jerusalem in 165 B.C.E, after its desecration 3 years earlier. Because Hanukkah centers on the miracle of light, candles are the primary symbol of the celebration.

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. 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:

HOLIDAY CELEBRATIONS HANUKKAH
POSTMASTER
SPECIAL CANCELLATIONS
PO BOX 92282
WASHINGTON DC 20090-2282

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 November 9, 2002.

| | |
|-------------------------------|--|
| Issue: | <i>Hanukkah</i> |
| Item Number: | 563400 |
| Denomination & Type of Issue: | 37-cent Commemorative |
| Format: | Pane of 20 (1 design) |
| Series: | <i>Holiday Celebrations</i> |
| Issue Date & City: | October 10, 2002, Washington, DC 20066 |
| Designers: | Hannah Smotrich, Washington, DC |
| Engraver: | Southern Graphic Systems, Inc. |
| Art Director: | Derry Noyes, Washington, DC |
| Typographer: | Hannah Smotrich, Washington, DC |
| Modeler: | Avery Dennison, SPD |
| Manufacturing Process: | Gravure |
| Printer: | Avery Dennison (AVR) |
| Printed at: | AVR, Clinton, SC 29325 |
| Press Type: | Dia Nippon Kiko |
| Stamps per Pane/Coil: | 20 |
| Print Quantity: | 35 million stamps |
| Paper Type: | Prephosphored Type I |
| Gum Type: | Pressure Sensitive |
| Processed at: | AVR, Clinton, SC |
| Colors: | Magenta, Cyan, Yellow, Black |
| Stamp Orientation: | Horizontal |
| Image Area (w x h): | 1.410 x 0.84 in./35.814 x 21.336 mm |
| Overall Size (w x h): | 1.560 x 0.990 in./39.62 x 25.15 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 four (4) single digits |
| Marginal Markings: | "© 1995 USPS" • Price • Plate position diagram • Plate numbers • 2 barcodes |
| Catalog Item Number(s): | 563420 Block of 4 — \$1.48 563430 Block of 10 — \$3.70 563440 Full pane of 20 w/plate no. — \$7.40 563461 First day cover — \$0.75 563493 Full pane w/FDC — \$8.15 563497 Panel — \$8.75 |

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 for this stamp issue.

Distribution: Item 563400, 37-cent Hanukkah, PSA Pane of 20

Stamp distribution offices (SDOs) will receive one-quarter 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-quarter of their standard automatic distribution quantities using PS Form 3309, *Advice of Shipment/Stamp Invoice*, and PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to Post Offices before October 3, 2002.

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 400,000 additional stamps; the Chicago and Memphis APDs will each receive 640,000 additional stamps; the Denver APD will receive 200,000 additional stamps; and the New York APD will receive 720,000 additional stamps.

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 <i>Hanukkah</i> Stamp, Item 563400... |
|---|---|
| 1 | 20,000 |
| 2 | 20,000 |
| 3 | 40,000 |
| 4 | 40,000 |
| 5 | 60,000 |
| 6 | 60,000 |
| 7 | 80,000 |
| 8 | 80,000 |
| 9 | 100,000 |
| 12 | 120,000 |
| 13 | 140,000 |
| 16 | 160,000 |
| 19 | 200,000 |

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, 9-5-02

(Philately section continues on page 59.)

Postal Bulletin Distribution

The GPO distributes the *Postal Bulletin* for the Postal Service to all postal facilities except classified stations and branches, contract postal units, and detached mail units, which receive copies from their administrative post office. The *Postal Bulletin* is also available online at <http://www.usps.com> (click on *Info*, then *Postal Periodicals and Publications*).

If your postal facility has access to cc:Mail, you may send a request for a new subscription order, an address and/or quantity change, or a subscription query to the

cc:Mail address POSTAL BULLETIN. If you are using another email product, you can use the Internet email address pbulleti@email.usps.gov.

If you do not have access to email, you may complete the order form and mail it to:

ATTN POSTAL BULLETIN
US POSTAL SERVICE
475 L'ENFANT PLZ SW RM 5540
WASHINGTON DC 20260-5540

Either way you send it, please include the "POO" subscription number from your address label.

Postal Service Orders for Postal Bulletin

- New Order Change of Address/Quantity
(Include *Postal Bulletin* mailing label.)

Attention Line _____

Postal Facility Name _____

Delivery Address _____

City _____ State _____ ZIP+4 _____

Person to Contact
(_____)

Daytime Telephone _____

Current Quantity _____ New Quantity _____

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

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

ATTN POSTAL BULLETIN
US POSTAL SERVICE
475 L'ENFANT PLZ SW RM 5540
WASHINGTON DC 20260-5540

All other facilities should contact their administrative post office.

Single Copies (back to 1 year): To order extra copies or back issues (see Table of Contents for specific PSN), use MDC Touch Tone Order Entry by calling 800-332-0317 (option 1, then option 2) or send PS Form 7380, *MDC Supply Requisition*, to:

MATERIAL DISTRIBUTION CENTER
ATTN SUPPLY REQUISITIONS
500 SW GARY ORMSBY DR
TOPEKA KS 66624-9702

Public Orders for Postal Bulletin

- New Order Change of Address
(Include *Postal Bulletin* mailing label.)

Attention Line _____

Company Name _____

Delivery Address _____

City _____ State _____ ZIP+4 _____
(_____)

Daytime Telephone _____

Subscription: Domestic - \$155.00 per year; International - \$193.75 per year

Subscription Orders: 202-512-1800

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



Single Copies (back to 16 issues): Domestic - \$12.00; International - \$15.00

Enter _____ Annual Subscription(s).
Total Amount \$ _____

Send _____ additional copies of *Bulletin* # _____
Total Amount \$ _____

GPO deposit account [] [] [] [] [] [] [] [] - []

Check/money order payable to: Superintendent of Documents

VISA  MasterCard 

Credit Card Number _____ Expiration Date _____

Signature _____

Mail Completed Form and Payment To:

SUPERINTENDENT OF DOCUMENTS
US GOVERNMENT PRINTING OFFICE
PO BOX 371954
PITTSBURGH PA 15250-7954

Fraud Alert

ALL PERSONNEL PROCESSING MAIL FOR DISPATCH ABROAD

Foreign Order No. 467

Keep all foreign order notices for use as reference.

Final Orders

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

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

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 GUILDING 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, 9-5-02

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, Monterey Park 91754-2730 | Any And All Names Except Cindy Lee, Chunying Que, Jijun Han, Chen Qiu, Jui-Fen Chang, Mei-Lang Lee and Chia-Mei Kao, 218 S. Chandler Avenue, Apt. D |
| CA, Monterey Park 91755-4155 | Any And All Names Except The Surname Lian, 534 E. Graves Avenue, Apt. B |
| NY, Harriman 10926-0819 | Any And All Names Other Than The Surname Samet, P.O. Box 819 |

— Judicial Officer, 9-5-02

| | | | | | | | | | | | | |
|--------|--------|--------|---------------|--------|--------|--------|--------|--------|--------|--------|--------|--------|
| 806132 | 841016 | 852083 | 853651 | 900079 | 901444 | 911177 | 917346 | 926311 | 940202 | 948663 | 968191 | 980598 |
| 806195 | 841099 | 852094 | 853685 | 900082 | 901529 | 911224 | 917349 | 926569 | 940210 | 948668 | 968296 | 980636 |
| 806199 | 841255 | 852116 | 853713 | 900100 | 901536 | 911301 | 917368 | 926574 | 940223 | 948688 | 968333 | 980662 |
| 806204 | 841327 | 852143 | 853720 | 900106 | 901572 | 912324 | 917474 | 926620 | 940348 | 948693 | 968353 | 980704 |
| 807031 | 841548 | 852181 | 853738 | 900122 | 901575 | 912356 | 917492 | 926649 | 940381 | 949077 | 968511 | 980779 |
| 809046 | 841803 | 852214 | 853751 | 900128 | 901590 | 913004 | 917506 | 926768 | 940405 | 949531 | 968515 | 980815 |
| 809059 | 841861 | 852256 | 856004 | 900129 | 901607 | 913038 | 917537 | 926888 | 940410 | 949604 | 968536 | 980940 |
| 809061 | 841936 | 852335 | 856053 | 900145 | 901651 | 913040 | 917623 | 926972 | 940438 | 950860 | 968949 | 981506 |
| 809072 | 844248 | 852338 | 856332 | 900157 | 901687 | 913057 | 917747 | 927176 | 940469 | 951144 | 968957 | 982033 |
| 809073 | 845037 | 852362 | 856560 | 900167 | 901700 | 913068 | 917776 | 927350 | 940512 | 951232 | 968994 | 982045 |
| 809103 | 846194 | 852368 | 860043 | 900178 | 901788 | 913448 | 918059 | 927940 | 940762 | 951317 | 970124 | 982067 |
| 809130 | 847006 | 852380 | 860131 | 900181 | 901803 | 913734 | 918100 | 927982 | 940907 | 951356 | 970227 | 982146 |
| 809151 | 847064 | 852382 | 871047 | 900193 | 901835 | 913810 | 918307 | 928308 | 940915 | 951382 | 970334 | 982174 |
| 809160 | 847128 | 852436 | 871342 | 900215 | 901854 | 913833 | 918526 | 928379 | 940965 | 951544 | 970407 | 982241 |
| 809185 | 850050 | 852450 | 871508 | 900235 | 901894 | 914210 | 918626 | 928412 | 940996 | 951564 | 970469 | 982252 |
| 809202 | 850068 | 852472 | 871622 | 900256 | 901900 | 914345 | 918882 | 928423 | 941002 | 951772 | 970655 | 982318 |
| 809208 | 850099 | 852496 | 871625 | 900265 | 901907 | 914523 | 920007 | 928769 | 941023 | 951795 | 970656 | 982362 |
| 809211 | 850144 | 852545 | 871652 | 900268 | 901936 | 914553 | 920050 | 928787 | 941220 | 951802 | 970705 | 982370 |
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| 813009 | 850525 | 852693 | 891292 | 900666 | 903486 | 915256 | 921417 | 931717 | 941680 | 952241 | 972729 | 992537 |
| 813019 | 850556 | 852869 | 891295 | 900894 | 903561 | 915316 | 921506 | 932689 | 941723 | 953030 | 972775 | 992543 |
| 813040 | 850567 | 852949 | 891550 | 900954 | 903579 | 915336 | 921524 | 933396 | 941728 | 953207 | 972834 | 992636 |
| 813086 | 850589 | 853041 | 891633 | 901065 | 903667 | 915342 | 921557 | 933413 | 941741 | 953253 | 972853 | 992698 |
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| 814400 | 850632 | 853284 | 891862 | 901122 | 904550 | 915470 | 921661 | 933550 | 945479 | 958512 | 973112 | 997135 |
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— Express and Priority Mail,
Marketing, 9-5-02

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.

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|---------------------------------|---------------------------------|------------------------------------|---|---------------------|
| 010 504 1932 to 010 504 1999 | 026 492 3180 to 026 492 3199 | 077 999 4001 to 077 999 4090 | 389 846 3104 to 389 846 3145 to | 3135 3195 |
| 011 582 1889 to 011 582 1899 | 027 361 0430 to 027 361 0499 | 210 221 0548 to 210 221 0599 | 389 887 9211 to 389 887 9234 to | 9230 9299 |
| 011 588 2900 to 011 588 3099 | 027 369 4482 to 027 369 4495 | 227 275 9400 to 227 275 9999 | 390 001 3182 to 390 001 3500 to | 3199 3699 |
| 012 579 5675 to 012 579 5699 | 027 671 8762 to 027 671 8776 | 273 070 8059 to 273 070 8099 | 390 545 5974 to 391 104 6146 to | 5999 6199 |
| 013 289 6176 to 013 289 6199 | 027 787 9886 to 027 787 9899 | 273 775 7700 to 273 775 7899 | 391 574 1466 to 391 783 3020 to | 1499 3599 |
| 013 610 0014 to 013 610 0099 | 027 965 9487 to 027 965 9499 | 302 000 0000 to 302 123 9999 | 391 792 6100 to 392 668 2956 to | 6199 2999 |
| 014 932 1000 to 014 932 1099 | 028 191 1852 to 028 191 1999 | 349 746 2056 to 350 518 7350 to | 392 854 8500 to 393 584 7566 to | 2999 8899 |
| 014 972 0800 to 014 972 0899 | 028 850 3000 to 028 850 3199 | 360 011 1690 to 360 168 6008 to | 393 650 0074 to 393 838 8316 to | 7699 0099 |
| 015 363 0007 to 015 363 0099 | 029 510 1500 to 029 510 1599 | 360 173 8800 to 360 324 2326 to | 393 893 6007 to 394 126 6907 to | 8499 6099 |
| 017 028 3200 to 017 028 3299 | 030 687 0903 to 030 687 0999 | 362 861 3064 to 373 006 2176 to | 394 189 0405 to 394 822 3243 to | 3099 6999 |
| 018 569 5333 to 018 569 5399 | 030 701 3442 to 030 701 3499 | 374 768 2600 to 375 169 4400 to | 394 990 1810 to 395 343 3264 to | 2699 4599 |
| 018 986 5264 to 018 986 5299 | 031 077 4507 to 031 077 4799 | 375 829 3400 to 375 851 9100 to | 395 373 3035 to 395 396 9649 to | 3499 9199 |
| 019 518 2814 to 019 518 2899 | 032 295 7500 to 032 295 9999 | 376 196 0911 to 378 085 3679 to | 395 970 3240 to 397 622 4054 to | 0999 3699 |
| 020 698 5159 to 020 698 5199 | 034 394 1000 to 034 394 1099 | 378 351 1063 to 379 843 5100 to | 397 819 8902 to 398 149 7200 to | 1099 5199 |
| 020 844 7307 to 020 844 7399 | 034 943 0400 to 034 943 0799 | 380 093 9600 to 380 165 1165 to | 398 149 7200 to 399 070 0872 to | 9699 1199 |
| 020 972 8948 to 020 972 8999 | 037 706 9578 to 037 706 9599 | 381 325 4500 to 381 604 2510 to | 399 156 7119 to 399 203 5064 to | 4599 2699 |
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| 024 380 4100 to 024 380 4199 | 040 674 7100 to 040 674 7199 | 384 925 3641 to 385 568 2331 to | 400 427 1051 to 401 045 1505 to | 7799 8399 |
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| 403 685 8600 to | 8699 | 420 599 0734 to | 0798 | 440 858 6300 to | 6399 | 458 337 5222 to | 5299 |
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| 474 949 3366 to | 3399 | 489 181 8963 to | 8999 | 604 086 0880 to | 0899 | 623 895 8200 to | 8399 |
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| 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 |
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| 641 383 8739 to | 8799 | 652 754 6317 to | 6399 | 677 126 6734 to | 6799 | 693 645 9583 to | 9599 |
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| 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 |
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| 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 |
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| 646 242 6200 to | 6299 | 662 068 0700 to | 0899 | 685 669 4200 to | 4299 | 701 605 5913 to | 5999 |
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| 647 437 3000 to | 4999 | 665 174 6400 to | 6499 | 686 931 7636 to | 7699 | 701 941 0600 to | 0699 |
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| 650 130 3400 to | 3599 | 671 251 5448 to | 5499 | 691 582 8003 to | 8099 | 740 523 7432 to | 7449 |
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| 650 564 1900 to | 1999 | 672 828 3410 to | 3499 | 692 727 9362 to | 9399 | 740 726 6400 to | 6500 |
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| 650 739 1540 to | 1699 | 675 464 4000 to | 4199 | 693 249 0877 to | 1699 | 806 087 1100 to | 1499 |
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|------------------------|-------------|------------------------|-------------|------------------------|-------------|------------------------|-------------|
| 807 342 3283 to | 3399 | 842 898 5582 to | 5599 | 858 124 7644 to | 7699 | 870 491 4812 to | 4849 |
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| 808 090 3440 to | 3499 | 843 077 6288 to | 6299 | 859 063 8200 to | 8699 | 870 541 7167 to | 7239 |
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| 830 983 3500 to | 3599 | 845 746 2618 to | 2635 | 860 518 9629 to | 9699 | 900 845 0044 to | 0099 |
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| 834 354 8747 to | 8766 | 847 723 7500 to | 7599 | 863 871 5138 to | 5199 | 902 948 1269 to | 1299 |
| 834 354 8824 to | 8838 | 849 485 3427 to | 3499 | 863 949 5300 to | 5399 | 902 985 0833 to | 0899 |
| 835 269 5700 to | 5799 | 849 608 1357 to | 1399 | 864 088 8200 to | 8299 | 903 370 6934 to | 6999 |
| 835 496 7303 to | 7399 | 849 792 2600 to | 2699 | 864 426 3972 to | 3999 | 904 600 6523 to | 6599 |
| 835 539 5200 to | 5999 | 850 546 1862 to | 1899 | 864 520 6117 to | 6136 | 904 892 0378 to | 0399 |
| 835 813 3015 to | 3099 | 851 143 6826 to | 6844 | 865 151 0526 to | 0599 | 904 892 0648 to | 1299 |
| 837 672 8967 to | 8999 | 851 209 9880 to | 9899 | 865 500 4034 to | 4099 | 905 056 2216 to | 2299 |
| 837 784 3282 to | 3299 | 851 928 9221 to | 9299 | 865 883 6082 to | 6099 | 905 794 0000 to | 0199 |
| 838 176 8377 to | 8399 | 852 589 6560 to | 6599 | 866 004 3000 to | 3999 | 905 794 0288 to | 0299 |
| 838 518 1257 to | 1299 | 853 049 3646 to | 3699 | 866 442 4100 to | 4899 | 905 873 6900 to | 6999 |
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| 840 323 0600 to | 0699 | 854 529 2200 to | 2299 | 867 633 7403 to | 7499 | 905 880 8900 to | 8999 |
| 840 875 6235 to | 6299 | 854 532 0000 to | 2999 | 867 737 5623 to | 5699 | 905 889 7100 to | 7199 |
| 840 910 0900 to | 0999 | 855 001 6204 to | 6249 | 868 169 4529 to | 4599 | 906 158 1508 to | 1599 |
| 841 349 5000 to | 5099 | 855 319 9364 to | 9399 | 868 173 8400 to | 8599 | 907 725 8500 to | 8599 |
| 841 805 7747 to | 7899 | 855 361 3390 to | 3399 | 868 514 9000 to | 9099 | 908 622 4225 to | 4235 |
| 841 805 7944 to | 8099 | 856 226 0490 to | 0499 | 868 566 9200 to | 9299 | 908 936 9254 to | 9299 |
| 842 226 0685 to | 0695 | 856 656 5800 to | 5999 | 869 387 1150 to | 1199 | 909 725 7307 to | 7399 |
| 842 685 4600 to | 4699 | 856 752 0200 to | 0299 | 869 505 3500 to | 3599 | 910 219 8631 to | 8699 |
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| 842 860 0300 to | 0399 | 857 843 4000 to | 4099 | 870 054 4814 to | 4899 | 911 523 3000 to | 3999 |

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.

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

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| 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 |
| 730 077 683 to 7 840 | 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 |
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| 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 | 750 071 587 to 1 610 | 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 | 760 004 596 to 4 610 |
| 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 | 740 011 517 to 1 530 | 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 |
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| 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 |
| 733 704 482 to 4 570 | 742 178 834 to 8 880 | 753 620 378 to 0 400 | 762 524 158 to 4 220 |
| 733 751 041 to 1 130 | 742 325 500 to 5 520 | 754 013 917 to 3 940 | 762 584 872 to 4 970 |
| 734 009 101 to 9 130 | 742 325 668 to 5 700 | 754 161 061 to 1 120 | 762 593 431 to 3 460 |
| 734 290 759 to 0 770 | 742 408 771 to 8 830 | 754 358 445 to 8 610 | 763 155 160 to 5 180 |
| 734 389 273 to 9 290 | 742 512 120 to 2 150 | 754 410 451 to 0 660 | 763 178 631 to 8 660 |
| 734 440 031 to 0 111 | 742 684 849 to 4 890 | 754 438 393 to 8 410 | 763 506 001 to 6 060 |

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| 763 522 141 to 2 470 | 767 024 341 to 4 370 | 773 231 311 to 1 340 | 776 817 421 to 7 450 |
| 763 717 694 to 7 800 | 767 326 471 to 6 590 | 773 348 739 to 8 940 | 776 951 225 to 1 250 |
| 763 826 461 to 6 520 | 767 332 561 to 2 950 | 773 575 891 to 5 950 | 777 297 421 to 7 510 |
| 763 900 460 to 0 471 | 768 009 841 to 9 960 | 773 858 011 to 8 100 | 777 621 721 to 1 750 |
| 763 900 479 to 0 530 | 768 011 489 to 1 520 | 773 892 721 to 7 190 | 777 810 309 to 0 330 |
| 763 917 271 to 7 750 | 768 177 980 to 7 990 | 773 958 061 to 8 660 | 778 049 651 to 9 670 |
| 764 125 801 to 5 860 | 768 391 081 to 1 170 | 774 107 161 to 7 190 | 778 106 225 to 6 310 |
| 764 284 525 to 4 560 | 768 661 569 to 1 650 | 774 177 226 to 7 270 | 778 218 730 to 8 780 |
| 764 526 241 to 6 330 | 769 000 051 to 0 080 | 774 279 481 to 9 810 | 778 251 871 to 1 930 |
| 764 601 421 to 1 600 | 769 050 841 to 0 900 | 774 408 399 to 8 420 | 778 286 911 to 6 940 |
| 764 650 231 to 0 470 | 769 159 081 to 9 178 | 774 431 821 to 2 450 | 778 328 699 to 8 730 |
| 764 984 371 to 4 850 | 769 737 496 to 7 510 | 774 510 451 to 0 780 | 778 567 471 to 7 860 |
| 765 003 667 to 3 680 | 769 778 491 to 8 730 | 774 652 981 to 3 010 | 778 570 771 to 0 830 |
| 765 042 517 to 2 540 | 769 827 331 to 7 450 | 774 778 981 to 9 040 | 778 699 096 to 9 110 |
| 765 194 728 to 4 970 | 770 216 071 to 6 100 | 774 867 481 to 7 510 | 778 779 471 to 9 480 |
| 765 387 365 to 7 450 | 770 723 281 to 3 400 | 774 867 515 to 7 540 | 779 146 205 to 6 230 |
| 765 541 801 to 2 100 | 770 915 150 to 5 490 | 774 934 275 to 4 290 | 779 233 681 to 3 710 |
| 765 638 461 to 8 970 | 771 455 551 to 5 610 | 774 961 261 to 1 290 | 779 316 961 to 7 200 |
| 765 647 101 to 7 190 | 771 609 661 to 9 690 | 775 106 223 to 6 235 | 779 339 221 to 9 400 |
| 765 813 781 to 4 029 | 772 057 224 to 7 440 | 775 106 237 to 6 248 | 779 994 001 to 4 090 |
| 765 879 314 to 9 390 | 772 162 660 to 3 070 | 775 331 515 to 1 550 | 780 103 591 to 3 650 |
| 765 954 001 to 4 030 | 772 718 615 to 8 640 | 775 444 210 to 4 230 | 780 625 208 to 5 920 |
| 766 120 286 to 0 320 | 772 970 890 to 0 940 | 775 579 301 to 9 320 | 780 644 131 to 4 220 |
| 766 125 716 to 5 750 | 773 009 419 to 9 430 | 775 622 683 to 2 760 | 780 711 345 to 1 540 |
| 766 158 824 to 8 840 | 773 112 031 to 2 060 | 776 144 621 to 4 670 | 780 865 851 to 5 920 |
| 766 388 433 to 8 460 | 773 125 387 to 5 410 | 776 154 001 to 4 060 | 780 873 421 to 3 450 |
| 766 509 421 to 9 660 | 773 179 320 to 9 410 | 776 561 041 to 1 100 | 781 503 151 to 3 180 |
| 766 572 901 to 3 020 | 773 202 989 to 3 140 | 777 561 631 to 2 080 | 783 663 991 to 4 050 |
| 766 748 500 to 8 521 | 773 208 991 to 9 290 | 776 657 371 to 7 490 | |

— Postal Inspection Service, 9-5-02

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, 9-5-02

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, 9-5-02

Philately (continued)

STAMP ANNOUNCEMENT 02-40

Christmas — Madonna and Child



Copyright USPS 2001

The Postal Service will issue a 37-cent *Madonna and Child* stamp (Item 670200) in a pressure-sensitive adhesive (PSA), convertible booklet of 20 stamps, on October 10, 2002, in Chicago, Illinois. The stamp, designed by Richard Sheaff, Scottsdale, Arizona, and based on the artwork of Jan Gossaert, goes on sale nationwide October 11, 2002.

The *Madonna and Child* stamp (formerly known as *Holiday Traditional*) has attracted a devoted following. The 2002 issue of the *Madonna and Child* stamp in the *Christmas* series is a detail of Jan Gossaert's oil-on-panel painting of the Madonna and Child, circa 1520, from the Charles H. and Mary F.S. Worcester Collection at The Art Institute of Chicago.

| | |
|-------------------------------|---|
| Issue: | <i>Madonna and Child</i> |
| Item Number: | 670200 |
| Denomination & Type of Issue: | 37-cent Special |
| Format: | Convertible Booklet of 20 (1 design) |
| Series: | <i>Christmas</i> |
| Issue Date & City: | October 10, 2002, Chicago, IL 60607 |
| Artist: | Jan Gossaert, painting from the Charles H. and Mary F.S. Worcester collection at The Art Institute of Chicago |
| Designer: | Richard Sheaff, Scottsdale, AZ 85258 |
| Engraver: | N/A |
| Art Director: | Richard Sheaff, Scottsdale, AZ 85258 |
| Typographer: | Richard Sheaff, Scottsdale, AZ 85258 |
| Modeler: | Banknote Corporation of America, Inc. (BCA) |
| Manufacturing Process: | Offset/Microprinting |
| Printer: | Banknote Corporation of America, Inc. (BCA) |
| Printed at: | Brown Summit, NC |
| Press Type: | Goebel, 670 |
| Stamps per Booklet: | 20 |
| Print Quantity: | 739.2 million stamps |
| Paper Type: | Prephosphored, Type I |
| Gum Type: | Pressure Sensitive |
| Processed at: | BCA, Browns Summit, NC |
| Colors: | Yellow, Cyan, Black, PMS 185 (Red) |
| 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 mm |
| Plate Size: | 400 stamps per revolution |
| Plate Numbers: | "B" followed by four (4) single digits |
| Marginal Markings: | "© 1999 USPS" • Plate numbers • "Peel here to fold" • Self-adhesive stamps • "DO NOT WET" |
| Catalog Item Number(s): | 670240 Convertible booklet of 20 — \$7.40 670261 First Day Cover — \$0.75 670297 Panel — \$8.75 |

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. 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:

CHRISTMAS MADONNA AND CHILD
POSTMASTER
433 W HARRISON ST 9TH FLR
CHICAGO IL 60607-9998

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 November 9, 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 for this stamp issue.

Distribution: Item 670200, \$7.40 Madonna and Child, Convertible Booklet of 20

Stamp distribution offices (SDOs) will receive two automatic distributions of the \$7.40 *Madonna and Child* booklet of 20. The combined total from both waves is approximately one-half the standard automatic distribution quantity for a PSA booklet. Wave 1 distribution began August 14, and will be completed August 28, 2002. Wave 2 distribution begins October 2, and will be completed October 16, 2002. Distributions are rounded up to the nearest master carton size (4,000 booklets).

Initial Supply to Post Offices

From the first automatic distribution, SDOs will make a subsequent automatic distribution to Post Offices of approximately one-fourth their standard automatic distribution quantities using PS Form 3309, *Advice of Shipment/Stamp Invoice*, and PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to Post Offices before October 3, 2002.

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, Memphis, and New York APDs will each receive 400,000 additional booklets, and the Denver APD will receive 200,000 additional booklets.

Philatelic Requirement

Authorized philatelic centers requiring the \$7.40 *Madonna and Child* convertible booklets of 20 must order Item 670200 from their designated SDO using a separate PS Form 17.

— Stamp Services,
Government Relations and Public Policy, 9-5-02

STAMP ANNOUNCEMENT 02-41

Holiday — Snowmen



Copyright USPS 2001

The Postal Service will issue four 37-cent *Snowmen* stamps on October 28, 2002, in Houghton, Michigan. The stamps, designed by Derry Noyes, Washington, DC, and photographed by Sally Andersen-Bruce, New Milford, Connecticut, go on sale nationwide on October 29, 2002. The stamps will be issued in a pressure-sensitive adhesive (PSA) pane of 20 (Item 562500), a double-sided booklet of 20 (Item 670100), a folded vending booklet of 20 (Items 670300 and 670311), and a linerless coil of 100 (Item 781200).

The *Snowmen* stamps, issued as part of the *Holiday* series, feature photographs of four whimsical snowmen figurines. Popular in folklore, literature, and song, snowmen have come to symbolize the joy and magic of the holiday season and often evoke fond childhood memories of playing in the snow.

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. 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:

HOLIDAY SNOWMEN
 POSTMASTER
 702 SHELDEN AVE
 HOUGHTON MI 49931-9998

| | |
|-------------------------------|--|
| Issue: | <i>Snowmen</i> |
| Item Number: | 562500 |
| Denomination & Type of Issue: | 37-cent Special |
| Format: | Pane of 20 (4 designs) |
| Series: | <i>Holiday</i> |
| Issue Date & City: | October 28, 2002, Houghton, MI 49931 |
| Designer: | Derry Noyes, Washington, DC |
| Engraver: | Southern Graphics System |
| Art Director: | Derry Noyes, Washington, DC |
| Typographer: | Derry Noyes, Washington, DC |
| Photographer: | Sally Andersen-Bruce, New Milford, CT |
| Modeler: | Avery Dennison, SPD |
| Manufacturing Process: | Gravure |
| Printer: | Avery Dennison, (AVR) |
| Printed at: | AVR, Clinton, SC |
| Press Type: | Dia Nippon Kiko (DNK) |
| Stamps per Pane: | 20 |
| Print Quantity: | 125 million stamps |
| Paper Type: | Prephosphored, Type II |
| Gum Type: | Pressure Sensitive |
| Processed at: | AVR, Clinton, SC |
| Colors: | Yellow, Cyan, Magenta, Black |
| Stamp Orientation: | Vertical |
| Image Area (w x h): | 0.770 x 1.050in./19.558 x 26.670 mm |
| Overall Size (w x h): | 0.910 x 1.190 in./23.114 x 30.226 mm |
| Full Pane Size (w x h): | 5.375 x 5.875 in./136.525 x 149.225 |
| Plate Size: | 200 stamps per revolution |
| Plate Numbers: | "V" followed by four (4) single digits |
| Marginal Markings: | "© 2001 USPS" • Barcodes (1 upper left edge and 1 lower right) • Plate position • Plate numbers • Price |
| Catalog Item Number(s): | 562520 Block of 4 — \$1.48 562530 Block of 10 — \$3.70 562540 Full pane of 20 w/plate no. — \$7.40 562563 First day cover (set of 4) — \$3.00 562566 Stamped cards (5 sheets) — \$9.75 562593 Full pane w/FDC — \$10.40 562597 Panel — \$8.75 |

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 November 27, 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

The only philatelic product for this stamp issue is Item 881900, Snowmen 23-cent Postal Stamped Card.

Distribution: Item 562500, Snowmen PSA Pane of 20

Stamp distribution offices (SDOs) will receive a full standard, plus an additional one-third, automatic distribution quantity, 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 their full standard automatic distribution quantity for a PSA sheet stamp using PS Form 3309, *Advice of Shipment/Stamp Invoice*, and PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to Post Offices before October 22, 2002.

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, Memphis, Chicago, and New York APDs will each receive an additional 2,120,000 stamps and the Denver APD will receive 960,000 additional stamps.

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 <i>Snowmen</i> Stamps, Item 562500... |
|---|---|
| 1 | 20,000 |
| 2 | 20,000 |
| 3 | 40,000 |
| 4 | 40,000 |
| 5 | 60,000 |
| 6 | 60,000 |
| 7 | 80,000 |
| 8 | 80,000 |
| 9 | 100,000 |
| 12 | 120,000 |
| 13 | 140,000 |
| 16 | 160,000 |
| 19 | 200,000 |

Distribution: Item 670100 Snowmen Double-Sided Booklet of 20 (PSA)

SDOs will receive a full standard automatic distribution quantity, for a PSA booklet. 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 their full standard automatic distribution quantity for a PSA booklet using PS Form 3309, *Advice of Shipment/Stamp Invoice*, and PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to Post Offices before October 22, 2002.

Philatelic Requirement

Authorized philatelic centers requiring the *Snowmen* PSA double-sided booklet of 20 must order Item 670100 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 APD using PS Form 17.

For fulfilling supplemental orders from SDOs, San Francisco, Chicago, Memphis, and New York APDs will each receive 500,000 additional booklets and Denver APD will receive 200,000 additional booklets.

**Distribution: Items 670300 and 670311,
Snowmen Folded Vending Book of 20 (PSA)
(Vending Use Only)**

SDOs will receive automatic distributions of the *Snowmen* folded vending books of 20 (straight and criss-cross). Distributions are rounded up to the nearest master carton size (4,500 books for straight; 3,000 books for criss-cross).

Initial Supply to Post Offices

SDOs *will not* make a subsequent automatic distribution to Post Offices. *Only* Post Offices equipped with the appropriate self-service vending machines may order these items from their designated SDO using a separate PS Form 17. SDOs must not distribute books to Post Offices before October 22, 2002.

Additional Supply

Authorized Post Offices, requiring additional books for restocking of the appropriate self-service vending machines, must requisition them from their designated SDO using PS Form 17.

For fulfilling supplemental orders from SDOs for straight books (Item 670300), San Francisco, Chicago, Memphis, and New York APDs will each receive 225,000 additional booklets and Denver APD will receive 90,000 additional booklets.

For fulfilling supplemental orders from SDOs for criss-cross books (Item 670311), San Francisco, Chicago, Memphis, and New York APDs will each receive 150,000 additional booklets and Denver APD will receive 75,000 additional booklets.

**Distribution: Item 781200, Snowmen Linerless
Coil of 100 (PSA)**

We will provide distribution information for Item 781200, *Snowmen* PSA linerless coil of 100, at a later time.

Issue: *Snowmen*
Item Number: 670100
Denomination & Type of Issue: 37-cent Special
Format: Double-Sided Convertible Booklet of 20 (4 designs)
Series: *Holiday*
Issue Date & City: October 28, 2002, Houghton, MI 49931
Photographer: Sally Andersen-Bruce, New Milford, CT
Designer: Derry Noyes, Washington, DC
Art Director: Derry Noyes, Washington, DC
Typographer: Derry Noyes, Washington, DC
Modeler: Donald H. Woo
Manufacturing Process: Gravure
Printer: Sennett Security Products (SSP)
Printed at: American Packaging Corporation, Columbus, WI
Press Type: Rotomek, 3000
Stamps per Book: 20
Print Quantity: 1,705.2 billion stamps
Paper Type: Prephosphored Type I
Gum Type: Pressure Sensitive
Processed at: Unique Binders, Fredericksburg, VA
Colors: PMS 187 (Red), Cyan, Yellow, Black
Stamp Orientation: Vertical
Image Area (w x h): 0.76 x 1.04 in./19.30 x 26.67 mm
Overall Size (w x h): 0.91 x 1.119 in./23.11 x 30.22 mm
Booklet Size (w x h) : 1.823 x 7.50 in./46.30 x 190.50 mm
Plate Size: 288 stamps per revolution
Plate Numbers: "S" followed by four (4) single digits
Marginal Markings: "© 2001 USPS" • Price • Plate numbers • "Peel here to fold" • Self-adhesive stamps • DO NOT WET • Double sided"
Catalog Item Number(s): 670140 PSA double side book of 20 — \$7.40
670163 First day cover (set of 4) — \$3.00

Issue: *Snowmen*
Item Number: 670300
Denomination & Type of Issue: 37-cent Special
Format: Folded Vending Booklet of 20 (4 designs)
Series: *Holiday*
Issue Date & City: October 28, 2002, Houghton, MI 49931
Photographer: Sally Andersen-Bruce, New Milford, CT
Designer: Derry Noyes, Washington, DC
Engraver: Southern Graphic Systems
Art Director: Derry Noyes, Washington, DC
Typographer: Derry Noyes, Washington, DC
Modeler: Avery Dennison, SPD
Manufacturing Process: Gravure
Printer: Avery Dennison, (AVR)
Printed at: AVR, Clinton, SC
Press Type: Dia Nippon Kiko (DNK)
Stamps per Booklet: 20
Print Quantity: 4,049,500 stamps
Paper Type: Prephosphored, Type II
Gum Type: Pressure Sensitive
Processed at: AVR, Clinton, SC
Colors: Yellow, Cyan, Magenta, Black
Stamp Orientation: Vertical
Image Area (w x h): 0.720 x 0.818 in./18.288 x 20.777 mm
Overall Size (w x h): 0.870 x 0.982 in./22.098 x 24.943 mm
Full Booklet Size (w x h): 10.375 x 1.74 in./263.525 x 44.196 mm
Plate Size: 5 books across x 3 books around (15 per press sheet)
Plate Numbers: "V" followed by four (4) single digits
Marginal Backside Markings: "© 2001 USPS" • Plate numbers • Price Barcode • USPS Logo • "Greetings • 4 Different Designs • Twenty 37c Self-adhesive Stamps • Have you visited our web site lately?"
Catalog Item Number(s): 670340 Vending Book of 20 — \$7.40

Issue: *Snowmen*
 Item Number: 781200
 Denomination & Type of Issue: 37-cent Special
 Format: Linerless Coil of 100 (4 designs)
 Series: *Holiday*
 Issue Date & City: October 28, 2002, Houghton, MI 49931
 Designer: Derry Noyes, Washington, DC
 Engraver: Acitronics
 Art Director: Derry Noyes, Washington, DC
 Typographer: Derry Noyes, Washington, DC
 Photographer: Sally Andersen-Bruce, New Milford, CT
 Modeler: Guilford Gravure Inc., Guilford, CT
 Manufacturing Process: Gravure
 Printer: Guilford Gravure, Inc. (GFD)
 Printed at: Guilford Gravure Inc., Guilford, CT
 Press Type: Cerutti, R118
 Stamps per Coil: 100
 Print Quantity: 300 million stamps
 Paper Type: Prephosphored, Type II
 Gum Type: Pressure Sensitive
 Processed at: Guilford Gravure, Guilford, CT
 Colors: Magenta, Cyan, Yellow, Black
 Stamp Orientation: Horizontal
 Image Area (w x h): 0.71 x 0.82 in./18.03 x 20.82 mm
 Overall Size (w x h): 0.87 x 0.982 in./22.09 x 24.94 mm
 Full Pane Size (w x h): N/A
 Plate Size: 384 stamps per revolution
 Plate Numbers: "G" followed by four (4) single digits every 12th and 24th stamps
 Catalog Item Number(s): 781240 Coil of 100 — \$37.00
 781263 First day cover (set of 4) — \$3.00

Issue: *Snowmen*
 Item Number: 881900
 Denomination & Type of Issue: 23-cent Postal Stamped Card
 Format: \$9.75 Postal Stamped Card Set
 Series: *Holiday*
 Issue Date & City: October 28, 2002, Houghton, MI 49931
 Photographer: Sally Andersen-Bruce, New Milford, CT
 Designer: Derry Noyes, Washington, DC
 Art Director: Derry Noyes, Washington, DC
 Typographer: Derry Noyes, Washington, DC
 Engraver: N/A
 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: Komori, Lithrone
 Cards per Set: 20
 Print Quantity: 50,000 sets (cards)
 Paper Type: Phosphor tagged
 Gum Type: N/A
 Processed at: BCA, Greensboro, NC
 Colors:
 Front: Yellow, Magenta, Cyan, Black + Aqueous Coating, 200 line screen
 Back: Yellow, Magenta, Cyan, Black + Phosphor, 150 line screen
 Stamp Orientation: Vertical
 Sheet Size (w x h): 8.5 x 11.0 in./215.90 x 279.40 mm
 Card Size (w x h): 4.25 x 5.50 in./107.95 x 139.70 mm
 Plate Size: 36 cards per revolution
 Plate Numbers: N/A
 Marginal/Backside Markings:
 Front: "Greetings"
 Back: Black line ? "© 2002 USPS"
 Catalog Item Number(s) 562566 Snowmen stamped cards — \$9.75

STAMP ANNOUNCEMENT 02-42

Irving Berlin Commemorative Stamp



Copyright USPS 2001

The Postal Service will issue a 37-cent *Irving Berlin* commemorative stamp (Item 452300) in a pressure-sensitive adhesive (PSA) pane of 20 on September 15, 2002, in New York, New York. The stamp, designed by Greg Berger, Bethesda, Maryland, goes on sale nationwide September 16, 2002.

With the issuance of this stamp, the Postal Service honors accomplished songwriter Irving Berlin. A man of the people who had an ear for the types of songs that would be universally appealing, Berlin helped change the direction of American popular music. During his long career he wrote more than 1,000 songs, many of which are still favorites today.

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. 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:

IRVING BERLIN COMMEMORATIVE STAMP
POSTMASTER
421 8TH AVE RM 2029B
NEW YORK NY 10199-9991

| | |
|-------------------------------|---|
| Issue: | <i>Irving Berlin</i> |
| Item Number: | 452300 |
| Denomination & Type of Issue: | 37-cent Commemorative |
| Format: | Pane of 20 (1 design) |
| Series: | N/A |
| Issue Date & City: | September 15, 2002, New York, NY 10199 |
| Designer: | Greg Berger, Bethesda, MD |
| Engraver: | Southern Graphics System, Inc. |
| Art Director: | Ethel Kessler, Bethesda, MD |
| Typographer: | Greg Berger, Bethesda, MD |
| Existing Photo: | Edward Steichen |
| Modeler: | Avery Dennison, Security Printing Division |
| Manufacturing Process: | Gravure |
| Printer: | Avery Dennison (AVR) |
| Printed at: | AVR, Clinton, SC |
| Press Type: | Dia Nippon Kiko (DNK) |
| Stamps per Pane: | 20 |
| Print Quantity: | 61 million stamps |
| Paper Type: | Prephosphored, Type II |
| Gum Type: | Pressure Sensitive |
| Processed at: | AVR, Clinton, SC |
| Colors: | Magenta, Yellow, Cyan, Black |
| Stamp Orientation: | Vertical |
| Image Area (w x h): | 0.840 x 1.410 in./21.336 x 35.814 mm |
| Overall Size (w x h): | 0.990 x 1.560 in./25.146 x 39.624 mm |
| Full Pane Size (w x h): | 5.875 x 6.50 in./149.225 x 1 65.10 mm |
| Plate Size: | 200 stamps per revolution |
| Plate Numbers: | "V" followed by four (4) single digits |
| Marginal Markings: | Plate numbers in all four corners • 2 barcodes (upper right & lower left) |
| Catalog Item Number(s): | 452320 Block of 4 — \$1.48 452330 Block of 10 — \$3.70 452340 Full pane of 20 w/plate no. — \$7.40 452364 First day cover — \$0.75 452393 Full pane w/FDC — \$8.15 |

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 15, 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 453500, 37-cent Irving Berlin Commemorative Stamp

Stamp distribution offices (SDOs) will receive 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 quantities using PS Form 3309, *Advice of Shipment/Stamp Invoice*, and PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to Post Offices before September 10, 2001.

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 Irving Berlin Commemorative Stamp, Item 452300... |
|---|---|
| 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 280,000 additional stamps; the Chicago and Memphis APDs will each receive 320,000 additional stamps; the Denver APD will receive 80,000 additional stamps; and the New York APD will receive 400,000 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, 9-5-02*

STAMP ANNOUNCEMENT 02-43

Legends of Hollywood — Cary Grant



Copyright USPS 2002

The Postal Service will issue a 37-cent *Cary Grant* stamp (Item 452900) in a pressure-sensitive adhesive (PSA), pane of 20 stamps, on October 15, 2002, in Los Angeles, California. The stamp, designed by Carl Herrman, Carlsbad, California, and illustrated by Michael Deas, New Orleans, Louisiana, goes on sale nationwide October 16, 2002.

With the issuance of this eighth stamp in the *Legends of Hollywood* series, the Postal Service honors American film legend Cary Grant. As one of the silver screen's most beloved actors, Grant charmed audiences as a debonair leading man, bringing wit and sophistication to his varied roles in more than 70 movies. Born Archibald Leach in Bristol, England, he came to the United States in 1920. In 1942, he legally changed his name to Cary Grant and became a citizen of the United States, 10 years after his first feature film, *This is the Night*. In 1999, the American Film Institute announced Grant ranked second among the top 25 men in its list of 50 greatest American screen legends.

| | |
|-------------------------------|---|
| Issue: | <i>Cary Grant</i> |
| Item Number: | 452900 |
| Denomination & Type of Issue: | 37-cent Commemorative |
| Format: | Pane of 20 with selvage (1 design) |
| Series: | <i>Legends of Hollywood</i> |
| Issue Date & City: | October 15, 2002, Los Angeles, CA 90001 |
| Designer: | Carl Herrman, Carlsbad, CA |
| Art Director: | Carl Herrman, Carlsbad, CA |
| Typographer: | Carl Herrman, Carlsbad, CA |
| Illustrator: | Michael Deas, New Orleans, LA |
| 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 Pane: | 20 |
| Print Quantity: | 80 million stamps |
| Paper Type: | Phosphored, Tagged |
| Gum Type: | Pressure Sensitive |
| Processed at: | Unique Binders, Fredericksburg, VA |
| Colors: | Magenta, Yellow, Cyan, Black, PMS 8421, Black |
| Stamp Orientation: | Vertical |
| Image Area (w x h): | 0.84 x 1.41 in./21.34 x 35.81 mm |
| Overall Size (w x h): | 0.99 x 1.56 in./25.15 x 39.62 mm |
| Pane Size (w x h): | 8.57 x 7.208 in./217.68 x 183.08 mm |
| Plate Size: | 120 stamps per revolution |
| Plate Numbers: | "S" followed by six (6) single digits |
| Marginal Markings: | "© 2002 USPS" • Price • Plate numbers in four corners • Plate position diagram • (2) UPC codes on reverse side |
| Catalog Item Number(s): | 452920 Block of 4 — \$1.48 452930 Block of 10 — \$3.70 452940 Full pane of 20 w/plate no. — \$7.40 452961 First day cover — \$0.75 452962 First day cover — Full pane — \$9.90 452984 Press sheet — \$44.40 452993 Full pane w/first day cover — \$8.15 452997 Panel — \$8.75 |

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. 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:

LEGENDS OF HOLLYWOOD CARY GRANT
 POSTMASTER
 7001 S CENTRAL AVE RM 338
 LOS ANGELES CA 90052-9998

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 November 14, 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 for this stamp issue.

Distribution: Item 452900, 37-cent Cary Grant, PSA Pane of 20

Stamp distribution offices (SDOs) will receive two-thirds 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 quantities using PS Form 3309, *Advice of Shipment/Stamp Invoice*, and PS Form 17, *Stamp Requisition*. SDOs must not distribute stamps to Post Offices before October 9, 2002.

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 1,080,000 additional stamps; the Chicago, Memphis, and New York APDs will receive 960,000 additional stamps; and the Denver APD will receive 440,000 additional stamps.

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>Cary Grant</i> Commemorative Stamp, Item 452900... |
|---|---|
| 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 |

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, 9-5-02

UPDATED ANNOUNCEMENT 02-E

2002 Stamps and Postal Stationery

"2002 Stamps and Postal Stationery" (Announcement 02-E, September 2002), which appears on page 71, 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, 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 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, 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, 9-5-02



2002 STAMPS AND POSTAL STATIONERY

This schedule is subject to change.

Announcement 02-E (September 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.

| 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 (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 |
| | 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 |
| | 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 |
| | 83¢ Edna Ferber (3 oz.) | Jul 29 | Appleton, WI 54911 | PSA pane of 20 | Aug 28 |

CUT ALONG DOTTED LINE



| NOTE | ISSUE | FIRST DAY OF ISSUE | FIRST DAY CITY/STATE | FORMAT | DEADLINE |
|------|--|---------------------|--|--|----------|
| | \$3.85 Jefferson Memorial (Priority Mail) | Jul 30 (nationwide) | Washington, DC 20066 | PSA pane of 20 | Aug 29 |
| | \$13.65 U.S. Capitol at Dusk (Express Mail) | Jul 30 (nationwide) | Washington, DC 20066 | PSA pane of 20 | Aug 29 |
| | 37¢ Official Mail | Aug 2 (nationwide) | Washington, DC 20066 (no ceremony) | Gummed coil of 100; #10 stamped envelope | Sep 2 |
| N | Graphic Eagle Envelope (non-denominated USA Presorted Standard, 10¢ value) | Aug 8 | Washington, DC 20066 (no ceremony) | #10 stamped envelope | Sep 7 |
| | 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 STAMPSHOW 2002) | PSA pane of 20 with header, 4 designs | Sep 14 |
| | 37¢ Love (1 oz.) | Aug 16 | Atlantic City, NJ 08401 (American Philatelic Society STAMPSHOW 2002) | PSA convertible booklet of 20 | Sep 16 |
| | 60¢ Love (2 oz.) | Aug 16 | Atlantic City, NJ 08401 (American Philatelic Society STAMPSHOW 2002) | 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 |
| C | 37¢ Irving Berlin | Sep 15 | New York, NY 10199 | PSA pane of 20 | Oct 15 |
| | 37¢ Neuter or Spay | Sep 20 (nationwide) | Denver, CO 80202 | PSA pane of 20 with header, 2 designs | Oct 21 |
| | 37¢ Christmas: Gossaert | Oct 10 | Chicago, IL 60607 | PSA convertible booklet of 20 | Nov 9 |
| | 37¢ Holiday: Kwanzaa (re-issue, new rate) | Oct 10 | Washington, DC 20066 (no ceremony) | PSA pane of 20 | Nov 9 |
| | 37¢ Holiday: Hanukkah (re-issue, new rate) | Oct 10 | Washington, DC 20066 (no ceremony) | PSA pane of 20 | Nov 9 |
| | 37¢ Holiday: Eid (re-issue, new rate) | Oct 10 | Washington, DC 20066 (no ceremony) | PSA pane of 20 | Nov 9 |
| C | 37¢ Cary Grant (Legends of Hollywood) | Oct 15 | Los Angeles, CA 90001 | PSA pane of 20 with selvage | Nov 14 |
| N | Sea Coast (non-denominated, nonprofit, 5¢ value) | Oct 21 | Washington, DC 20066 (no ceremony) | PSA coil of 10,000 | Nov 20 |
| | 37¢ Hawaiian Missionaries | Oct 24 | New York, NY 10199 (American Stamp Dealers Association Stamp Show) | Gummed souvenir sheet of 4, 4 designs | Nov 23 |
| N | 37¢ Happy Birthday (re-issue, new rate) | Oct 25 | New York, NY 10199 (American Stamp Dealers Association Stamp Show) (no ceremony) | PSA pane of 20 | Nov 23 |
| | 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 |
| N | 37¢ Greetings from America (re-issue, new rate) | TBD | TBD | PSA pane of 50, 50 designs | 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.



American Commemorative Collectibles



Get your 50 *Greetings from America* stamps and a beautifully designed American Commemorative Collectible panel for only \$21.95.

American Commemorative Collectibles make wonderful gifts for yourself and others and are a wonderful way to enhance your stamp collection.

To order the *Greetings from America* panel (Item 562397) or to subscribe to or get more information about any of the American Commemorative Collectibles listed below, call 800-STAMP-24. Customers may order *Greetings from America* panels and other items online by visiting the Postal Service Web site at www.usps.com; click on *Buy Stamps & More*, and then *Shop the Postal Store*.

American Commemorative Collectibles are an easy and affordable way to acquire all of your stamp collectibles! Choose any or all of the following official American Commemorative Collectibles to enhance your display of stamps.

American Commemorative Panels

Obtain photo or steel engravings, mint condition stamps, and subject-related text presented on a beautifully designed page. These are only \$6.00* each, depending on the value of the stamps.



American Commemorative Collection

This collection is an easy and uniform way to collect and learn about commemorative issues. Just mount the stamps on the specially designed sheet and place them in a three-ring binder. These are just \$3.25* each, depending on the value of the stamps.

American Commemorative Cancellations

Get first day cancellations and stamp(s) that have been affixed to colorful, specially tinted sheets to enhance your display. These are about \$2.00* each, depending on the value of the stamps.



First Day of Issue Ceremony Programs

Receive detailed information about each first day of issue ceremony held for all new stamps and stationery issuances. Collect these valuable programs for only \$4.95 each.

Standing Order Service

Buy the commemoratives, definitives, and special stamps of your choice in the format(s) that you choose. Prices vary depending on selection.



*Prices subject to change without notice.

Order now. Establish your American Commemorative Collectibles account(s).

— Stamp Services,
Government Relations and Public Policy, 9-5-02

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 postmarked no later than 30 days following the requested pictorial cancellation date.*

All requests must include a stamped envelope or postcard bearing at least the minimum First-Class Mail® postage. 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.



August 6, 2002
ANNIVERSARY STATION
POSTMASTER
PO BOX 9998
SCHLEY VA 23154-9998

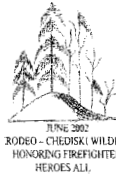
The following cancellations are grouped together.



SEPTEMBER 11, 2002
WILDFIRE STATION
POSTMASTER
PO BOX 9998
CLAY SPRINGS AZ 85923-9998

September 11, 2002

WILDFIRE STATION
POSTMASTER
PO BOX 9998
CLAY SPRING CITY AZ 85923-9998



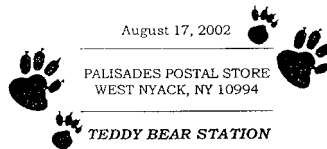
SEPTEMBER 11, 2002
WILDFIRE STATION
POSTMASTER
PO BOX 9998
PINEDALE AZ 85934-9998

WILDFIRE STATION
POSTMASTER
PO BOX 9998
PINEDALE AZ 85934-9998



ST LOUIS, MO 63117
* AUGUST 16, 2002 *

August 16, 2002
Build-A-Bear
TEDDY BEAR CENTENNIAL
STATION
POSTMASTER
1720 MARKET ST
ST LOUIS MO 63155-9998



August 17, 2002
TEDDY BEAR STATION
POSTMASTER
PO BOX 9998
WEST NYACK NY 10994-6603



TEDDY BEAR
CENTENNIAL STATION
1902 - 2002
August 16, 2002
Jacksonville, FL 32256

August 16, 2002
Postal Service
TEDDY BEAR CENTENNIAL
STATION
POSTMASTER
1100 KINGS RD
JACKSONVILLE FL 32203-9998



August 17, 2002
First Federal Bank
TONTITOWN GRAPE FESTIVAL
STATION
POSTMASTER
PO BOX 9998
TONTITOWN AR 72770-9998

August 17, 2002
First Federal Bank
TONTITOWN GRAPE FESTIVAL
STATION
POSTMASTER
PO BOX 9998
TONTITOWN AR 72770-9998



August 17, 2002
 Town of Machias
 BLUEBERRY FESTIVAL
 STATION
 POSTMASTER
 51 COURT ST
 MACHIAS ME 04654-9998



SURF CULTURE:
 THE ART HISTORY OF SURFING
 LAGUNA ART MUSEUM STATION
 AUGUST 31, 2002
 LAGUNA BEACH, CA 92651

August 31, 2002
 LAGUNA ART MUSEUM
 STATION
 POSTMASTER
 29911 NIGUEL RD
 LAGUNA NIGUEL CA
 92607-9998



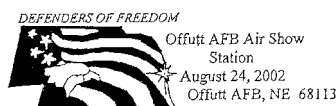
August 19, 2002
 Uncover Corporation
 OLD GLORY STATION
 POSTMASTER
 25 DORCHESTER AVE
 BOSTON MA 02205-9998

USS FREDERICK LST 1184
 THE LAST LST

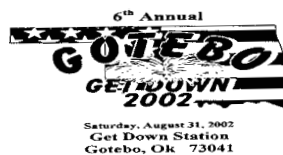


U.S. LST ASSOCIATION STATION
 ST LOUIS MO 63102 • AUG 31, 2002

August 31, 2002
 US Navy and Coast Guard Annual
 Reunion Committee
 US LST ASSOCIATION STATION
 POSTMASTER
 1720 MARKET ST
 ST LOUIS MO 63155-9998



August 24-25, 2002
 Offutt Air Show
 OFFUTT AFB AIR SHOW
 STATION
 PHILATELIC WINDOW MO
 1124 PACIFIC ST
 OMAHA NE 68108-9998



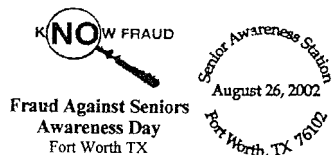
August 31, 2002
 GET DOWN STATION
 POSTMASTER
 11 WEST COMMERCIAL
 GOTEBO OK 73041-9998



August 25, 2002
 SURF CITY STATION
 POSTMASTER
 6771 WARNER AVE
 HUNTINGTON BEACH CA
 92647-9998



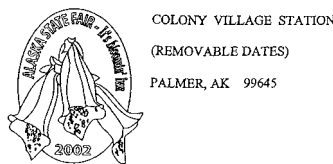
September 2, 2002
 City of Cedar Falls
 CEDAR FALLS
 SESQUICENTENNIAL STATION
 POSTMASTER
 PO BOX 9998
 CEDAR FALLS IA 50613-9998



August 26, 2002
 Fort Worth Post Office
 SENIOR AWARENESS STATION
 POSTMASTER
 251 WEST LANCASTER
 FORT WORTH TX 76102-9998



September 4, 2002
 IAFCI STATION
 POSTMASTER
 25 DORCHESTER AVE RM 4009
 BOSTON MA 02205-9998



August 27-September 2, 2002
 Alaska State Fair
 COLONY VILLAGE STATION
 POSTMASTER
 500 SOUTH COBB
 PALMER AK 99645-9998



September 5, 2002
 Fulton Opera House
 ANNIVERSARY STATION
 POSTMASTER
 48 WEST CHESTNUT ST
 LANCASTER PA 17608-9998



August 28, 2002
 TIP OFF CELEBRATION
 STATION
 POSTMASTER
 125 WEST SOUTH S
 INDIANAPOLIS IN 46206-9998



September 6, 2002
 HERITAGE FAIR STATION
 POSTMASTER
 137 WEST STATE ST
 PENDLETON IN 46064-9998



September 6, 2002
 FAQ Schwartz Boston
 TEDDY BEAR STATION
 POSTMASTER
 25 DORCHESTER AVE RM 4009
 BOSTON MA 02205-9998



TAYLORSVILLE
 Sesquicentennial Station
 SEPTEMBER 7, 2002
 BEAUTIFUL
 INDIAN VALLEY
 TAYLORSVILLE CA 95983

September 7, 2002
 Taylorsville Post Office
 TAYLORSVILLE
 SESQUICENTENNIAL STATION
 POSTMASTER
 4368 MAIN
 TAYLORSVILLE CA 95983-9998

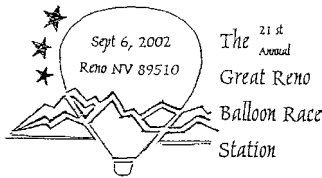


September 6-8, 2002
 BLACK SWAMP ARTS
 FESTIVALSTATION
 POSTMASTER
 PO BOX 9998
 BOWLING GREEN OH
 43402-9998



Septemberfest Station
 Pennsville, NJ 08070
 September 7, 2002

September 7, 2002
 Septemberfest Committee
 SEPTEMBERFEST STATION
 POSTMASTER
 220 SOUTH BROADWAY
 PENNSVILLE NJ 08070-9998



September 6-8, 2002
 GREAT RENO BALLOON RACE
 STATION
 PHILATELIC CLERK
 2000 VASSAR ST
 RENO NV 89510-9998



ROOTSTOWN STATION
 SEPTEMBER 7, 2002
 ROOTSTOWN, OHIO 44272

September 7, 2002
 Rootstown Bicentennial Committee
 ROOTSTOWN BICENTENNIAL
 STATION
 POSTMASTER
 PO BOX 9998
 ROOTSTOWN OH 44272-9998



September 6-15, 2002
 2002 Kansas State Fair
 2002 KANSAS STATE FAIR
 STATION
 POSTMASTER
 128 EAST 1ST AVE
 HUTCHINSON KS 67501-9998



Newcombs Mountain Quilters
 Quilt Show Station
 September 7, 2002
 Newcomb, NY 12852

September 7, 2002
 The Newcomb Mountain Quilters
 QUILT SHOW STATION
 POSTMASTER
 PO BOX 9998
 NEWCOMB NY 12852-9998



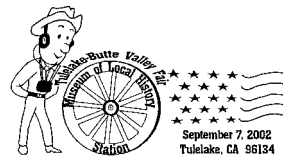
September 6-22, 2002
 PUYALLUP FAIR STATION
 POSTMASTER
 204 2ND ST NORTHWEST
 PUYALLUP WA 98371-9998



September 7, 2002
 Botanica
 BOTANICAS TEDDY BEAR
 PICNIC STATION
 POSTMASTER
 7117 WEST HARRY ST
 WICHITA KS 67276-9998



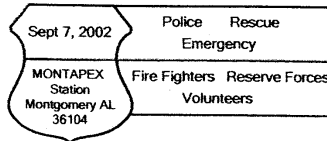
September 7, 2002
 Firehouse Dedication Committee
 HIGH RIDGE FIRE
 PROTECTION DISTRICT
 HDQTRS AND STATION 1
 STATION
 POSTMASTER
 2829 HIGH RIDGE BLVD
 HIGH RIDGE MO 63049-9998



September 7, 2002
 MUSEUM OF LOCAL HISTORY
 STATION
 POSTMASTER
 541 MODOC AVE
 TULELAKE CA 96134-9998



September 7, 2002
 2002 ALTO FALL FESTIVAL
 STATION
 POSTMASTER
 PO BOX 9998
 ALTO MICHIGAN 49302-9998



September 7, 2002
 MONTAPEX STATION
 POSTMASTER
 6701 WINTON BLOUNT BLVD
 MONTGOMERY AL 36119-9813



Sept. 7, 2002
 P. A. A. W. S.
 Station
 Evansville, IN
 47715

http://www.paaws.org

September 7, 2002
 PAAWS Animal Rescue
 PAAWS STATION
 POSTMASTER
 PO BOX 9998
 EVANSVILLE IN 47708-9998

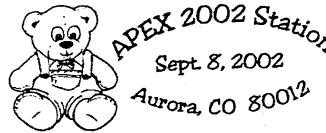


September 7-8, 2002
 Deke Latham Memorial Rodeo
 Committee
 DEKE LATHAM MEMORIAL
 RODEO STATION
 POSTMASTER
 PO BOX 9998
 KAYCEE WY 82639-9998

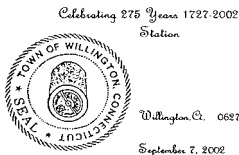


TRI-COUNTY RURITAN'S
 5th ANNUAL FLATWOODS FESTIVAL
 FLATWOODS FESTIVAL STATION
 BENNETT, NC 27208
 SEPTEMBER 07, 2002

September 7, 2002
 Tri-County Ruritan
 FLATWOODS FESTIVAL
 STATION
 POSTMASTER
 PO BOX 9998
 BENNETT NC 27208-9998



September 7-8, 2002
 Aurora Stamp Club
 APEX 2002 STATION
 PHILATELIC CLERK
 16890 EAST ALAMEDA PKWY
 AURORA CO 80017-9998



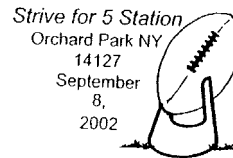
September 7, 2002
 275th Anniversary Committee
 275TH ANNIVERSARY STATION
 POSTMASTER
 11 PHELPS WAY
 WILLINGTON CT 06279-9998



September 8, 2002
 Uncover Corporation
 OLD GLORY STATION
 POSTMASTER
 110 EAST GARDEN ST
 ROME NY 13440-9998



September 7, 2002
 Whiting Community
 WHITING COMMUNITY
 FESTIVAL STATION
 POSTMASTER
 PO BOX 9998
 WHITING VT 05778-9998



September 8, 2002
 Postal Service
 STRIVE FOR 5 STATION
 POSTMASTER
 1200 EILLIAM ST
 BUFFALO NY 14240-9998



CRAFT AND FUN DAY
 STATION
 ROSCOE, MO 64781
 SEPTEMBER 7, 2002

September 7, 2002
 Roscoe Historical Society
 CRAFT AND FUN DAY STATION
 POSTMASTER
 100 PECAN ST
 ROSCOE MO 64781-9998



September 8, 2002
 Wyckoff Fire Dept
 WYCKOFF FIREMAN
 MEMORIAL DEDICATION
 STATION
 POSTMASTER
 411 GREENWOOD AVE
 WYCKOFF NJ 07481-9998

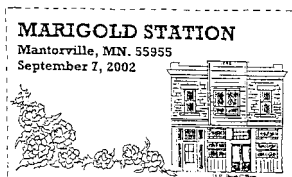


50th
 Anniversary
 Station
 Sept. 7, 2002
 Mabel, MN 55954

September 7-8, 2002
 Mabel Business Association
 50TH ANNIVERSARY STATION
 POSTMASTER
 PO BOX 9998
 MABEL MN 55954-9998



September 9, 2002
 HAPPY BIRTHDAY STATION
 POSTMASTER
 194 WARD ST
 PATERSON NJ 07510-9998



September 7-8, 2002
 Mantorville Restoration
 Association
 MARIGOLD STATION
 POSTMASTER
 PO BOX 9998
 MANTORVILLE MN 55955-9998



September 10, 2002
 City of Jacksonville
 9 11 COMMEMORATION
 STATION
 POSTMASTER
 1100 KINGS RD
 JACKSONVILLE FL 32202-9998



20th Anniversary Station
USS MICHIGAN
SSBN-727
Sep. 11, 2002
Groton, CT 06340

September 11, 2002
20TH ANNIVERSARY STATION
POSTMASTER
100 PLAZA COURT
GROTON CT 06340-9998



September 11, 2002
Norman Post Office — Postal
Service
HEROES OF 2001 STATION
POSTMASTER
129 WEST GRAY ST
NORMAN OK 73069-9998



September 11, 2002
WORLD TRADE CENTER
STATION
POSTMASTER
PO BOX 9998
MONTICELLO NY 12701-9998



September 11, 2002
Tidewater Stamp Club
TALBOT REMEMBERS STATION
POSTMASTER
116 EAST DOVER ST
EASTON MD 21601-9998



September 11, 2002
McCallsburg Post Office
HEROES STATION
POSTMASTER
PO BOX 9998
MCCALLSBURG IA 50154-9998



September 11, 2002
International Institute
HEROES OF 2001 STATION
POSTMASTER
PO BOX 9998
FLINT MI 48502-9998



September 11, 2002
Keep Fort Pierce Beautiful
LIBERTY GARDEN STATION
POSTMASTER
5000 WEST MIDWAY RD
FORT PIERCE FL 34981-9998



September 11, 2002
Unicover Corporation
OLD GLORY STATION
POSTMASTER
421 8TH AVE
NEW YORK NY 10001-9998



September 11, 2002
Warren County Fair
FAIRFIELD VILLAGE STATION
POSTMASTER
102 EAST COURT SQ
MCMINNVILLE TN 37110-9998



September 11, 2002
First United Methodist Church
MEMORIAL STATION
POSTMASTER
PO BOX 9998
BRYANT AR 72022-9998

HONORING OUR FALLEN HEROES
STATION
SEPTEMBER 11, 2002
JAMESTOWN ND 58401-9998



September 11, 2002
Postal Service
HONORING OUR FALLEN
HEROES STATION
POSTMASTER
PO BOX 9998
JAMESTOWN ND 58401-9998



September 11, 2002
Atkins Fire Department
HEROES OF 2001 STATION
POSTMASTER
PO BOX 9998
ATKINS AR 72823-9998



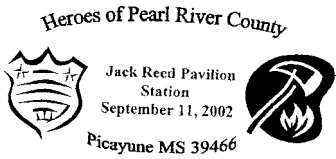
WAR OF 1812 STATION
BATTLE OF PLATTSBURGH
September 11, 2002
Plattsburgh, New York 12901

September 11, 2002
Battle of Plattsburgh Committee
WAR OF 1812 STATION
POSTMASTER
10 MILLER ST
PLATTSBURGH NY 12901-9998

HONORING OUR HEROES

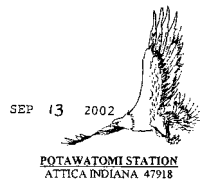


September 11, 2002
Van Etten Fire Dept
HEROES STATION
POSTMASTER
PO BOX 9998
VAN ETTEN NY 14889-9998

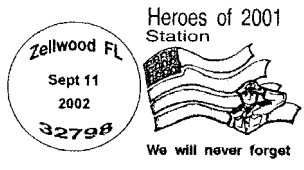


Heroes of Pearl River County
 Jack Reed Pavilion Station
 September 11, 2002
 Picayune MS 39466

September 11, 2002
 JACK REED PAVILION STATION
 POSTMASTER
 120 HWY 11 N
 PICAYUNE MS 39466-9998

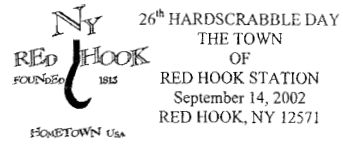


September 13-15, 2002
 Potawatomi Festival Committee
 POTAWATOMI STATION
 POSTMASTER
 PO BOX 9998
 ATTICA IN 47918-9998

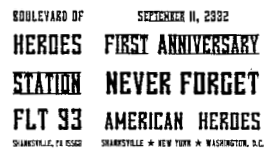


Heroes of 2001 Station
 Zellwood Post Office
 HEROES OF 2001 STATION
 POSTMASTER
 3125 NORTH WASHINGTON ST
 ZELLWOOD FL 32798-9998

September 11, 2002
 Zellwood Post Office
 HEROES OF 2001 STATION
 POSTMASTER
 3125 NORTH WASHINGTON ST
 ZELLWOOD FL 32798-9998



September 14, 2002
 THE TOWN OF RED HOOK STATION
 POSTMASTER
 PO BOX 9998
 RED HOOK NY 12571-9998



September 11, 2002
 Shanksville Post Office
 BOULEVARD OF HEROES STATION
 POSTMASTER
 PO BOX 9998
 SHANKSVILLE PA 15560-9998



September 14, 2002
 New Hampshire Collectors Exhibition Committee
 NH COLLECTORS EXHIBITION
 POSTAL STATION
 OFFICER IN CHARGE
 12 LOUDON RD UNIT 3
 CONCORD NH 03301-9998



September 11, 2002
 UNITED WE STAND STATION
 POSTMASTER
 421 EIGHTH AVE ROOM 2029 B
 NEW YORK NY 10199-9998



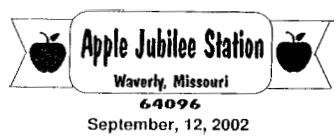
September 14, 2002
 Geneva Stoesz for Heritage Village
 30TH ANNIVERSARY HERITAGE VILLAGE STATION
 POSTMASTER
 PO BOX 9998
 MOUNTAIN LAKE MN 56159-9998



September 12, 2002
 BATTLE OF ANTIETAM STATION
 POSTMASTER
 44 WEST FRANKIN ST
 HAGERSTOWN MD 21740-9998



September 14, 2002
 Randolph County Old Settlers Reunion
 LOG CABIN STATION
 POSTMASTER
 110 SOUTH MAIN
 HUNTSVILLE MO 65259-9998



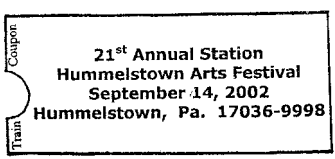
September 12-14, 2002
 Waverly Jaycees
 APPLE JUBILEE STATION
 POSTMASTER
 110 EAST KELLING AVE
 WAVERLY MO 64096-9998



September 14, 2002
 CT State Firefighters Association
 HOOK N HOSE 119TH ANNUAL CONVENTION STATION
 POSTMASTER
 150 MAIN ST
 THOMASTON CT 06787-9998



September 12-15, 2002
 ROARING BACK IN 2002 STATION
 POSTMASTER
 2000 VASSAR ST
 RENO NV 89510-9998



September 14, 2002
 Hummelstown Arts Festival
 21ST ANNUAL STATION
 POSTMASTER
 PO BOX 9998
 HUMMELSTOWN PA 17036-9998



September 14, 2002
 Uncover Corporation
 OLD GLORY STATION
 POSTMASTER
 900 EAST FAYETTE ST
 BALTIMORE MD 21233-9998



September 14, 2002
 Laddonia Betterment Association
 LADDONIA FAMILY FUN DAY
 STATION
 POSTMASTER
 303 WEST 4TH
 LADDONIA MO 63352-9998



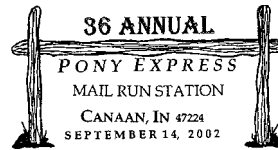
September 14, 2002
 The Stratford Historical Society
 STRATFORD MUSIC FESTIVAL
 STATION
 POSTMASTER
 PO BOX 9998
 STRATFORD NY 13470-9998



September 14, 2002
 New Scotland Historical Association
 PLUM FEST 2002 STATION
 POSTMASTER
 357 DELAWARE AVE
 DELMAR NY 12054-9998



September 14, 2002
 Kimball Station
 THE WOODEN NICKEL STATION
 POSTMASTER
 E FM 56
 KOPPERL TX 76652-9998



September 14, 2002
 PONY EXPRESS MAIL RUN
 STATION
 POSTMASTER
 8842 NORTH MAIN ST
 CANAAN IN 47224-9998



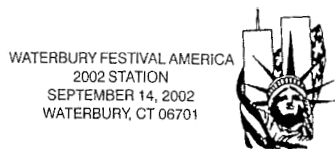
September 14, 2002
 Post Office
 POLICE EXPO 2002 STATION
 POSTMASTER
 PO BOX 9998
 LYNBROOK NY 11563-9998



September 14-15, 2002
 Lac Ste Claire Fine Art Fair
 LAC STE CLAIRE STATION
 POSTMASTER
 23125 GREATER MACK AVE
 ST CLAIR SHORES MI
 48080-9998



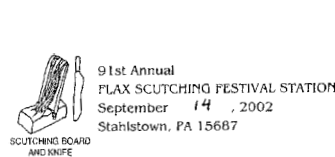
September 14, 2002
 Post Office Centennial
 100 YEARS STATION
 POSTMASTER
 PO BOX 9998
 DALTON NE 69131-9998



September 14-15, 2002
 Postal Service
 WATERBURY FESTIVAL
 AMERICA 2002 STATION
 CRC
 135 GRAND ST
 WATERBURY CT 06701-9998



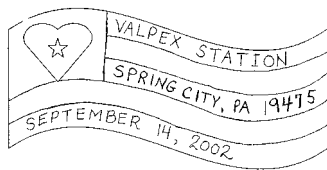
September 14, 2002
 Bureau County Homestead
 Festival
 BUREAU COUNTY FESTIVAL
 STATION
 POSTMASTER
 326 SOUTH MAIN ST
 PRINCETON IL 61356-9998



September 14-15, 2002
 Flax Scutching Festival
 Committee
 FLAX SCUTCHING FESTIVAL
 STATION
 POSTMASTER
 PO BOX 9998
 STAHLSTOW PA 15687-9998



September 14, 2002
 GULF BUILDING RESTORATION
 STATION
 POSTMASTER
 200 NORTH TEXAS AVE
 ODESSA TX 79761-9998



September 14-15, 2002
 Springford Philatelic Society
 VALDEX STATION
 POSTMASTER
 124 NEW ST
 SPRING CITY PA 19475-9998



September 15, 2002
 Postal Service
 MILWAUKEE PUBLIC MUSEUM
 STATION
 POSTMASTER
 PO BOX 5066
 MILWAUKEE WI 53201-9998



September 18, 2002
 USS O'BRIEN DD 725 REUNION
 STATION
 PHILATELIC CLERK
 2000 VASSAR ST
 RENO NV 89510-9998



The Historical Society
 of
 East Hanover Township,
 Dauphin County
 8th Anniversary Station
 Grantville, Pa. 17028
 September 15th, 2002

September 15, 2002
 Historical Society of East Hanover
 Township
 8TH ANNIVERSARY STATION
 POSTMASTER
 PO BOX 9998
 GRANTVILLE PA 17028-9998



September 18, 2002
 USS SWENSON DD 729
 REUNION STATION
 PHILATELIC CLERK
 2000 VASSAR ST
 RENO NV 89510-9998



Modern Woodman
 of America
 Centennial Picnic
 STATION
 August 15, 2002
 Martinsburg, MO 65264
 100 Years of Family, Friends, and Fun!

September 15-17, 2002
 City of Martinsburg
 MODERN WOODMAN OF
 AMERICA CENTENNIAL PICNIC
 STATION
 POSTMASTER
 PO BOX 9998
 MARTINSBURG MO 65264-9998



September 19, 2002
 Submarine Veterans Western
 Lake Superior Base
 DOLPHIN STATION
 POSTMASTER
 2800 WEST MICHIGAN ST
 DULUTH MN 55806-9998



U. S. Constitution 1787-2002
 Citizenship Day
 Historic Station
 September 17, 2002
 Port Chester, NY 10573

September 17, 2002
 US CONSTITUTION 1787 TO
 2002 CITIZENSHIP DAY
 HISTORIC STATION
 POSTMASTER
 PO BOX 9998
 PORT CHESTER NY
 10573-9998

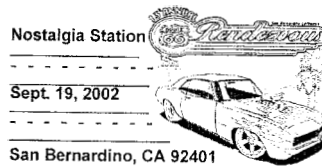


September 19, 2002
 Lapeer County Bank and Trust
 CENTENNIAL STATION
 POSTMASTER
 567 WEST NEPESSING ST
 LAPEER MI 48446-8550



35th Anniversary
 Beloit College
 Martin Luther King, Jr.
 Collection on
 Non-Violence
 Beloit College Station
 September 18, 2002
 Beloit, WI 53511

September 18, 2002
 BELOIT COLLEGE STATION
 POSTMASTER
 PO BOX 9998
 BELOIT WI 53511-9998



September 19-22, 2002
 San Bernardino Visitor and
 Convention Bureau's Route 66
 Rendezvous
 NOSTALGIA STATION
 POSTMASTER
 390 WEST 5TH ST
 SAN BERNARDINO CA
 92401-9998

— Stamp Services,
 Government Relations and Public Policy, 9-5-02

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, 9-5-02*



Paul Campbell, Couture Designer
Campbell Coutures
Bronx, NY

A perfect fit

brought to you by  UNITED STATES POSTAL SERVICE.

Priority Mail® service: "When a woman gets married, she is on display for the day. I put her in the spotlight," Paul says proudly. He creates custom-made bridal gowns with an Afrocentric twist. Paul attributes his success to the individual attention he gives each of his clients. Which is why he really values Priority Mail® delivery from the United States Postal Service®. When finishing a gown for a client, he knows that he can ship as soon as it's ready. And when he receives a call from the ecstatic bride-to-be, Paul knows the Postal Service™ is committed to helping his business run beautifully.

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A fast impression

brought to you by  UNITED STATES POSTAL SERVICE.

 **PRIORITY MAIL**
UNITED STATES POSTAL SERVICE

www.usps.com

EXPRESS MAIL
UNITED STATES POSTAL SERVICE

Gwen Richardson, Founder
CUSHCITY.COM
Houston, TX

Express Mail® service: "In just a few years, we have become one of the most highly-trafficked African American e-commerce sites on the Internet," Gwen notes. The numbers prove it – her Web site receives over a million impressions every month. To provide her customers with speedy delivery, Gwen uses Priority Mail® and Express Mail® services to ship orders. She's found that using the United States Postal Service® for expedited shipping is cost-effective for her growing business. And as Gwen can tell you, the fast, reliable service really leaves the right impression with her customers.

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www.usps.com/focusmail

Post Offices

Post Office Changes

| Old/ New | Finance No. | ZIP Code | State | P.O. Name | County/ Parish | Station/Branch/ Unit | Unit Type | Effective Date | Comments |
|-------------|----------------|-------------|-------|----------------|-------------------|-------------------------|--------------------------|-------------------|---|
| Old | 17-3795 | 47177 | IN | Henryville | Clark | Underwood | Community Post Office | 07/31/2002 | Community Post Office discontinued. Retain ZIP Code and place name. Continue to use Underwood IN 47177 as last line of address. |
| New | 17-3795 | 47177 | IN | Henryville | Clark | Underwood | Place Name | 07/31/2002 | |
| Old | 19-9889 | 67747 | KS | Winona | Logan | Monument | Community Post Office | 02/09/2002 | Community Post Office and ZIP Code discontinued. Establish a place name. Monument KS becomes an acceptable last line for use with ZIP Code 67764. |
| New | 19-9889 | 67764 | KS | Winona | Logan | Monument | Place Name | 02/09/2002 | |
| Old | 20-5792 | 41150 | KY | Olive Hill | Carter | Jacobs | Community Post Office | 07/20/2002 | Community Post Office and ZIP Code discontinued. Establish a place name. Jacobs KY becomes an acceptable last line for use with ZIP Code 41164. |
| New | 20-5792 | 41164 | KY | Olive Hill | Carter | Jacobs | Place Name | 07/20/2002 | |
| Old | 20-3940 | 41730 | KY | Hyden | Leslie | Confluence | Community Post Office | 07/31/2002 | Community Post Office and ZIP Code discontinued. Establish a place name. Confluence KY becomes an acceptable last line for use with ZIP Code 41749. |
| New | 20-3940 | 41749 | KY | Hyden | Leslie | Confluence | Place Name | 07/31/2002 | |
| Old | 20-5624 | 42046 | KY | New Concord | Calloway | Hamlin | Community Post Office | 07/20/2002 | Community Post Office and ZIP Code discontinued. Establish a place name. Hamlin KY becomes an acceptable last line for use with ZIP Code 42076. |
| New | 20-5624 | 42076 | KY | New Concord | Calloway | Hamlin | Place Name | 07/20/2002 | |
| Old | 29-2124 | 59473 | MT | Cut Bank | Glacier | Santa Rita | Community Post Office | 07/06/2002 | Community Post Office and ZIP Code discontinued. Establish a place name. Santa Rita MT becomes an acceptable last line for use with ZIP Code 59427. |
| New | 29-2124 | 59427 | MT | Cut Bank | Glacier | Santa Rita | Place Name | 07/06/2002 | |
| Old | 29-3204 | 59225 | MT | Frazer | Valley | Lustre | Community Post Office | 08/10/2002 | Community Post Office discontinued. Retain ZIP Code and place name. Continue to use Lustre MT 59225 as last line of address. |
| New | 29-3204 | 59225 | MT | Frazer | Valley | Lustre | Place Name | 08/10/2002 | |

| Old/ New | Finance No. | ZIP Code | State | P.O. Name | County/ Parish | Station/Branch/ Unit | Unit Type | Effective Date | Comments |
|-------------|----------------|-------------|-------|----------------|-------------------|-------------------------|--------------------------|-------------------|--|
| Old | 29-8424 | 59641 | MT | Townsend | Broadwater | Radersburg | Community Post Office | 08/13/2002 | This announcement changes the administrative office for this ZIP Code from Townsend MT to Toston MT. Continue to use Radersburg MT 59641 as last line for addresses. |
| New | 29-8406 | 59641 | MT | Toston | Broadwater | Radersburg | Community Post Office | 08/13/2002 | |
| Old | 30-6015 | 68963 | NE | Minden | Kearney | Norman | Community Post Office | 08/03/2002 | Community Post Office and ZIP Code discontinued. Establish a place name. Norman NE becomes an acceptable last line for use with ZIP Code 68959. |
| New | 30-6015 | 68959 | NE | Minden | Kearney | Norman | Place Name | 08/03/2002 | |
| Old | 48-7988 | 77972 | TX | Port Lavaca | Calhoun | Long Mott | Community Post Office | 04/04/2002 | Community Post Office and ZIP Code discontinued. Establish a place name. Long Mott TX becomes an acceptable last line for use with ZIP Code 77979. |
| New | 48-7220 | 77979 | TX | Port Lavaca | Calhoun | Long Mott | Place Name | 04/04/2002 | |

— Office of Address Management, Chief Technology Officer, 9-5-02

ORDERING INSTRUCTIONS/REMINDER

Miscellaneous Cardboard Boxes

If your local supply of Mail Transport Equipment (MTE) rolling stock is insufficient, you may consult with your Area Mail Transport Equipment specialist (AMTES) to order miscellaneous cardboard boxes as a substitute for the rolling stock.

If the AMTES can validate that your local supply of MTE rolling stock is insufficient, he or she will check on the local availability of reusable miscellaneous cardboard boxes.

Finally, if the AMTES finds that no MTE rolling stock and no reusable miscellaneous cardboard are available, you may place an order for miscellaneous cardboard boxes through one of the two (2) national contracts. Those contracts are the mandated sources.

— Mail Transport Equipment,
Network Operations Management, 9-5-02

POSTMASTERS AND MANAGERS

Conduct on Postal Property — Limited Exception to the Voter Registration Regulations

Effective September 5, 2002, the Postal Service is providing a temporary exception to postal regulations in 39 CFR 323.1, which prescribe the conditions under which voter registration may take place on postal property. Specifically, we are providing a limited exception to the requirement in 39 CFR 232.1(h)(4)(viii) that confines registration activities to an “appropriate period before an election.”

Why Is the Postal Service Providing the Exception?

Beginning in September 2002 and continuing for a little over 2 years, the Postal Service is participating in the Declaration of Independence Road Trip (Road Trip), a nonpartisan public information and voter registration campaign. The Postal Service is mainly participating in this event by transporting one of the original broadsheets of the Declaration of Independence between display locations around the nation. Although most of the activities associated with the Road Trip will not be held on postal property, it is possible that some might. Any voter registration activities associated with the Road Trip that take place on postal property must comply with the Postal Service’s voter registration regulations, except that for the purposes of the Road Trip only, the Postal Service will not require associated voter registration activities that may take place on postal property to be “limited to an appropriate period before an election.”

How Long Will the Exception Be in Effect?

The Postal Service has allowed a temporary exception to 39 CFR 232.1(h)(4)(viii) through November of 2004, which is the scheduled end of the Road Trip.

Does the Exception Affect All of the Regulations Concerning Conduct on Postal Property?

No. The exception applies only to the single provision in 39 CFR 232.1(h)(4)(vii), which limits registration activities to “an appropriate period before an election.” The exception applies only to activities related to the Road Trip. All other voter registration activities that may take place on postal property must comply with the Postal Service’s voter registration regulations as written in 39 CFR 232.1(h)(iii)(4).

Who Should I Contact for More Information About the Exception?

For more information about the exception, contact Susan Koetting at 202-268-4818.

— Office of General Counsel,
Law Department, 9-5-02

Retail

NOTICE

New IBI Being Tested

Below are replicas of two information based indicia (IBI) produced by Endicia Internet Postage from Envelope Manager software, a system authorized for test and in national distribution. The indicium is for use by select PC Postage® customers. This is a new shipping system, similar to systems in use by other shipping companies. These indicia may or may not print the date and/or the actual postage value of the mail item in human-readable form.

This indicium is permitted on only domestic mail items. Specifically, it is supported on Priority Mail® items with Delivery Confirmation™ service, Package Services items with Delivery Confirmation service, and Express Mail® items.

Process and handle these indicia in the same manner as any other PC Postage product. Refunds are initiated through the provider.

We will internally disseminate additional information on these indicia, including how to read and verify the indicia, in the next few weeks.

| | |
|---|--|
| P | US POSTAGE AND FEES PAID JUL 03 2002 Mailed from ZIP 94301 1 lb Priority Mail Rate Zone 2  VOID - DO NOT MAIL endicia.com 071V00500588 |
| | USPS PRIORITY MAIL® |
| Endicia Internet Postage 247 High Street Palo Alto, CA 94301-1041 SHIP John Doe TO: 5000 A St Sacramento, CA 95819-2223  | |
| e/ USPS DELIVERY CONFIRM | |
|  0180 5213 9071 0116 9068 | |
| ELECTRONIC RATE APPROVED # 805213907 | |

| | |
|---|---|
| E | US POSTAGE AND FEES PAID JUL 03 2002 Mailed from ZIP 94301 8 oz Express Mail Rate Zone 6  VOID - DO NOT MAIL endicia.com 071V00500588 |
| | USPS EXPRESS MAIL® |
| Endicia Internet Postage (650) 321-2640 247 High St Palo Alto, CA 94301-1041 NO DELIVERY WEEKEND OR HOLIDAY SHIP John Smith TO: 6500 University Dr S Omaha, NE 68132-3428 | |
| USPS EXPRESS MAIL | |
|  EO 000 161 100 US | |
| POSTAL USE ONLY | |
| Date In: Mo Day Year Time In: <input type="checkbox"/> AM <input type="checkbox"/> PM | |
| Day of Delivery: <input type="checkbox"/> Next <input type="checkbox"/> Second <input type="checkbox"/> 12 Noon <input type="checkbox"/> 3 PM | |
| Return Receipt <input type="checkbox"/> | COD <input type="checkbox"/> |
| Additional Insurance <input type="checkbox"/> | |

— Postage Technology Management,
 Product Development, 9-5-02

REVISED FORM

PS Form 1094, Request for Post Office Box Key or Lock Service

PS Form 1094, *Request for Post Office Box Key or Lock Service*, has been revised to reflect the June 30, 2002, fee changes. Post Office box key duplication or replacement (after the first two keys) has increased from \$4.00 to \$4.40. This fee is not refundable and applies only to additional keys (after the first two keys given to customers at the start of their Post Office box service). The additional key fee does not apply to worn or broken keys, which you replace without charge.

There are no changes to the \$1.00 key deposit. When customers begin Post Office box service, give them two keys when they pay a refundable \$1.00 deposit for each key assigned, including any additional keys requested. When the Post Office box service is terminated (by the customers or Post Office), refund the \$1.00 deposit for each key turned into the Postal Service (including the additional keys).

The total cost to the customer for each additional key is now \$5.40, which includes \$4.40 for each additional key requested by the Post Office box customer and the \$1.00 refundable key deposit fee for each key assigned. On PS Form 1094, enter the total number of keys assigned in the "Number of Keys Assigned" box. Enter the additional keys assigned in the "Fee Calculation" box. You should collect the \$1.00 deposit for all keys assigned, with the \$4.40 fee just for additional keys.

The Post Office lock replacement fee has increased from \$10.00 to \$11.00. This fee is not refundable and applies to all kinds of Post Office box locks (including combination locks). The fee does not apply to replacement of a damaged lock, but you may need to collect key deposits and fees for the new keys. If customers turn in the keys to the "old lock," then refund the \$1.00 key deposit. Give customers two keys with each new lock (they must pay the key deposit for those keys and the key fee and deposit for any additional keys requested). For more information regarding Post Office Box fee changes, see *Postal Bulletin* 22075A (5-9-02, page 17).

Supplies are available at the Material Distribution Center. You can order the revised PS Form 1094 by one of the following means:

- **Touch Tone Order Entry:** Call 1-800-332-0317, choose option 1, then option 2.

Note: You must be registered to use TTOE. To register, call 800-332-0317, choose option 8, extension 2925, and follow the prompts to leave a message (wait 48 hours after registering before you place your first order).

- **E-Mail:** Complete PS Form 7380 (manually or using F3 Fill), and send it as an attachment to the e-mail address *MDC Customer Service* or to *mcustomer@email.usps.gov*.
- **Mail:** Mail a completed PS Form 7380 to the MDC at the following address:

SUPPLY REQUISITIONS
MATERIAL DISTRIBUTION CENTER
500 SW GARY ORMSBY DR
TOPEKA KS 66624-9702

Here's the information that you'll need to order PS Form 1094:

PSIN: PS 1094
NSN: 7530-02-000-7345
Unit of Issue: SH
Bulk Pack Quantity: 0
Quick Pick Number: 113
Price: \$0.0095
Edition Date: 09/02

Recycle/discard old forms (version January 2001) and replace them with the revised PS Form 1094 (version September 2002).

— Retail Operations,
Delivery and Retail, 9-5-02

*HANDBOOK PO-102 REVISION***Clarification of Accounting Procedures and Processes for Handling Customer Complaints, Claims, and Reimbursements**

Effective August 22, 2002, Handbook PO-102, *Self Service Vending Operational and Marketing Program*, is revised to clarify wording that relates to accounting procedures and processes.

We will incorporate these revisions into the next printed version of Handbook PO-102 and into the next update of the online version available on the Postal Service PolicyNet Web site at <http://blue.usps.gov/cpim>; click on *HBKs*.

Handbook PO-102, Self Service Vending Operational and Marketing Program

* * * * *

8 Handling Customer Complaints, Claims, and Reimbursements**81 Guidelines for Handling Complaints****811 General**

* * * * *

[Replace the title and image of Exhibit 811 with the following:]

Exhibit 811

PS Form 5445, Stamp Vending Machine Reimbursement Request

US Postal Service

**Stamp Vending Machine
Reimbursement Request**

Please print firmly. All entries must be completed for payment.

Name

Address (No., street, suite/apartment #, city, state, ZIP + 4)

Daytime Phone No. (Include area code)

| | | |
|----------------------|--------------|--|
| Amount of Loss \$ | Date of Loss | Time of Loss <input type="checkbox"/> AM <input type="checkbox"/> PM |
|----------------------|--------------|--|

Machine ID (A 6-digit number on the front of the vending machine)

What Happened? (Circle all that apply)

- | | |
|----------------------------|---------------------------------|
| 1. Did not receive product | 6. Money not returned |
| 2. Incorrect change given | 7. Currency Lost |
| 3. Did not register/jammed | 8. Coin Lost |
| 4. No change given | 9. Credit/Debit Lost |
| 5. No credit shown | 10. Other (Enter in "Comments") |

Comments (Optional):

Thank you for using USPS Vending Service. **We are sorry for any inconvenience.**

SIGN HERE and please give to a Sales and Services Associate



Date Signed

The submission of a false, fictitious, or fraudulent statement may result in imprisonment of up to 5 years and a fine of up to \$250,000 (18 USC 1001). In addition, a civil penalty of up to \$5,000, and an additional assessment of twice the amount falsely claimed, may be imposed (31USC 3802).

For Postal Service Use

| | | |
|--|-----------------------|-----------|
| Paid by | Date | |
| Action Taken (Circle all that apply) 1. Paid 2. Not Paid 3. Cash | Call Date | Call Time |
| Amount Paid \$ | Supervisor's Initials | |

Sales and Services Associate Signature

Vending Employee Signature

VEND 0000001

PS Form **5445**, September 2002 (Retain for Two Years)

Copy 1 - Sales and Services Associate/Vending Employee
Copy 2 - Customer (See Privacy Notice on Back)

Privacy Notice

Your information will be used to respond to your request. Collection is authorized by 39 USC 401, 403, & 404. Providing this information is voluntary, but if not provided, we may not process your request.

We do not disclose your information, except in the following limited circumstances: to a congressional office at your request; to a USPS contractor or auditor; to financial institutions to resolve payment issues; in a legal proceeding or to law enforcement agencies as needed by law; and to the purchaser or payee to respond to inquiries. For more on USPS privacy policies, see our privacy link on www.usps.com.

* * * * *

82 Reimbursing Money to Customers

821 Complaints Registered in Person

* * * * *

821.2 Resolution

* * * * *

821.22 By Vending Servicing Employee

The vending servicing employee resolves the complaint as follows:

* * * * *

b. If the no-vend complaint cannot be verified, follow these procedures:

* * * * *

[Revise item (5) to read as follows:]

(5) Forward sheet 2 (customer copy) to the customer as a vending reimbursement receipt.

* * * * *

823 Complaints Registered by Mail

823.1 Acceptance

* * * * *

[Revise item a to read as follows:]

a. Complete the unshaded portion of PS Form 5445, *Stamp Vending Machine Reimbursement Request* (see 811).

* * * * *

— *Self Service and Access Management, Delivery and Retail, 9-5-02*

What's in Store

THE EMPLOYEE MAILBOX

FALL 08/10/02 — 10/19/02

Real People, Real Success

Tell everyone (friends and customers) who has a small business to enter this great contest.

They could win:

- Their business featured on signage in over 20,000 Post Offices™.
- An appearance on national television.
- Exceptional business computer packages and much more!

People must enter by October 19th.

Customers can log on to the contest site at www.usps.com/realsuccess or complete and submit the official entry form in the Business Solutions brochure available at the Post Office.

Look to "The Employee Mailbox" for more information.

New! Low Rates for FIRSTCLASS PHONECARDS®

FIRSTCLASS PHONECARD has always offered a reliable prepaid phone card with **no** hidden charges. Now, they offer a lower per-minute rate!

| Minutes | Price |
|---------|-------|
| 50 | \$8 |
| 100 | \$15 |
| 300 | \$30 |

Let customers know about these new rates.

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**

Stamp News

Raising Funds for a Worthy Cause

Let customers know that the difference between the sales price and the First-Class Mail® for these two stamps is a tax-deductible contribution.



Breast Cancer Research

Heroes of 2001



Stamp Release Date Change

The *Cary Grant* stamp, originally slated to be released in September, will now be released in October. Look for this tribute to a Hollywood icon next month.

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

September



FOCUS

Look for opportunities to educate customers about the featured product/service for that AP. You'll improve customer satisfaction and help your office meet its revenue goals!

| SUN | MON | TUE | WED | THUR | FRI | SAT |
|--|----------------------------|---|---|------|---|---|
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| | Offices Closed LaborDay |  | FOCUS: Signature Confirmation™ with Priority Mail® This signature proof mailing combination delivers to every address in the U.S. | | | Fiscal Year '03 AP 1 begins |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
|  | | FOCUS: Certified Mail New! Customers can now get delivery information online with this service. | | |   payday |  |
| | 16 | 17 | 18 | 19 | 20 | 21 |
| | | Certified Mail provides a record of delivery — perfect for important mailings. | | |  Last day for Districts to input VESS Data for AP 13 | |
| | 23 | 24 | 25 | 26 | 27 | 28 |
| | | Tell customers that Certified Mail is available only with First-Class Mail® and Priority Mail services. | | |  payday | |
| 29 | 30 | | | | | |

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

NEW PROCEDURE

Renewing Copier Maintenance Agreements

Many GSA Schedule copier maintenance agreements will be expiring on September 30, 2002. A new procedure is in place for renewing maintenance agreements for copiers (other than Ricoh brand copiers) that need maintenance.

To renew maintenance agreements, contact copier companies directly by telephone, fax, letter, or through their Web sites. When you receive a notice of renewal, follow these instructions for paying by credit card:

- For copiers serviced by Xerox, the preferred method of renewal is through the Web site at www.xerox.com/porenewal. Or you may call Jane Avery at 888-435-6333, option 9, ext. 3792, and she will process the renewal over the telephone.
- For copiers serviced by Danka, you may send an e-mail message to Tiffany Faison at tiffany_faison@danka.com or contact her at 727-217-3352, and she will send you a credit card authorization form to complete.
- For copiers serviced by any other companies, follow the instructions they provide.

Do not, under any circumstances, sign a maintenance contract offered by any company. It is not necessary to sign maintenance contracts under the new renewal procedures, and, more important, you are not authorized to sign them. If a company insists, after you refuse to sign the contract, immediately contact Joseph Joaquim, III, at 860-285-7342 or Lillian Perkins at 860-285-7081, at the Windsor Category Management Center.

The only authorized commitment is a charge for the maintenance fee against your International Merchant Purchase Authorization card (IMPAC). Be sure to have a funded, certified PS Form 7381, *Requisition for Supplies, Services, or Equipment*, on file before contacting the company.

Currently, the Postal Service has an ongoing strategic partnership with Ricoh Corporation, the mandatory source for all *future* purchases or leases of digital copier equipment and related maintenance. We will publish information on the potential cost savings of changing from your current copier to a Ricoh copier in a future issue of the *Postal Bulletin*.

— *Supply Chain Management (SCM) Strategies, Supply Management, 9-5-02*

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, and framed art, that has undergone product review by the Postal Service and the other rights holders: *The Record* (Bergen County, NJ) and the firefighters who are featured in the photograph.

These products may be used as giveaway items for employees and customers and for resale at Postal Service events.

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 | Distribution Channel | Telephone | Fax | Products |
|------------------------------|--|---|---|--------------|--------------|---|
| Concord Industries | Jim Condron | 19 Willard Road Norwalk, CT 06851-4441 | 800-553-9824 to request catalog; launching Web site, www.uspostalproducts.com | 203-750-6060 | 203-750-6057 | Laser-engraved crystal, mugs with four color decals, key chains, cloisonné pins and other pins in all sizes, pewter and brass 3-D ornaments, and belt buckles |
| Creative Framing | David Hankins | 525-M East Market Street Leesburg, VA 20176 | Creative Framing Store; best to contact by phone, 703-771-6345, or www.usps.com | 703-771-6345 | 703-771-6398 | Framed, matted, and open photo reproductions of <i>Heroes of 2001</i> stamp with 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, jewelry items |
| *Highland Glen | Mitch Rubin | PO Box 924 Buffalo, NY 14213-2028 | Mass market | 716-883-1110 | 716-885-0243 | Key rings and accessories |
| *Hy-Ko Products | Sandra Dively | 7370 Northfield Road Walton, OH 44146-6106 | Home improvement stores (e.g., Home Depot) | 440-232-8223 | 440-232-8227 | Key chains, key rings, key fobs, key accessories, and bottle openers |
| Ipromoteu.com | Pat Caccamo | 8 Strathmore Road Natick, MA 01760 | 887-470-1436, www.ipromoteu.com | 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 | Mass mail out, www.jgrey.com | 949-498-2515 | 949-298-2830 | Lapel pins |
| Logotel | Richard Bennett | 9005 Red Brand Road Columbia, MD 21045-2110 | Retail chains, Post Offices, 877-520-7830 | 410-740-8978 | | 100% cotton t-shirts |
| March Co. | Doug March | 3815 Academy Parkway, N/NE Albuquerque, NM 87109-4408 | Strictly phone orders, 800-336-2724 | 505-345-2521 | 505-345-0407 | Lapel pins |
| Sonoma Pins | Bernard Friedman | 677 First Street W Sonoma, CA 95467-7003 | Retailers buy at trade shows, USPS only | 707-996-9956 | 707-996-9957 | Lapel pins, dog tags, key chains, magnets |
| Technicraft Industries, Inc. | Steve Krintzman | 11 Iron Forge Road Paxton, MA 01612-1523 | Gift shops, Catalogs, www.blanketsonline.com | 508-792-9065 | | Cotton and acrylic throw blankets, pillows, tote bags |
| US Allegiance | Steve Crawford Jennifer Houston | 63007 Layton Avenue Bend, OR 97701-3735 | Military Exchange, www.ipledge.com , promotional to Post Offices | 541-330-6282 | 541-330-6268 | Lapel pins, key chains, postcard sets, ceramic mugs, magnets, bookmarks |
| Winco | Andy Boston Bryan Fougner | 9019 Oso Avenue, Suite F Chatsworth, CA 01311-4117 | Primarily to Post Offices, 800-543-5847 | 818-718-1191 | 818-700-9778 | Lapel pins, magnets, key chains, t-shirts |

* Agreement not fully executed.

UPDATE

USPS Official Licensed Product Manufacturers and Distributors

The following list contains all current USPS Official Licensed Product manufacturers and distributors. The new licensees appear in bold.

| Licensee | Products | Contact Information | Other Sources |
|--|--|---|--------------------------------------|
| Action Tapes d/b/a Great Notions 2751 Electronic Lane Dallas TX 75220-1217 | Computer embroidery systems | Telephone: 214-352-6940 Fax: 214-352-7249 | |
| American Needle 1275 Busch Pkwy Buffalo Grove IL 60089-4504 | Postal logo caps, Postal Service <i>Classic Collections</i> caps | Telephone: 847-215-0011 Fax: 847-215-0013 | |
| B & K Specialties 1030 North State Street Suite 39-H Chicago IL 60610 | Collectibles, give-aways, employee recognition gifts | Telephone: 312-664-5010 Fax: 312-664-0873 | For USPS promotional use only |
| Bradford Exchange 9333 North Milwaukee Avenue Niles IL 60714 | Plates, plaques, and/or plate-like objects made out of cold-cast resin or porcelain | Telephone: 847-966-2770 Fax: 847-966-3121 | |
| Build-a-Bear Workshop Inc 1954 Innerbelt Business Center Drive St Louis MO 63114 | T-shirts for plush animals | Telephone: 314-423-8000 Fax: 314-423-8188 | |
| Case Stationery Co Inc 179 Saw Mill River Road Yonkers NY 10701-6616 | Looney Tune stamp characters metal box | Telephone: 800-431-2422 Fax: 914-965-2362 | Request full color catalog |
| Changing Seasons Software LTD 5881 Roanoke Drive Madison WI 53719-1629 | Philatelic software/catalog | Web: www.stampbase.com Telephone: 609-273-2739 Fax: 609-273-1965 | |
| Chimera Publishing 719 Arena Drive Hamilton NJ 08610 | Open edition, 4-color process, photo-mechanical lithographic, 18" x 26" posters | Telephone: 800-448-0295 Fax: 609-888-1802 | |
| Cinegram Media Inc 1 Springfield Avenue Summit NJ 07901-4055 | Celebrate the Century CD-ROMs, screensavers | Telephone: 908-598-4755 Fax: 908-598-4756 | |
| Cizna Inc 45 E 25th Street Apt 11D New York NY 10010-2941 | Mr. Zip t-shirts | Currently available in Japan only | |
| Classic Editions dba Timeframed Penobscot Building Suite 3700 645 Griswold Street Detroit MI 48226-4219 | Two-dimensional reproductions of USPS stamp and historic/nostalgic items including photographs, letters, manuscripts, notes, sketches, diaries, maps, plans, legal documents, news clippings, advertisements, and operating manuals | Telephone: 313-963-2242 Fax: 313-963-2252 | |
| Concord Industries 19 Willard Road Norwalk CT 06851-4414 | Key chains, lapel pins, laser engraved glass, belt buckles, Americana products | Web: www.uspsproducts.com Telephone: 800-553-9824 Fax: 203-750-6057 | Specialty stores |
| Corning Museum of Glass 1 Museum Way Corning NY 14830-2253 | Note cards, puzzles, wall art, and t-shirts | Web: www.cmog.com Telephone: 607-974-8835 Fax: 607-974-7365 | Corning Museum gift shop |
| Cranston Consumer Products Co 469 7th Avenue New York NY 10018-7605 | Celebrate the Century fabric | Sells only to retailers (Wal-Mart, JoAnn Fabrics, etc.) | |

| Licensee | Products | Contact Information | Other Sources |
|--|---|---|---------------------------------------|
| Creative Framing 525-M E Market Street Leesburg VA 20176-4171 | Framed and matted stamps and reproductions of stamps, enlarged reproductions of stamp art | Web: www.usps.com/shop Telephone: 703-771-6354 Fax: 703-771-6398 | |
| D & P Creations Inc 2177 B North Batavia Orange CA 92665 | Framed and matted stamps and reproductions of stamps, enlarged reproductions of stamp art | Web: www.dpc creations.com Telephone: 714-974-0905 Fax: 714-974-1147 E-mail: dpc creations@earthlink.net | |
| Data Solutions and Technology Inc 3300 75th Avenue Suite110 Landover MD 20785-1501 | Polo shirts, note cards, EID pins, key rings, mugs, magnets and t-shirts, canvas prints of stamps | Web: www.dstincorporated.com Telephone: 301-583-3500 Fax: 301-583-3512 | |
| Desperate Enterprises Inc 728 E Smith Road Medina OH 44256-2423 | I Love Lucy stamp tin sign | Web: www.desperate.com Telephone: 800-732-4859 x10 Fax: 330-725-0150 | Direct mail |
| Dodge Color 4827 Rugby Avenue Bethesda MD 20814-3040 | Transparencies, negatives, reproductions, and reprints of framed and unframed stamp designs. Products can only be sold to (1) USPS personnel for corporate use and (2) USPS licensees. | Web: www.dodgecolor.com Telephone: 301-656-0025 Fax: 301-656-0025 | |
| FIF Marketing 41 E Main Street Suite112 Lake Zurich IL 60047 | Corporate gifts, promotional products, logo apparel | Web: www.fifmarketing.com Telephone: 847-540-0611 Fax: 847-540-0613 | |
| Financial Innovations Inc 1 Weingeroff Boulevard Cranston RI 02910-4019 | Corporate gifts, promotional products, logo apparel, t-shirts, sweatshirts, lapel pins, mugs, key rings, caps | Telephone: 401-467-3178 Fax: 401-467-3570 | CVS, K-Mart, Krogers |
| First Gear Inc 8668 Kapp Drive Peosta IA 52068-9568 | Die-cast Model '37 Chevrolet U.S. Mail delivery truck | Web: www.wc inet.com/acb/showprod.cfm?DID=11&CATID=19&OBJECTGROUP_ID=55 Telephone: 888-771-5576 Fax: 319-582-2415 E-mail: consumerservices@1st-gear.com | Tradeshows |
| 5-Star Marketing 4005 W. Green Tree Road Milwaukee WI 53209 | Apparel: polo shirts, long-sleeved shirts, jackets, hats, and bags | Telephone: 414-351-6212 Fax: 414-351-1336 | For USPS promotional use only |
| Freedman & Company 77 St John's Road Camp Hill PA 17011-3056 | T-shirts, sweatshirts, and tote bags | Telephone: 800-392-1066 Fax: 717-761-5276 | |
| Gary Mandel Promotional Products 1202 West Olympic Boulevard Santa Monica CA 90404-3722 | Promotional products | Telephone: 310-392-4070 Fax: 310-392-4467 | |
| Gimbels of Maine PO Box 57 Boothbay Harbor ME 04538-0057 | Collectible porcelain thimbles | Web: www.gimbelsdepartmentstore.com Telephone: 207-633-5088 Fax: 207-633-5128 | Retail location in Maine, direct mail |
| Godinger Silver Art Co Ltd 6315 Traffic Avenue Ridgewood NY 11385-2629 | Silverplate lead crystal giftware | Telephone: 212-685-5843 x201 Fax: 212-545-0793 | Gift stores |
| Golden Wheel Die Casting Unit 408-409, 62 Mody Road Tsimshatsi East Kowloon HK | Vehicle and airplane die-cast replicas | Telephone: 852-2412-2339 Fax: 852-2412-7986 (Hong Kong) | Request catalog |
| H.E. Harris & Company Inc 3101 Clairmont Road NE Atlanta GA 30329-1015 | Stamp collecting albums and kits | Web: www.heharris.com Telephone: 404-214-4300 Fax: 404-214-4390 | eBay store |
| Heritage Collections Ltd 6647 Kerns Road Falls Church VA 22042 | Holiday ornaments made with live stamps | Telephone: 703-533-7800 Fax: 703-533-7801 | |

| Licensee | Products | Contact Information | Other Sources |
|--|---|---|---|
| Highland Glen Manufacturing Inc PO Box 294 Buffalo NY 14213-2028 | Key rings and key accessories | Telephone: 716-883-1110 Fax: 716-885-0243 | |
| Highlander Logo Products Corp 1072 Jacoby Road Akron OH 44321-1799 | Drivers, iron sets, putter, head covers, golf bags, golf travel bags, golf towels, golf gloves, golf balls, golf tees, tool packets, divot repair tools, golf shoe brush, and golf umbrella | Telephone: 330-666-7390 Fax: 330-666-4525 | |
| Hy-Ko Products 7370 Northfield Road Walton OH 44146-6106 | Key chains, key rings, key fobs, key accessories, and bottle openers | Telephone: 440-232-8227 Fax: 440-232-8227 | |
| iPROMOTEu 8 Strathmore Road Natick MA 01760-2419 | Bookmarks, pins, key chains, mugs | Web: www.ipromoteu.com Telephone: 877-470-1436 Fax: 905-542-9454 | |
| Jonathan Grey & Associates 920 Calle Negocio Suite B San Clemente CA 92673-6207 | Corporate gifts, promotional products, logo apparel, pins, clothing, hats, bears, frames | Web: www.jgrey.com Telephone: 949-498-2515 Fax: 949-298-2830 E-mail: raquel@jgrey.com | |
| Kahala 424 Summer Street Honolulu HI 96817-5607 | Hawaiian shirts with stamp images | Telephone: 808-523-7873 Fax: 808-521-6413 | Retail stores in Hawaii |
| Kennedy Mint Inc 12102 Pearl Road Strongsville OH 44136-3398 | Framed collections of stamps and coins | Web: www.kennedymint.com Telephone: 440-572-3222 Fax: 440-572-3692 | Direct mail |
| KJ Classic Metal Designs PO Box 663 Winder GA 30680-0663 | 1:15 scale replica Postal Service delivery van | Telephone: 770-867-4452 Fax: 770-586-0163 | Dealers |
| Kurt S. Adler Inc 1107 Broadway New York NY 10010-2872 | Holiday ornaments | Telephone: 212-924-0900 Fax: 212-807-0575 | |
| Lands' End 6 Lands' End Lane Dodgeville WI 53595 | Corporate logo apparel, embroidered apparel | Telephone: 800-535-3060 Fax: 800-297-2606 | Catalog sales |
| Liberty Classics 235 Peterson Road Libertyville IL 60048-1005 | Free-wheeling die cast vehicles in 1:24 and 1:64 scale with plastic and rubber components. | Telephone: 847-367-1288 Fax: 847-367-1295 | |
| Lionel LLC 50625 Richard W Boulevard Chesterfield MI 48051-2493 | Priority Mail railroad boxcar | Telephone: 810-949-4100 x1 Fax: 810-949-1013 | Dealers |
| Logotel 9005 Red Branch Road Columbia MD 21045-2110 | 100% cotton screen print t-shirts | Telephone: 410-772-5623 Fax: 410-740-8978 | |
| Malama Pono Ltd 1401 Maulhardt Avenue Oxnard CA 93030-7966 | 100% cotton t-shirts featuring the <i>Duke Kahanamoku</i> stamp | Telephone: 310-576-2444 Fax: 310-576-2440 | |
| March Company 3815 Academy Pkwy NE Albuquerque NM 87109-4408 | Stamp design lapel pins, key chains, money clips, Heroes of 2001 product | Web: www.marchco.com Telephone: 800-336-2724 Fax: 505-345-0407 | |
| Mattel Inc 333 Continental Boulevard El Segundo CA 90245 | Matchbox collectibles mail van | Telephone: 856-234-7400 Fax: 856-722-9342 | Sears, FAO Schwarz, JC Penny, Target, Ames, K-Mart, ShopKo, Wal-Mart, Meijer, Bradlees, Kay Bee Toys, Toys R Us |

| Licensee | Products | Contact Information | Other Sources |
|--|---|--|--|
| May Cheong Toy Products Fty Ltd dba Maisto International Inc 7751 Cherry Avenue Fontana CA 92336-4002 | Die cast vehicle replicas in 1:64, 1:43, 1:32 and 1:100 scales, and die cast airplane replicas in 7-inch scale | Telephone: 909-357-7988 Fax: 909-357-2020 | |
| MBI Inc 47 Richards Avenue Norwalk CT 06857 | Die-cast metal vehicles | Telephone: 203-853-2000 Fax: 203-853-0647 | Direct mail with Danbury Mint and Postal Commemoratives Society |
| MTH Electric Trains Inc 7020 Columbia Gateway Drive Columbia MD 21046 | Model railroad boxcars | Telephone: 410-381-2580 Fax: 410-381-6122 | |
| Museum Company 695 Route 46 W Suite 400 Fairfield NJ 07004-1592 | Women's sleep shirt with Love stamp image | Telephone: 973-244-4300 Fax: 973-244-4281 | |
| My U.S. Post Office.Com Inc dba My Surf Studio 607 Huber Drive Saint Paul MN 55120-1916 | Educational and edutainment software utilizing USPS corporate signature, USPS Post Office, and Mr. Zip | Telephone: 651-687-0028 Fax: 651-688-7863 | |
| Nancy Sales Company Inc 22 Willow St Chelsea MA 02150 | Mugs, shot glasses, key chains | Telephone: 617-884-1700 Fax: 617-889-2789 | |
| National Geographic Society 1145 17th St NW Washington DC 20036 | Book titled <i>Graveyards of the Pacific</i> | Web: www.nationalgeographic.com Telephone: 202-828-8093 | National Geographic Bookstore 1145 17th St NW Washington DC 20036 |
| Paper Tiger 335 Jefferson Avenue Cresskil NJ 07262 | 33 cent <i>Ayn Rand</i> stamp poster | Web: www.papertig.com Telephone: 201-567-5620 Fax: 201-541-9529 | |
| Peter Parker Puzzles 363 Westland Avenue Columbus OH 43209 | Stamp art jigsaw puzzles | Telephone: 614-258-3575 Fax: 614-258-3588 | Direct mail catalog, toy stores, novelty gift shops |
| Playing Mantis 3618 Grape Road Mishawaka IN 46545 | Die-cast trucks with mounted stamps in truck bed | Web: www.playingmantis.com Telephone: 219-252-0300 Fax: 219-252-0500 | |
| Postal Products Unlimited 500 W Oklahoma Avenue Milwaukee WI 53207-2649 | Commemorative rings, sportswear, assorted gear, employee recognition gifts, collectibles, give-aways and misc. marketing items | Telephone: 800-229-4500 E-mail: tomr@postalproducts.com | Mainly for USPS promotional use only, with the exception of the commemorative rings |
| Pro Pacific Corporation 300 North Continental Boulevard Suite 120 El Segundo CA 90245 | Custom collectible mint tins. Mints available in various shapes and sizes. | Telephone: 310-765-4533 Fax: 310-662-1615 E-mail: dave@propacific.com | For USPS promotional use only |
| Sonoma Pins 677 1st Street W Sonoma CA 95467-7003 | Stamp lapel pins, key chains, dog tags, <i>Heroes of 2001</i> product | Web: www.favoriteline.com/heroes.com Telephone: 800-996-8655 Fax: 707-996-9957 | |
| Spec-Cast 428 6th Avenue Dyersville IA 52040 | Die-cast model trucks and plane | See distributor directory online at www.speccast.com Telephone: 563-875-8706 Fax: 563-875-8056 | |
| Summerfield Foods Inc 1305 North Dutton Avenue Suite 100 Santa Rosa CA 95401-7103 | Butter cookies | Telephone: 707-579-3938 Fax: 707-579-8442 | |
| Technicraft Industries Inc 11 Iron Forge Road Paxton MA 01612-1523 | "Heroes" cotton and acrylic throw blankets, pillows, and tote bags | Telephone: 508-792-9065 | |

| Licensee | Products | Contact Information | Other Sources |
|--|---|---|--|
| Te Neues Publishing Company 16 W 22nd Street 11th Floor New York NY 10010-5803 | Wall calendars | Telephone: 212-627-9090 Fax: 212-627-9534 | |
| Third Street Sportswear PO Box 145 Ozark MO 65721-0145 | Snoopy "Flying Ace" t-shirts | Telephone: 800-538-1059 Fax: 417-485-8995 | |
| U S Allegiance Inc 63004 Layton Avenue Bend OR 97701-3735 | Greetings From America mugs, key chains, tote bags, stationery | Web: www.ipledge.com Telephone: 541-330-6282 Fax: 541-330-6268 | |
| Vanmark Inc 2551 E Philadelphia Street Ontario CA 91761 | Figurines, frames, clocks, bookends | Telephone: 909-923-6789 Fax: 909-673-9699 | |
| Veer Right 3705 Airport Circle NW, Suite I Wilson NC 27896 | Mens and womens apparel (Cutter & Buck), accessories, and gifts | Telephone: 252-237-5900 Fax: 252-237-8004 | For USPS promotional use only |
| Wei Kee Plastic Industrial Ltd] 92 Pokfulam Road Flat B-1 La Clare Mansion Hong Kong | Miniature plastic mailboxes | Telephone: 852-2881-7708 Fax: 852-2895-0695 (Hong Kong) | |
| Western Metal Decorating 8875 Industrial Lane Cucamonga CA 91730-4529 | Posters and clips made of metal materials in all sizes | Telephone: 909-987-2506 Fax: 909-483-6096 | |
| Why Wrap? Incorporated 90 W Wieuca Road NE Suite 216 Atlanta GA 30342-3200 | Self locking mailing boxes | Web: www.whywrap.com Telephone: 404-255-4341 Fax: 404-256-0390 | |
| Winco International 9019 Oso Avenue Suite F Chatsworth CA 01311-4117 | Stamp lapel pins, key chains | Telephone: 818-718-1191 Fax: 818-700-9778 | |
| Wonderland Marketing 1718 Sherman Avenue Suite 311 Evanston IL 60201 | Corporate apparel: jackets, shirts, sweaters; corporate gifts: watches, mugs, clocks, pens | Web: www.shopwonderland.com Telephone: 847-526-1500 Fax: 847-425-1551 | |



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