

# POSTAL BULLETIN

PUBLISHED SINCE MARCH 4, 1880

PB 22190, September 28, 2006

## Marketing's Highest Honor

# FY 2007 CMO GROWTH AWARD



**Competition starts Oct. 1!**

See page 14 for details

**CONTENTS**

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.

**USPSNEWS@WORK** ..... 3

**Customer Relations**

Mail Alert ..... 5

**Domestic Mail**

DMM Revision: Placement of Postage ..... 6

Marketing Matters — Facts at a Glance: Postal Service Offers Range of Options for Business Postage ..... 7

Notice: Air Transportation Surcharge for Live Animals .... 7

Notice: Meter Indicia Produced With Blue Nonfluorescent Ink ..... 8

**Employees**

ELM Revision: Work Clothes and Uniforms ..... 9

Correction: Occupational Safety and Health Programs ... 9

Notice: Postal Service Policy on Workplace Harassment . 10

Correction: Changes to Preemployment Screening Programs ..... 13

Employee Safety Awareness Reminder: Fire Prevention Week — October 8–14, 2006 ..... 13

2006 Combined Federal Campaign Guidelines ..... 13

Chief Marketing Officer's Growth Award — Updated Guidelines ..... 14

**Finance**

Handbooks F-15 and F-12 Revision: Fiscal Year 2007 Travel Per Diem Rates ..... 17

Correction: Revised PS Form 17, Stamp Requisition/Stamp Return ..... 25

Rural Carriers: Equipment Maintenance Allowance Schedule for Rural Routes ..... 25

Correction: New Account Identifier Codes for Postal Lobby Copy Machine Revenue ..... 28

Notice: Household Diary Study ..... 29

**International Mail**

ICM Updates: International Customized Mail ..... 29

**Information Technology**

Handbook AS-805 Revision: Information Security ..... 30

**Licensing** ..... 70

**Philately**

Announcement: 2006 Commemorative Stamp Yearbook . 76

Announcement: The Postal Service Guide to U.S. Stamps, 33rd Edition ..... 77

Correction: Christmas: Chacón Madonna and Child With Bird Stamp ..... 78

Correction: Official Mail Stamp ..... 78

Pictorial Postmarks Announcement ..... 79

Special Cancellation Die Hubs ..... 90

**Post Offices**

Post Office Change ..... 91

Dialogue Direct Mail Campaign: October Cathy and Dilbert Postcard ..... 91

**Retail**

Reminder: Stamps by Mail — Brochure Ordering Information ..... 92

**Supply Management**

Notice: 2007 Year Type for Hand Stamps and Canceling Machines ..... 94

Notice: Hazardous and Regulated Waste Contract Update ..... 95

Reminder: Moving Out of a Facility? Disconnect the Utilities! ..... 95

**Pull-Out Section**

**Fraud Alert**

Domestic Orders ..... 35

Withholding of Mail Order ..... 35

Invalid Express Mail Corporate Account Numbers ..... 36

Missing, Lost, or Stolen U.S. Money Order Forms ..... 39

Missing, Lost, or Stolen Canadian Money Order Forms ... 44

Verifying U.S. Postal Service Money Orders ..... 46

Counterfeit Canadian Money Order Forms ..... 46

Toll-Free Number Available to Verify Canadian Money Orders ..... 46

**Other Information**

Overseas Military Mail ..... 47

Missing Children Posters ..... 55

Notice to All Employees: Thrift Savings Plan Fact Sheet .. 61

**Postal Bulletin Index**

Semiannual Index ..... PB 22184 (7-6-06)



The *Postal Bulletin* is published biweekly; information is effective for 1 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 22190: 7690-08-000-4071	PB 22182: 7690-08-000-4063	PB 22174: 7690-08-000-4055	PB 22168: 7690-08-000-1111
PB 22189: 7690-08-000-4070	PB 22181: 7690-08-000-4062	PB 22173: 7690-08-000-1116	PB 22167: 7690-08-000-1110
PB 22188: 7690-08-000-4069	PB 22180: 7690-08-000-4061	PB 22172: 7690-08-000-1115	PB 22166: 7690-08-000-1109
PB 22187: 7690-08-000-4068	PB 22179: 7690-08-000-4060	PB 22171: 7690-08-000-1114	PB 22165: 7690-08-000-1108
PB 22186: 7690-08-000-4067	PB 22178: 7690-08-000-4059	PB 22170: 7690-08-000-1113	PB 22164: 7690-08-000-1107
PB 22185: 7690-08-000-4066	PB 22177: 7690-08-000-4058	PB 22169: 7690-08-000-1112	PB 22163: 7690-08-000-1106
PB 22184: 7690-08-000-4065	PB 22176: 7690-08-000-4057	PB 22168A: 7690-08-000-3530	PB 22162: 7690-08-000-1105
PB 22183: 7690-08-000-4064	PB 22175: 7690-08-000-4056		

## USPSNEWS@WORK

### FY 2007 Growth Award kicks off

Oct. 1, 2006, marks the start of a new fiscal year — and the beginning of the submission period for the 2007 Chief Marketing Officer's (CMO) Growth Award. The CMO Growth Award is the highest honor given for postmasters, managers and supervisors who contribute the most toward growing the business and making sure customers are aware of USPS products and services.

Competition for the CMO Growth Award is based on the EAS-level of Post Offices within each area. Participants receive points in three categories — revenue generation, marketing initiatives and marketing outreach.

The number of postmasters, managers and supervisors competing to earn the CMO Growth Award has increased from 2,200, when it began in 2003, to more than 16,000 in 2005. During the last three years, 108 winners have been recognized for activities such as placing marketing outreach articles in local media outlets, engaging customers through the Business Connect strategy and improving overall revenue performance in their office.

For more information on the CMO Growth Award, send an e-mail to [GrowthAward@usps.gov](mailto:GrowthAward@usps.gov) or check out the latest issue of *GROW!*

### 2006 Diversity Award winners named



Employee Development and Diversity Vice President Susan LaChance has announced that 21 USPS employees have been selected as recipients of

the 2006 National Awards Program for Diversity Achievement. The awards — now in their 10th year — attracted a record 1,030 nominations and recognized 1,853 employees.

The awards recognize outstanding achievement in promoting diversity in five categories: Individual, Altruism, Mentoring, Team and Dot Sharpe Lifetime Achievement.

For a complete list of the award recipients, go to [http://blue.usps.gov/diversitynet/awards/winners\\_2006.htm](http://blue.usps.gov/diversitynet/awards/winners_2006.htm).

### Board of Governors approve \$1.1 billion in cost reductions

The U.S. Postal Service Board of Governors recently approved a fiscal year (FY) 2007 integrated financial plan that

includes cost reduction programs totaling \$1.1 billion, while continuing to provide universal service to a continuously expanding delivery network. These cost reductions contain a planned decrease of 40 million workhours from the estimated FY 2006 level. Savings will come from automation improvements and implementation of additional "breakthrough productivity" initiatives. The Postal Service's 2007 fiscal year begins Oct. 1, 2006, and ends Sept. 30, 2007.

The plan also calls for a 3.2 percent increase in revenue and a 2.6 percent increase in expenses over the current year's forecast, resulting in \$1.7 billion in net income. However, the estimated \$3.3 billion escrow requirement results in a net deficiency after escrow of \$1.6 billion. The plan assumes continued slower growth in the U.S. economy and implementation of the planned postage price adjustments in May 2007.

Walker also briefed the Board of Governors on financial performance for the current fiscal year through July. Year-to-date income through July is \$1.34 billion before the escrow allocation, and is \$69 million better than the plan. The year-to-date net deficiency after the escrow allocation is \$1.16 billion.

To read the press release, go to [www.usps.com/communications/news/press/2006/pr06\\_053.htm](http://www.usps.com/communications/news/press/2006/pr06_053.htm).

### NALC heroes honored



One of the Postal Service's greatest strengths is its daily presence in nearly every city, every town — every neighborhood — in America. As a result, we know our customers like no other business. That familiarity has allowed many of our employees to perform some truly heroic rescues — like Dayton, TX, Letter Carrier Luis Espinosa, who crawled through a burning apartment and dragged a man out to safety.

Recently, the National Association of Letter Carriers (NALC) recognized six employees at the NALC "Heroes of the Year" luncheon in Washington, DC. "Whether behind



the scenes, in back of the retail counter or out on our nation's streets, USPS employees really do deliver for America," said Deputy Postmaster General Pat Donahoe, who presented the awards. "For many Americans, the face of the Postal Service is that of their neighborhood letter carrier. They know that letter carriers are public servants and trusted friends of the community."

Honored were West Palm Beach, FL, Letter Carrier Jim Osborne; Santa Barbara, CA, Letter Carrier Lane Anderson; Richmond, IN, Letter Carrier Samuel Dickson; Macon, GA, Letter Carrier Terry Hampton; New Orleans, LA, Letter Carrier Leonard Morris and Dayton, TX, Letter Carrier Luis Espinosa.

To read more, go to [www.nalc.org/commun/heroes/index.html](http://www.nalc.org/commun/heroes/index.html).

### **EAS Leadership Development narrative: our chance to shine**

EAS Leadership Development (ELD) open season for employees EAS Level 19 and above is running from Sept. 6 through Oct. 20. As part of signing up for ELD, applicants are required to submit a narrative statement. This narrative should describe at least two significant contributions or accomplishments you have achieved professionally that demonstrate your past performance and potential for future leadership within the Postal Service.

Consider the narrative an open letter to the Key Resource Board members who will be reviewing your application. It's your chance to provide them with any additional information that may not be contained in other parts of your application or for you to highlight or accentuate key parts of it. And since you're looking for a development opportunity to assume a broader leadership role in our performance-driven organization, include how your past achievements have contributed to organizational performance.

You should draft your narrative in a Word document and then cut and paste it into the ELD application. This lets you check your spelling and grammar before submitting it.

Remember, you have 4,000 characters, not words, to write this. For more information or to access the ELD application, go to <http://eld/> from a USPS computer.

### **High performing BSNs earn accolades for Quarter 3**

For their excellent customer service skills, Business Service Networks (BSNs) in 13 districts have received special recognition from...their customers.

Each month, the Gallup Organization randomly selects major account customers to participate in a survey to rate their BSN representatives.

Districts that accumulate a "BSN Indicator Score" of 850 or more (out of 1,000) have earned a special place in the hearts of their customers. In addition, 52 BSN representatives from these districts merit special acclaim.

Some 13 districts scored 850 or better on the Gallup surveys in Quarter 3. Alabama, Oklahoma, San Diego, Tennessee and Van Nuys Districts are first-time winners.

Albany, Central Plains, Erie, Long Island and South Jersey Districts get a thumbs up for achieving "Elite Status" for excellent BSN indicator scores over two quarters. Three districts — Albuquerque, Central PA and Maine — have achieved the lofty status of scoring more than 850 for three quarters.

For a list of districts, go to [liteblue.usps.gov/news/link/2006sept15bsn1.htm](http://liteblue.usps.gov/news/link/2006sept15bsn1.htm). For the BSN representatives who received recognition for their excellent customer service skills, go to [liteblue.usps.gov/news/link/2006sept15bsn2.htm](http://liteblue.usps.gov/news/link/2006sept15bsn2.htm).

### **Michigan Post Office supports championship event**



For the second straight year, the Taylor, MI, Post Office was a big league player in baseball's Junior League World Series.

The city of Taylor has hosted the championship event for the best teams of 13-year-old players since it began in 1981. The week-long tournament — featured this year on ESPN — pits teams from around the world playing their first season on fields with standard baseball dimensions (younger players compete on smaller diamonds).

The Taylor Post Office was well represented at the event. On opening night, Postmaster Tim Robertson caught the ceremonial first pitch. Throughout the week, Postal Service employees manned a mobile unit at Heritage Park, helping answer questions from players and their families. The Post Office also offered a commemorative envelope featuring pictures of the players.

**USPS National Emergency Hotline**  
**Is your facility operating?**  
**Call 888-363-7462**

## 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 202-268-3258 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://ribbs.usps.gov/files/advance/advtech.pdf> or contact the National Customer Support Center at 800-238-3150.

Title of Mailing	Class and Type of Mail	Requested Delivery Dates	Number of Pieces (Millions)	Distribution	Presort Level	Comments
Cake Mix Doctor	Standard/Flat	10/1/06–10/3/06	1.175	Nationwide	3/5-Digit, Car-Rt	Rodale/ALG Worldwide
REI Fall Sale Flyer	Standard/Flat	10/2/06–10/4/06	2.961	Nationwide	3/5-Digit, Car-Rt	RR Donnelley, Lancaster, PA
Seventh Avenue	Standard/Catalog	10/2/06–10/5/06	1.13	Nationwide	Barcoded, 3/5-Digit, Car-Rt	Quad Graphics, Lomira, WI
Nordstrom October Shoe Catalog '06	Standard/Catalog	10/3/06–10/5/06	1.18	Nationwide	Barcoded, 3/5-Digit	Arandell
JCP Wk. 37 Women's Sizes	Standard/Flat	10/5/06–10/7/06	1.0	Nationwide	Car-Rt	Quad
Alternative Cures	Standard/Flat	10/6/06–10/8/06	1.2	Nationwide	3/5-Digit, Car-Rt	Rodale/ALG Worldwide
JCP Wk. 37 LPOTS	Standard/Flat	10/7/06–10/11/06	15.3	Nationwide	Car-Rt	QW
Nordstrom Cosmetic — Accessories '06	Standard/Flat	10/10/06–10/12/06	1.78	Nationwide	Barcoded, 3/5-Digit, Car-Rt	Arandell
The Tender Filet	Standard/Catalog	10/10/06–10/13/06	1.3	Nationwide	Barcoded, 3/5-Digit, Car-Rt	Quad Graphics, Martinsburg, WV
JCP Wk. 37 October Restricted Cat PC	Standard/Letter	10/12/06–10/14/06	1/0	Nationwide	Car-Rt	Segerdahl
Life Line Screening Tom Bosley and Marion Ross Image and Repositionable Note	Standard/Letter	10/16/06–10/21/06	2.0	Nationwide	3/5-Digit	Mail America, Forest, VA

# Domestic Mail

## DMM REVISION

### Placement of Postage

Effective September 28, 2006, we are revising 604.4.3.3 of the *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®). This revision clarifies the boundaries and placement of indicia, explains exceptions in clear zones, and defines ad plates and the language that must be included when using them.

#### *Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM®)*

	*	*	*	*	*
<b>600</b>	<b>Basic Standards for All Mailing Services</b>				
	*	*	*	*	*
<b>604</b>	<b>Postage Payment Methods</b>				
	*	*	*	*	*
<b>4.0</b>	<b>Postage Meters and PC Postage Products (“Postage Evidencing Systems”)</b>				
	*	*	*	*	*
<b>4.3</b>	<b>Postage Payment</b>				
	*	*	*	*	*
<b>4.3.3</b>	<b>Placement of Postage</b>				
	*	*	*	*	*

[Reletter current items b through e as new items f through i. Add new items b through e to read as follows:]

- b. Position indicia within the required boundaries. The boundaries of indicia are defined by the right edge of the envelope, the top edge of the envelope, and the bottom edge and the left edge of any USPS-required indicium element printed by the postage evidencing system.
- c. Maintain the required 1/2-inch clear zone to the left of and below all elements of the indicium, within which nothing must be printed or placed, except as follows:
  1. Indicia containing images obtained from a USPS-approved licensed vendor of customized PC Postage.
  2. For letterpress indicia only, advertising matter or slogans may be printed with the indicia within

space limitations. These advertising messages and slogans are known as ad plates. Customers must obtain the ad plates for printing this matter from their authorized postage meter provider. Ad plate messages must be distinguished by the inclusion of the name of the mailer or words such as “Mailer’s Message.”

- d. For postage evidencing systems that print digital indicia, an approved indicium must include within its boundaries only postal markings and text required or recommended by USPS regulation, except that the indicium may identify the provider. Other matter may be printed only outside the boundaries of the clear zone identified in 4.3.3.c.
- e. Any additional matter printed by a postage evidencing system in accordance with 4.3.3.c and 4.3.3.d must comply with the following requirements:
  1. Must be consistent with the Postal Service’s intent to maintain neutrality on religious, social, political, legal, moral, or other public issues.
  2. Must not be obscene, deceptive, or defamatory of any person, entity, or group, nor advocate unlawful action.
  3. Must not emulate any form of valid postage, government, or other official indicia or payment of postage.
  4. Must not harm the public image, reputation, or goodwill of the Postal Service, nor be otherwise derogatory or detrimental to the Postal Service’s interest.

\* \* \* \* \*

We will incorporate this revision into the monthly update of the online DMM on Postal Explorer® at <http://pe.usps.com> and into the next printed edition.

— *Postage Technology Management,  
Product Development, 9-28-06*

## Postal Service Offers Range of Options for Business Postage

Postage stamps come in a wide variety of sizes, colors, designs, and denominations. But stamps aren't the only option when it comes to postage. And sometimes that's important. For businesses, things like availability, flexibility, 24-hour access, and ease-of-use can have a big impact on productivity and the bottom line. That's why the Postal Service™ offers a wide variety of postage choices to meet business needs.

- *Shipping labels.* At [www.usps.com/clicknship](http://www.usps.com/clicknship), you can print domestic or international shipping labels, with or without postage, for use on Priority Mail®, Express Mail®, and other popular services.
- *PC Postage®.* Available through our private-sector partners, PC Postage allows you to download postage and use your standard desktop printer to print it directly onto envelopes or labels for your mail or packages.
- *Customized postage.* Design your own business postage using your logo, slogan, or products! Just go online to one of our three authorized postal partners — [photo.stamps.com](http://photo.stamps.com), [pictureitpostage.com](http://pictureitpostage.com), or [zazzle.com](http://zazzle.com) — upload a digital file, select a border color and quantity, and make your purchase.

- *Postage meters.* Today's meters are smaller and more convenient, thanks to digital technology. Postage meters offer round-the-clock access to postage by direct dial-up or over the Internet.
- *Mailing permit imprints.* Using a mailing permit can make regular mailings easy for most business mailers. Instead of putting a stamp or meter strip on each piece of mail, you print a special indicia on the envelopes. The total postage for each mailing is deducted from your Postal Service account all at one time, based on the weight and preparation of the mailing.
- *Payment methods.* Depending on the postage option and service selected, the Postal Service offers a wide variety of payment methods, including cash, checks, credit cards, debit cards, and electronic transfers such as Automated Clearing House (ACH) accounts.

No matter your business mailing needs, the Postal Service has a postage option that's right for you. For more information, go to [www.usps.com/postagesolutions](http://www.usps.com/postagesolutions).

— *Marketing Strategy and Support,*  
*Marketing, 9-28-06*

---

### NOTICE

## Air Transportation Surcharge for Live Animals

Effective immediately, the only live animal surcharges still in effect are \$1.00 per pound (or fraction thereof) for all live animals transported by air from Minneapolis/St. Paul, MN (MSP), and Detroit, MI (DTW), airports, and \$0.20 per

pound (or fraction thereof) for day-old poultry transported by air accepted everywhere else.

— *Commercial Air Operations,*  
*Network Operations Management, 9-28-06*

## NOTICE

**Meter Indicia Produced With Blue Nonfluorescent Ink**

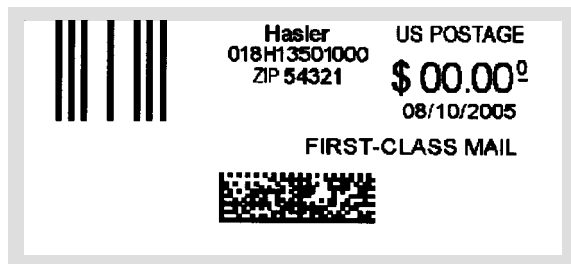
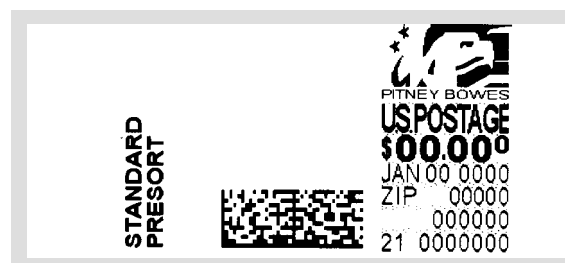
The office of Postage Technology Management has approved the use of information-based indicia (IBI) with blue nonfluorescent ink. IBI printed with black or red nonfluorescent ink is still valid.

Postage meters that produce this type of indicia have the capability to print the IBI with or without a facing identification mark (FIM). However, whether or not a FIM is used depends on the type of mail, as noted below:

- Single-piece First-Class Mail® items *must* contain a FIM. Mail using this indicium may be deposited in the same fashion as any single-piece mail item.

- Presort mail must *not* contain a FIM. This indicium, known as an “acceptance mail indicium,” may be entered only through the business mail acceptance process.

Exhibits 1 and 2 show examples of approved IBI that can be printed with blue, black, or red nonfluorescent ink.

**Exhibit 1****IBI With a FIM — Single-Piece First-Class Mail Items****Exhibit 2****IBI Without a FIM — Presort Mail Items**

— Postage Technology Management,  
Product Development, 9-28-06



# Employees

*ELM REVISION*

## Work Clothes and Uniforms

Effective October 1, 2006, the *Employee and Labor Relations Manual* (ELM), 933.3, is revised to add 100 percent cotton denim, knit, and tee shirts to Type 3 uniforms. Type 3 uniforms are worn by vehicle maintenance, custodial maintenance, mail handler, business mail entry unit (BMEU), and clerical employees eligible under 932.12 and 932.13.

**Employee and Labor Relations Manual (ELM)**

	*	*	*	*	*
<b>9</b>	<b>Labor Relations</b>				
	*	*	*	*	*
<b>930</b>	<b>Work Clothes and Uniforms</b>				
	*	*	*	*	*
<b>933</b>	<b>Authorized Uniform Items and Combinations</b>				
	*	*	*	*	*
<b>933.3</b>	<b>Type 3 Uniform Items</b>				

[Revise the table to read as follows:]

Type 3 uniforms are worn by vehicle maintenance, custodial maintenance, mail handler, BMEU, and clerical employees eligible under 932.12 and 932.13.

Items for Men and Women	
* * * * *	
Shirt	Long- or short-sleeve, light or dark blue; long- or short-sleeve denim; dark blue knit with horizontal corporate emblem; dark blue knit with embroidered horizontal corporate emblem; dark blue tee shirt with silk-screened horizontal corporate emblem <sup>1</sup>
* * * * *	

<sup>1</sup>Shirts available in 100 percent cotton

\* \* \* \* \*

We will incorporate these revisions into the next printed version of the ELM and also into the online update, available on the Postal Service™ PolicyNet Web site:

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click on *References*.
- Under “References” in the right-hand column, under “Policies,” click on *PolicyNet*.
- Click on *Manuals*.

(The direct URL for the Postal Service PolicyNet Web site is <http://blue.usps.gov/cpim>.)

- It is also available on the Postal Service Internet:
- Go to [www.usps.com](http://www.usps.com).
  - Click on *About USPS & News*, then *Forms & Publications*, then *Postal Periodicals and Publications*, and then *Manuals*.

— *Labor Relations Systems, Labor Relations, 9-28-06*

*CORRECTION*

## Occupational Safety and Health Programs

The article “ELM Revision: Occupational Safety and Health Programs,” in *Postal Bulletin* 22189 (9-14-06, pages 19–20) contains incorrect information. The first paragraph of ELM 822.12, “Reporting Requirements for Installation Heads” is incorrect. The correct text of ELM 822.12 is printed below.

**Employee and Labor Relations Manual (ELM)**

	*	*	*	*	*
<b>8</b>	<b>Safety and Health</b>				
	*	*	*	*	*

<b>820</b>	<b>Reports and Investigations, Program Evaluations, and Inspections</b>				
	*	*	*	*	*
<b>822</b>	<b>Supplementary Actions in the Event of Serious Accidents, Including Fatalities</b>				
<b>822.1</b>	<b>Reporting Serious Accidents</b>				
	*	*	*	*	*

## 822.12 Reporting Requirements for Installation Heads

[Revise text to read as follows:]

The reporting requirements for installation heads are as follows:

- a. The installation head must report all serious accidents to the performance cluster district manager by COB the day of the accident.
- b. The installation head, after consultation with the servicing safety office, *must report orally* (by telephone or in person) to the nearest OSHA area office within 8 hours the following:
  - (1) Any accident that is fatal to one or more employees.
 

**Note:** Employers must report all fatal heart attacks occurring in the work environment, whether OSHA recordable or not (OSHA § 1904.39(b)(5)).
  - (2) Any accident that results in in-patient hospitalization of three or more employees.
  - (3) Any fatality or hospitalization of three or more employees that occurs within 30 days of an accident.
- c. The report to OSHA should relate the following information:
  - (1) Name of the establishment.
  - (2) Location of the incident.
  - (3) Time of the incident.
  - (4) Number of fatalities or hospitalized employees.
  - (5) Names of any injured employees.
  - (6) Postal Service contact person and his or her telephone number.
  - (7) Brief description of the incident.

- d. The installation head is not required to report:
  - (1) Motor vehicle accidents that occur in public streets, except those in construction work zones (OSHA § 1904.39(b)(3)).
  - (2) Commercial airplane, train, subway, or bus accidents (OSHA § 1904.39(b)(4)).
- e. The installation head must provide records within 4 business hours to an OSHA compliance officer who requests them (OSHA § 1904.40(a)).
- f. The installation head must promptly report to the appropriate union:
  - (1) Any employee fatality.
  - (2) Any serious industrial, noncriminal accident or injury.

\* \* \* \* \*

We will incorporate this revision to the ELM into the next printed version and the online version, available on the Postal Service™ PolicyNet Web site:

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click on *References*.
- Under “References” in the right-hand column, under “Policies,” click on *PolicyNet*.
- Click on *Manuals* for the ELM.

(The direct URL for the Postal Service PolicyNet Web site is <http://blue.usps.gov/cpim>.)

The ELM is also available on the Internet:

- Go to [www.usps.com](http://www.usps.com).
- Click on *About USPS and News*, then *Forms and Publications*, then *Postal Periodicals and Publications*, and then *Manuals* for the *Employee and Labor Relations Manual*.

— *Safety and Environmental Performance Management, Employee Resource Management, 9-28-06*

### NOTICE

## Postal Service Policy on Workplace Harassment

Effective September 22, 2006, the Postal Service™ has revised and expanded its Policy on Workplace Harassment (see pages 11–12). Recent developments in the law make it clear that an employer’s anti-harassment policy should prohibit all harassment in violation of federal discrimination laws. Employers are also required to take steps to prevent and remedy workplace harassment and inappropriate behavior that could lead to illegal harassment. Therefore, under this policy the Postal Service will promptly investigate claims of harassment.

This policy will help further the Postal Service’s goal of maintaining a diverse, tolerant, and harassment-free workforce.

— *National Diversity Initiatives/Affirmative Employment Programs and National Office EEO Compliance and Appeals Programs, Employee Development and Diversity, 9-28-06*

JOHN E. POTTER  
POSTMASTER GENERAL, CEO



September 25, 2006

### **Postal Service Policy on Workplace Harassment**

The United States Postal Service™ is committed to providing a work environment free of harassment based upon race, color, religion, sex, national origin, age, mental or physical disability, or in retaliation for prior Equal Employment Opportunity (EEO) activity. The Postal Service workplace must be one in which all employees are treated with dignity and respect by supervisors, subordinates, and coworkers. Supervisors and managers will take prompt action to prevent, address, and remedy workplace conduct that is contrary to this policy.

#### **Prohibited Activities**

Harassment is unwelcome verbal or physical conduct which is so severe or pervasive it interferes with or changes the conditions of one's employment by creating a hostile, intimidating, or abusive working environment. Examples may include, but are not limited to, making offensive or derogatory comments or engaging in physically threatening, intimidating, or humiliating behavior based upon race, color, religion, sex, national origin, age, mental or physical disability, or in retaliation for prior EEO activity. These activities are prohibited by Postal Service™ policy and may amount to harassment in violation of federal, anti-discrimination laws. Violation of this policy may result in disciplinary action up to and including termination. The Postal Service is committed to providing its employees a safe, productive, and inclusive workplace and will tolerate nothing less.

Sexual harassment is defined as unwelcome sexual advances, requests for sexual favors, or other verbal or physical conduct of a sexual nature such as, but not limited to: making or threatening to make employment decisions based on an employee's submission to, or rejection of, sexual advances or requests for sexual favors; deliberate or repeated unsolicited remarks with a sexual connotation or physical contact of a sexual nature that is unwelcome to the recipient; or behavior that creates a sustained hostile or abusive work environment so severe or pervasive that it unreasonably interferes with or changes the conditions of one's employment.

Although not every instance of inappropriate behavior may fit the legal definition of harassment, such behavior in the workplace undermines morale and violates the Postal Service standards of conduct. Disciplinary action may result even if the conduct does not constitute harassment under the law.

#### **Management Responsibility**

All managers and supervisors are responsible for preventing harassment and inappropriate behavior that could lead to illegal harassment and must respond promptly when they learn of any such conduct. Any manager or supervisor who receives a complaint must see that

475 L'ENFANT PLAZA SW  
WASHINGTON DC 20260-0010  
[www.usps.com](http://www.usps.com)

- 2 -

a prompt and thorough investigation is conducted and ensure the harassment/inappropriate conduct does not happen again. Investigations of all forms of harassment must be done in accordance with the "Initial Management Inquiry Process." Materials are available in Publication 552, *Manager's Guide to Understanding Sexual Harassment*. When harassment or inappropriate conduct is found, managers must take prompt and effective corrective action.

### **Employees' Rights and Responsibilities**

Postal Service employees who believe they are the victims of harassment prohibited under this policy (i.e., harassment based on race, color, religion, sex, national origin, age, mental or physical disability, or in retaliation for prior EEO activity) or who have witnessed such harassment or inappropriate conduct which could lead to illegal harassment should bring the situation to the attention of a supervisor, a manager, or the manager of Human Resources. Refer to Publication 553, *Employee's Guide to Understanding Sexual Harassment* for further information. In accordance with this policy, supervisors, managers, or the managers of Human Resources are responsible for ensuring direct and prompt action is taken to investigate and, where appropriate, remedy such misconduct when brought to their attention. The Postal Service will protect the confidentiality of harassment complainants to the extent possible.

All employees also may utilize the EEO complaint process. Employees pursuing an EEO complaint should contact the Postal Service EEO centralized intake center within 45 days of the conduct giving rise to the claim in order to preserve their rights under federal law. Employees making a complaint can call toll free 1-888-EEO-USPS (1-888-336-8777). Deaf and Hard of Hearing employees can call 1-800-877-8339 (Federal Relay Service). In addition, bargaining unit employees may seek relief through the grievance-arbitration procedures, and if applicable, non-bargaining unit employees may use the grievance procedures described in Section 652.4, *Employee and Labor Relations Manual*.

Allegations involving any possible criminal misconduct should be reported to the appropriate law enforcement authorities as follows: any physical misconduct relating to workplace harassment (i.e., any physical assault, threat of a physical assault, or stalking) should be reported to the Postal Inspection Service; use of any electronic device, computer, or Internet to transmit threatening or harassing communications, obscene or indecent images and materials, should be reported to the Office of Inspector General (OIG).

Retaliation against employees who raise a claim of harassment, report inappropriate conduct, or provide evidence in any investigation, is illegal and can result in disciplinary action, and should be referred to the OIG.

The Postal Service will not tolerate any type of harassment, inappropriate conduct, or reprisal in the workplace.

  
John E. Potter

## CORRECTION

**Changes to Preemployment Screening Programs**

The article, "Handbook EL-312 Revision: Changes to Preemployment Screening Programs," in *Postal Bulletin* 22187 (8-17-06, pages 15–16) contains incorrect information in the Summary of Changes. For section 512.22, it refers to "obsolete PS Form 2485, *Medical Examination and Assessment*." PS Form 2485 is not obsolete. Although PS Form 2485 is no longer used in the preemployment

screening process as described in the article, it is still valid for medical assessment of career employees.

— *Selection, Evaluation, and Recognition, Employee Resource Management, 9-28-06*

## EMPLOYEE SAFETY AWARENESS REMINDER

**Fire Prevention Week — October 8–14, 2006**

Each October, the nation observes Fire Prevention Week. The message for this year's Fire Prevention Week is "Prevent Cooking Fires: Watch What You Heat." According to the National Fire Protection Association (NFPA), which sponsors the activity, "More fires start in the kitchen than in any other part of the home."

NFPA has posted a wide variety of materials for Fire Prevention Week on its Web site, <http://www.firepreventionweek.org>, including information and activity suggestions for fire departments, teachers, children and families, and people with disabilities. Topics include:

- How to prevent cooking fires from starting.
- Everything you need to teach about cooking safely.
- Tips for making your kitchen safe.

The Postal Service™ encourages managers, employees, and safety professionals to use the NFPA materials when preparing local Fire Prevention Week presentations or activities. The materials may not be used for commercial purposes, but fire departments, civic groups, and work places are encouraged to copy and distribute them.

Fire Prevention Week provides all of us with an opportunity to identify and correct conditions at work and at home that may cause fires and tragic losses.

— *Safety and Environmental Performance Management, Employee Resource Management, 9-28-06*

**2006 Combined Federal Campaign Guidelines****Schedule and Responsibilities**

Each fall, the Postal Service™ joins other federal agencies in the Combined Federal Campaign (CFC) drive. In accordance with Office of Personnel Management (OPM) regulations, the campaign runs for a 6-week period between September 1 and December 15, as established by the Local Federal Coordinating Committee.

Vice presidents of area operations have campaign responsibility. Area offices must ensure that campaign information is disseminated to all offices under their jurisdiction.

**Guidelines Online**

Publication 530, *Combined Federal Campaign Operational Guidelines*, October 1994, explains how to carry out a successful campaign. The November 1998 update of Publication 530, which revised position titles, facility locations, and dates of campaign, is available on the Postal Service PolicyNet Web site:

- Go to <http://blue.usps.gov>.

- Under "Essential Links" in the left-hand column, click on *References*.
- Under "References" in the right-hand column, under "Policies," click on *PolicyNet*.
- Click on *PUBs*.

(The direct URL for the Postal Service PolicyNet Web site is <http://blue.usps.gov/cpim>.)

The OPM Web site ([www.opm.gov](http://www.opm.gov)) offers additional information on the Combined Federal Campaign, including geographic boundaries.

For additional information, see CFC link on the Blue page.

**Pledge Form Management Instructions**

1. Ensure that pledge forms are checked for completeness at local campaign sites.

2. Distribute copies of the pledge forms as follows:
  - a. CFC Audit copy — submit to appropriate CFC official.
  - b. Employee copy — return to employee.
  - c. Payroll Office copy —

If the employee has chosen to...	Then...
Give a one-time contribution (cash, check, or money order),	Destroy the Payroll Office copy.
Make a contribution via payroll deduction,	<p>Make sure:</p> <ul style="list-style-type: none"> <li>■ The Social Security Number is legible.</li> <li>■ The employee work phone number is indicated.</li> <li>■ The deduction per pay period is indicated.</li> <li>■ The amount per pay period is at least \$1.00.</li> <li>■ The annual amount per year is \$26.00 when \$1.00 is deducted per pay period.</li> <li>■ The amount of the contribution is to be made via payroll deduction.</li> <li>■ The pledge card is signed.</li> </ul> <p><b>On a weekly basis:</b>                      Mail the Payroll Office copy to the following address, making sure a full return address for the CFC coordinator is included with each batch of forms:</p> <p style="text-align: center;">EAGAN INFORMATION                      SERVICE CENTER                      USPS COMBINED                      FEDERAL CAMPAIGN                      PO BOX 21777                      EAGAN MN 55121-0777</p> <p>The Eagan Information Service Center (ISC) retains the payroll deduction portions of the pledge cards for 6 months.</p>

If the employee has chosen to...	Then...
Make a contribution via payroll deduction,	<p><b>After January 1, 2007:</b>                      Submit to the Human Resources Shared Services Center (HRSSC):</p> <p style="text-align: center;">HRSSC                      PO BOX 970400                      GREENSBORO NC                      27497-0400</p> <p><i>Note:</i> All cards dated or sent after January 1, 2007, will be returned to the CFC coordinator for entry by the HRSSC.</p>

3. Submit corrections to the HRSSC, *not* to the Eagan ISC.

*Note:* All cards that are illegible or incomplete will be returned to the local CFC coordinator for processing at the HRSSC in Pay Period 02-07 or later.

**Final Report**

At the conclusion of each campaign, a report of CFC contributions through payroll deduction (as of Pay Period 02-07) is prepared from the Postal Payroll System and is used for annual reporting of national CFC contributions. A copy of this report is distributed to each performance cluster manager.

— Personnel Operations Support,  
 Employee Resource Management, 9-28-06

**Chief Marketing Officer’s Growth Award — Updated Guidelines**

As the Marketing department continues to introduce new programs and strategies aimed at generating revenue, promoting products and services, and keeping customers informed about Quick, Easy, Convenient™ solutions offered by the United States Postal Service®, Chief Marketing Officer (CMO) and Executive Vice President Anita Bizzotto continues her commitment to ensure that postmasters, managers, and supervisors have the right tools at the right time to achieve success.

Both she and Deputy Postmaster General and Chief Operating Officer (COO) Patrick Donahoe are committed to recognizing postmasters, managers, and supervisors who have contributed the most toward growing the business. That recognition comes in the form of Marketing’s highest honor — the CMO’s Growth Award, which was introduced at the beginning of fiscal year 2003.

These updated guidelines outline opportunities to earn points, including Business Connect™ activities, which



automatically qualify as points toward the CMO’s Growth Award (see the “Marketing Outreach” section for details).

**Guidelines**

**What:** The Growth Award, sponsored by the CMO, is nonmonetary recognition in the form of a specially designed trophy to honor outstanding marketing efforts. It is the highest Marketing honor for postmasters, managers, and supervisors who are most successful in marketing and growth activities.

**Who:** The program is open to postmasters and executive and administrative schedule (EAS) managers/supervisors (nonpostmasters) in performance clusters. Account representatives, customer relations coordinators (CRCs), and Marketing staff members, either in the field or at Headquarters, are not eligible. Exceptions are those who are officially detailed into postmaster or customer service assignments, such as an officer-in-charge (OIC) or an acting station manager. A postmaster who employs a CRC may, by marking the submission form, submit the CRC as a Growth Partner.

**When:** The calendar year for the Growth Award begins the first day of the fiscal year and ends the last day of the fiscal year. To compete for a Growth Award, participants must send a copy of the submission form, qualifying activities, and supporting documentation — such as published outreach articles and seminar participation — within 3 weeks of their occurrence to Headquarters Marketing at the address noted on the submission form. Headquarters Marketing collects and combines each participant’s submissions throughout the fiscal year to form a complete entry package. At the end of the fiscal year, participants must send that year’s revenue numbers as well as the revenue numbers from the previous fiscal year and a submission form to Headquarters Marketing. Participants must obtain revenue numbers from official financial records.

**Where:** Marketing announces the Growth Award winners at the legislative conferences sponsored by the National Association of Postmasters of the United States (NAPUS) and the National League of Postmasters of the United States (League). Postmasters attending the legislative meetings receive their awards at those events. For postmasters not attending those events and for EAS managers/supervisors who win in their categories, local managers arrange appropriate ceremonies.

**Why:** The Postal Service™ is committed to building on current efforts to achieve growth through customer value, improved service, improved operational efficiency, and an enhanced customer-focused and performance-based culture. Postmasters, managers, and supervisors in the field are leaders in the Postal Service’s efforts to connect with the Preferred segment (millions of small businesses around the nation) and the Household segment. The efforts of

postmasters, managers, and supervisors are vital to the Postal Service’s success, and this award recognizes their outstanding results.

**How:** There are six levels of competition within each area, and Headquarters Marketing determines winners using a cumulative point system within three growth categories — revenue generation, marketing initiatives, and marketing outreach. Participants receive points for documented activities important to the Postal Service’s growth strategies. Headquarters Marketing describes additional marketing initiatives throughout the year in official Postal Service and Marketing publications, and provides participation ideas and instructions on how to document activities. Headquarters Marketing outlines the rules of the program and monitors and verifies documented points. To qualify for consideration, *participants must meet minimum point requirements and have at least one point in each growth category* and must then complete and submit a copy of the Growth Award submission form, which is available on page 52 in this issue of the *Postal Bulletin*. After the program ends each year, Headquarters Marketing tallies all points for all participants and informs area vice presidents and district managers of the participants with the highest number of points. After district managers approve individual winners, Headquarters Marketing notifies those winners. Headquarters Marketing evaluates the program each year and outlines any updates or changes to the program in the *Postal Bulletin*.

**Competitive Levels Within Each Area**

Level	Minimum Requirements (points)
EAS managers/supervisors (nonpostmasters)	20
Postmasters, EAS-13 and below	20
Postmasters, EAS-15–16	25
Postmasters, EAS-18–20	30
Postmasters, EAS-21–22	40
Postmasters, EAS-24 and above	50

**Growth Categories**

The three growth categories are revenue generation, marketing initiatives, and marketing outreach. To be eligible, participants must have at least one point in each of these three broad categories and meet minimum point requirements.

**Revenue Generation**

- Maintain revenue level of the previous fiscal year = 1 point.

- Percentage of increased revenue — each percent of increase = 1 point.
- Increase in walk-in revenue (WIR) over same period last year (SPLY) — WIR per transaction, each percent of increase over last year's total = 1 point.
- WIR divided by LDC45 workhours improvement over previous year:
  - If base is 74% or below, each percentage of improvement = 1/2 point.
  - If performance to goal is 75%–85%, each percentage of improvement = 1 point.
  - If performance to goal is 86%–99%, each 1/2 percentage of improvement = 1 point.
  - If performance to goal is 100%, total points awarded = 10 points.
- Sale of Express Mail Corporate Account (Express Mail® and Global Express Mail®) — each account = 1 point.
- Participation in other revenue generation activities throughout the year, as described in *GROW!*, *Postal Bulletin*, or other official Postal Service publications — each activity = 1 point minimum, with bonus points possible.

Revenue points are based on numbers shown on the FY printout. Participants must send a copy of the previous year's printout and the current year's printout together with one submission sheet.

### Marketing Initiatives

- Promotion of Stamps by Phone™ service and Stamps by Mail® service — each percentage of increase in revenue through these channels = 1 point.
- Increase in sales of packaging materials — each percentage of increase over previous year = 1 point.
- Promotion of Click-N-Ship® service:
  - For levels 20 and below and for the nonpostmaster category, each \$100 over previous year's revenue = 1 point.
  - For levels 21 and above, each \$500 over previous year's revenue = 1 point.
- Maintaining at least the national average in Mystery Shopper = 1 point.
- Participation in other marketing initiatives throughout the year as described in *GROW!*, *Postal Bulletin*, or

other official Postal Service publications — each activity = 1 point minimum, with bonus points possible.

### Marketing Outreach

- Newspaper articles (these articles are generated through the Marketing Outreach articles published by Headquarters Marketing for local use; along with the submission form, participants must send a copy of each article and must include the publication's name, location, and date) — each published article = 1 point.
- Headquarters Marketing-approved presentations made to the local business community — each presentation = 1 point.
- Results from promoting participation by local businesses in larger Marketing seminars or events, such as Small Business seminars, Direct Mail seminars, Postal Customer Council® (PCC®) meetings, and National Postal Forum — each customer participating in each event = 1 point.
- Participation in PCC meetings — each meeting attended = 1 point.
- Tip of the Month published in *GROW!* — each tip published = 5 points.
- Participation in other marketing outreach activities throughout the year, as described in *GROW!*, *Postal Bulletin*, or other official Postal Service publications — each activity = 1 point minimum, with bonus points possible.
- Postmasters and managers of customer services in stations and branches who are registered for Business Connect automatically receive matching Growth Award points for each presentation they make and document through the Business Connect Web site. *Note: This is the only instance in which participants do not need to submit supporting documentation for activities.*

For more information, e-mail [growthaward@usps.gov](mailto:growthaward@usps.gov).

— *Marketing Strategy and Support,*  
Chief Marketing Officer, 9-28-06

# Finance

HANDBOOKS F-15 AND F-12 REVISION

## Fiscal Year 2007 Travel Per Diem Rates

Effective October 1, 2006, Handbooks F-15, *Travel and Relocation*, and F-12, *Relocation Policy*, are revised with new travel per diem rates.

### Part 4 Appendixes

#### Appendix A Rates

\* \* \* \* \*

#### A-2 Travel Per Diem Rates

\* \* \* \* \*

### Handbook F-15, *Travel and Relocation*

\* \* \* \* \*

#### A-2.4 High Cost Localities

\* \* \* \* \*

[Revise A-2.4 to read as follows:]

State and Key City	County and/or Other Defined Location	Rate (\$)
Standard CONUS rate applies to all destinations not specifically listed		\$39
<b>Alabama</b>		
Birmingham	Jefferson and Shelby	\$44
Huntsville	Madison and Limestone	\$44
<b>Arizona</b>		
Grand Canyon/Flagstaff	Coconino (except the city limits of Sedona)	\$44
Kayenta	Navajo	\$54
Phoenix/Scottsdale	Maricopa	\$59
Sedona	City of Sedona which falls within Yavapai and Coconino Counties	\$64
Tucson	Pima	\$49
<b>Arkansas</b>		
Hot Springs	Garland	\$49
Little Rock	Pulaski	\$54
<b>California</b>		
Antioch/Brentwood/Concord/Lafayette/Martinez/Pleasant Hill/Richmond/San Ramon/Walnut Creek	Contra Costa	\$49
Bakersfield/Delano (Naval Weapons Center and Ordinance Test Station, China Lake)	Kern	\$44
Barstow/Ontario/Victorville	San Bernardino	\$59
Benicia/Dixon/Fairfield/Vacaville/Vallejo/Hayward	Solano	\$44
Clearlake	Lake	\$44
Death Valley	Inyo	\$49
Fresno	Fresno	\$54
Los Angeles	Los Angeles, Orange and Ventura, Edwards AFB	\$64
Mammoth Lakes	Mono	\$54
Mill Valley/San Rafael/Novato/Corte Madera/Sausalito/Tiburon/Larkspur	Marin	\$54
Modesto	Stanislaus	\$49
Monterey	Monterey	\$64
Napa	Napa	\$64
Oakland	Alameda	\$59
Palm Springs	Riverside	\$59
Point Arena/Gualala	Mendocino	\$54
Redding	Shasta	\$44
Sacramento	Sacramento	\$59
San Diego	San Diego	\$64

<b>State and Key City</b>	<b>County and/or Other Defined Location</b>	<b>Rate (\$)</b>
San Francisco	San Francisco	\$64
San Luis Obispo	San Luis Obispo	\$54
San Mateo/Foster City/Belmont	San Mateo	\$54
Santa Barbara	Santa Barbara	\$59
Santa Cruz	Santa Cruz	\$54
Santa Monica	City limits of Santa Monica	\$64
Santa Rosa	Sonoma	\$64
South Lake Tahoe	El Dorado	\$54
Stockton	San Joaquin	\$44
Sunnyvale/Palo Alto/San Jose	Santa Clara	\$59
Tahoe City	Placer	\$59
Truckee	Nevada	\$59
Visalia/Lemoore	Tulare and Kings	\$49
West Sacramento	Yolo	\$44
Yosemite National Park	Mariposa	\$64
<b>Colorado</b>		
Aspen	Pitkin	\$64
Boulder/Broomfield	Boulder and Broomfield	\$54
Colorado Springs	El Paso	\$44
Crested Butte/Gunnison	Gunnison	\$49
Denver/Aurora	Denver, Adams, Arapahoe, Jefferson Counties	\$49
Douglas County	Douglas	\$54
Durango	La Plata	\$49
Fort Collins/Loveland	Larimer	\$44
Glenwood Springs/Grand Junction	Garfield/Mesa	\$49
Silverthorne/Breckenridge	Summit	\$54
Steamboat Springs	Routt	\$54
Telluride	San Miguel	\$59
Vail	Eagle	\$64
<b>Connecticut</b>		
Bridgeport/Danbury	Fairfield	\$64
Cromwell/Old Saybrook	Middlesex	\$44
Hartford	Hartford	\$49
Lakeville/Salisbury	Litchfield	\$64
New Haven	New Haven	\$64
New London/Groton	New London	\$64
Putnam/Danielson/Storrs/Mansfield	Windham/Tolland	\$59
<b>Delaware</b>		
Dover	Kent	\$44
<b>District of Columbia</b>		
District of Columbia	Washington DC (also the cities of Alexandria, Falls Church, and Fairfax, and the counties of Arlington, Loudoun, and Fairfax in Virginia; and the counties of Montgomery and Prince George's in Maryland) (See also Maryland and Virginia)	\$64
<b>Florida</b>		
Cocoa Beach	Brevard	\$44
Fort Lauderdale	Broward	\$54
Fort Myers	Lee	\$49
Fort Pierce	Saint Lucie	\$49
Fort Walton Beach/De Funiak Springs	Okaloosa and Walton	\$44
Gainesville	Alachua	\$44
Jacksonville/Jacksonville Beach/Mayport Naval Station/Fernandina Beach/Atlantic Beach	Duval, City of Jacksonville, and Nassau	\$49
Key West	Monroe	\$64
Leesburg	Lake	\$44
Miami	Miami-Dade	\$59
Naples	Collier	\$64
Ocala	Marion	\$44
Orlando	Orange	\$49

State and Key City	County and/or Other Defined Location	Rate (\$)
Palm Beach	Boca Raton, Delray Beach, Jupiter, Palm Beach Gardens, Palm Beach, Palm Beach Shores, Singer Island, and West Palm Beach	\$64
Panama City	Bay	\$49
Pensacola/Pensacola Beach	Escambia	\$49
Punta Gorda	Charlotte	\$44
Sarasota	Sarasota	\$49
St. Augustine	St. Johns	\$54
Stuart	Martin	\$49
Tallahassee	Leon	\$44
Tampa/St. Petersburg	Pinellas and Hillsborough	\$54
Vero Beach	Indian River	\$49
<b>Georgia</b>		
Atlanta	Fulton, Dekalb, and Cobb	\$49
Duluth/Norcross/Lawrenceville/Braselton	Gwinnett	\$44
Jekyll Island	Glynn	\$49
Savannah	Chatham	\$49
<b>Idaho</b>		
Boise	Ada	\$49
Coeur d'Alene	Kootenai	\$59
Sun Valley/Ketchum	Blaine	\$59
<b>Illinois</b>		
Bollingbrook/Romeoville/Lemont/Lockport/Homer Glen/Mokena/New Lenox	Will	\$44
Chicago	Cook and Lake	\$64
Elgin/Aurora	City of Elgin, Kane	\$44
Oak Brook Terrace	Dupage	\$49
Springfield	Sangamon	\$49
<b>Indiana</b>		
Bloomington	Monroe	\$44
Brownsburg/Plainfield	Hendricks	\$44
Hammond/Munster/Merrillville	Lake	\$44
Indianapolis/Carmel	Marion, Hamilton, Fort Benjamin Harrison Military Base	\$44
Nashville	Brown	\$49
South Bend	St. Joseph	\$44
Valparaiso/Burlington Beach	Porter	\$49
South Bend	St. Joseph	\$44
<b>Iowa</b>		
Des Moines	Polk	\$44
<b>Kansas</b>		
Kansas City/Overland Park	Wyandotte and Johnson	\$44
Wichita	Sedgwick	\$49
<b>Kentucky</b>		
Boone County	Boone	\$44
Kenton County	Kenton	\$44
Lexington	Fayette	\$49
Louisville	Jefferson	\$49
<b>Louisiana</b>		
Baton Rouge	East Baton Rouge Parish	\$44
Covington/Slidell	St. Tammany Parish	\$49
New Orleans	Orleans, St. Bernard, Jefferson and Plaquemine Parishes	\$59
Shreveport	Caddo Parish and Bossier Parish	\$44
<b>Maine</b>		
Bar Harbor	Hancock	\$49
Kennebunk/Kittery/Sanford	York	\$54
Portland	Cumberland/Sagadahoc	\$44
Rockport	Knox	\$49
<b>Maryland</b>		
Aberdeen/Bel Air/Belcamp/Edgewood	Harford	\$44

State and Key City	County and/or Other Defined Location	Rate (\$)
Annapolis	Anne Arundel	\$64
Baltimore City	Baltimore City	\$59
Baltimore County	Baltimore	\$54
Cambridge/St. Michaels	Dorchester and Talbot	\$54
Columbia	Howard	\$49
Ocean City	Worcester	\$64
Washington DC Metro Area	Montgomery and Prince Georges	\$64
<b>Massachusetts</b>		
Andover	Essex	\$59
Boston/Cambridge	Suffolk, City of Cambridge	\$64
Burlington/Woburn	Middlesex	\$59
Falmouth	City limits of Falmouth	\$49
Hyannis	Barnstable	\$59
Martha's Vineyard	Dukes	\$64
Nantucket	Nantucket	\$64
Pittsfield	Berkshire	\$59
Plymouth/Taunton/New Bedford	Plymouth/Bristol	\$54
Quincy	Norfolk	\$44
Springfield	Hampden	\$44
Worcester	Worcester	\$49
<b>Michigan</b>		
Ann Arbor	Washtenaw	\$44
Benton Harbor/St. Joseph/Stevensville	Berrien	\$49
Charlevoix	Charlevoix	\$49
Detroit	Wayne	\$44
Frankenmuth	Saginaw	\$44
Holland	Ottawa	\$44
Kalamazoo/Battle Creek	Kalamazoo/Calhoun	\$44
Mackinac Island	Mackinac	\$49
Mount Pleasant	Isabella	\$44
Petoskey	Emmet	\$54
Pontiac/Auburn Hills	Oakland	\$44
Traverse City and Leland	Grand Traverse and Leelanau	\$44
<b>Minnesota</b>		
Coon Rapids/Ramsey	Anoka	\$44
Duluth	St. Louis	\$49
Eagan/Burnsville/Mendota Heights/Lakeville/Inver Grove Heights	Dakota	\$49
Minneapolis/St. Paul	Hennepin and Ramsey	\$64
Rochester	Olmstead	\$44
<b>Mississippi</b>		
Gulfport/Biloxi	Harrison	\$44
Robinson	Tunica	\$44
Starkville	Oktibbeha	\$44
<b>Missouri</b>		
Kansas City	Jackson, Clay, Cass and Platte	\$49
Osage Beach/St. Robert / Ft. Leonardwood	Cambden/Miller/Pulaski	\$49
St. Louis	St. Louis, St. Louis City, and St. Charles	\$59
<b>Montana</b>		
Big Sky/West Yellowstone	Gallatin	\$49
Butte	Silver Bow	\$44
Missoula/Polson/Kalispell	Missoula/Lake/Flathead	\$44
<b>Nebraska</b>		
Omaha	Douglas	\$49
<b>Nevada</b>		
Incline Village/Crystal Bay/Reno/Sparks	Washoe	\$49
Las Vegas	Clark	\$64
Stateline / Carson City	Douglas/Carson City Counties	\$64



State and Key City	County and/or Other Defined Location	Rate (\$)
<b>New Hampshire</b>		
Concord	Merrimack	\$44
Conway	Carroll	\$49
Durham	Strafford	\$44
Lebanon/Lincoln/West Lebanon/Franconia/Hanover/ Holderness/Sunapee/Waterville Valley/North Woodstock/Plymouth	Grafton and Sullivan	\$49
Manchester	Hillsborough	\$44
Portsmouth	Rockingham	\$44
<b>New Jersey</b>		
Atlantic City/Ocean City/Cape May	Atlantic and Cape May	\$54
Belle Mead	Somerset	\$44
Cherry Hill/Moorestown	Camden and Burlington	\$44
Eatontown/Freehold	Monmouth	\$49
Edison/Piscataway	Middlesex	\$44
Newark	Essex, Bergen, Hudson, and Passaic	\$49
Parsippany	Morris	\$49
Princeton/Trenton	Mercer	\$44
Springfield/Cranford/New Providence/ Westfield/Clark/Summit/Linden	Union	\$49
<b>New Mexico</b>		
Albuquerque	Bernalillo	\$49
Los Alamos	Los Alamos	\$49
Santa Fe	Santa Fe	\$59
<b>New York</b>		
Albany	Albany	\$49
Buffalo	Erie	\$54
Floral Park/Garden City/Glen Cove/Great Neck/Roslyn	Nassau	\$64
Glens Falls	Warren	\$49
Ithaca/Waterloo/Romulus	Tompkins and Seneca	\$44
Kingston	Ulster	\$49
Lake Placid	Essex	\$54
Manhattan (includes the boroughs of Manhattan, Brooklyn, The Bronx, and Staten Island)	The boroughs of Manhattan, Brooklyn, the Bronx, and Richmond County	\$64
Niagara Falls	Niagara	\$44
Nyack/Palisades	Rockland	\$49
Poughkeepsie	Dutchess	\$54
Queens	Queens	\$59
Riverhead/Ronkonkoma/Melville/Smithtown/ Huntington Station/Amagansett/ East Hampton/Montauk/Southampton/Islandia/ Commack/Medford/Stony Brook/ Hauppauge/Centereach	Suffolk	\$64
Rochester	Monroe	\$44
Saratoga Springs/Schenectady	Saratoga and Schenectady	\$44
Syracuse	Onondaga	\$44
Tarrytown/White Plains/New Rochelle/Yonkers	Westchester	\$59
West Point	Orange	\$44
<b>North Carolina</b>		
Asheville	Buncombe	\$49
Atlantic Beach/Morehead City	Carteret	\$49
Chapel Hill	Orange	\$49
Charlotte	Mecklenburg	\$49
Durham	Durham	\$49
Greensboro	Guilford	\$44
Kill Devil	Dare	\$54
New Bern/Havelock	Craven	\$44
Raleigh	Wake	\$54
Wilmington	New Hanover	\$49
Winston-Salem	Forsyth	\$44

State and Key City	County and/or Other Defined Location	Rate (\$)
<b>Ohio</b>		
Akron	Summit	\$49
Canton	Stark	\$44
Cincinnati	Hamilton and Clermont	\$54
Cleveland	Cuyahoga	\$54
Columbus	Franklin	\$49
Dayton/Fairborn	Greene, Darke, and Montgomery	\$44
Hamilton	Butler and Warren	\$49
Mentor	Lake	\$44
Port Clinton	Ottawa	\$44
Toledo	Lucas	\$44
<b>Oklahoma</b>		
Oklahoma City	Oklahoma	\$49
Tulsa	Tulsa, Creek, Osage, and Rogers Counties	\$44
<b>Oregon</b>		
Ashland/Crater Lake	Jackson/Klamath	\$44
Beaverton	Washington	\$44
Bend	Deschutes	\$44
Eugene/Florence	Lane	\$44
Lincoln City	Lincoln	\$49
Portland	Multnomah	\$49
Seaside	Clatsop	\$54
<b>Pennsylvania</b>		
Allentown/Easton/Bethlehem	Lehigh and Northampton	\$44
Bucks County	Bucks	\$59
Chambersburg	Franklin	\$44
Chester/Radnor/Essington	Delaware	\$44
Gettysburg	Adams	\$54
Harrisburg	Daupin	\$44
Hershey	City of Hershey	\$44
Lancaster	Lancaster	\$49
Malvern/Frazer/Berwyn/Phoenixville	Chester	\$49
Mechanicsburg	Cumberland	\$54
Montgomery County	Montgomery	\$59
Philadelphia	Philadelphia	\$64
Pittsburgh	Allegheny	\$54
Reading	Berks	\$44
State College	Centre	\$44
<b>Rhode Island</b>		
East Greenwich/Warwick/North Kingstown	Kent and Washington	\$49
Jamestown/Middletown/Newport	Newport	\$64
Providence	Providence	\$54
<b>South Carolina</b>		
Charleston	Charleston, Berkeley, and Dorchester	\$54
Columbia	Richland	\$44
Greenville	Greenville	\$49
Hilton Head	Beaufort	\$54
Myrtle Beach	Horry	\$54
<b>South Dakota</b>		
Rapid City	Pennington	\$44
Sturgis/Spearfish	Meade, Butte, and Lawrence	\$44
<b>Tennessee</b>		
Brentwood/Franklin	Williamson	\$49
Chattanooga	Hamilton	\$44
Gatlinburg/Townsend	Sevier and Blount	\$49
Knoxville	Knox	\$49
Memphis	Shelby	\$49
Nashville	Davidson	\$54

State and Key City	County and/or Other Defined Location	Rate (\$)
<b>Texas</b>		
Arlington/Fort Worth/Grapevine	Tarrant County and City limits of Grapevine	\$44
Austin	Travis	\$54
Corpus Christi	Nueces	\$44
Dallas	Dallas County and City of Dallas	\$59
El Paso	El Paso	\$44
Galveston	Galveston	\$49
Houston (L.B. Johnson Space Center)	Montgomery, Fort Bend, and Harris	\$59
Laredo	Webb	\$44
McAllen	Hidalgo	\$44
Plano	Collin	\$49
Round Rock	Williamson	\$44
San Antonio	Bexar	\$54
South Padre Island	Cameron	\$44
<b>Utah</b>		
Ogden	Weber	\$44
Park City	Summit	\$64
Provo	Utah	\$49
Salt Lake City	Salt Lake and Tooele	\$54
<b>Vermont</b>		
Burlington/St. Albans	Chittenden and Franklin	\$49
Manchester	Bennington	\$59
Montpelier	Washington	\$54
Stowe	Lamoille	\$64
White River Junction	Windsor	\$54
<b>Virginia</b>		
Charlottesville	City of Charlottesville	\$44
Chesapeake/Suffolk	Cities of Chesapeake and Suffolk	\$44
Chesterfield/Henrico Counties	Chesterfield/Henrico	\$49
Hampton City/Newport News	Cities of Hampton City and Newport News	\$44
James City and York Counties, Williamsburg	James City and York Counties, City of Williamsburg	\$54
Loudon County	Loudon	\$59
Lynchburg	Campbell, Lynchburg City	\$44
Norfolk/Portsmouth	Cities of Norfolk and Portsmouth	\$59
Richmond	The City of Richmond	\$54
Roanoke	City limits of Roanoke	\$44
Spotsylvania County/City of Fredericksburg	Spotsylvania	\$49
Stafford/Prince William Counties	Stafford/Prince William	\$44
Virginia Beach County	Virginia Beach	\$54
Wallops Island	Accomack	\$49
Warrenton	Fauquier	\$44
Washington DC Metro Area	Cities of Alexandria, Fairfax, and Falls Church; Arlington and Fairfax	\$64
<b>Washington</b>		
Anacortes/Camano Island/Coupeville/Mount Vernon/La Conner/Burlington/Friday Harbor	Skagit Island, San Juan	\$59
Bremerton	Kitsap	\$59
Everett/Lynnwood	Snohomish	\$54
Ocean Shores	Grays Harbor	\$44
Olympia/Tumwater	Thurston	\$49
Port Angeles/Port Townsend	Clallam and Jefferson	\$59
Seattle	King	\$64
Spokane	Spokane	\$49
Tacoma	Pierce	\$59
Vancouver	Clark, Cowlitz, and Skamania	\$49
<b>West Virginia</b>		
Charleston	Kanawha	\$44
Huntington/Barboursville	Cabell/Wayne	\$44
Morgantown	Monongalia	\$44

State and Key City	County and/or Other Defined Location	Rate (\$)
Shepherdstown	Jefferson	\$44
Wheeling	Ohio	\$44
<b>Wisconsin</b>		
Appleton	City of Appleton	\$44
Brookfield/Racine	Waukesha/Racine	\$44
Green Bay	Brown	\$44
Lake Geneva	Walworth	\$54
Madison	Dane	\$54
Milwaukee	Milwaukee	\$44
Sheboygan	Sheboygan	\$44
Sturgeon Bay	Door	\$49
Wisconsin Dells	Columbia	\$64
<b>Wyoming</b>		
Cody	Park	\$44
Jackson/Pinedale	Teton and Sublette	\$54

\* \* \* \* \*

**Handbook F-12, Relocation Policy**

\* \* \* \* \*

**B Relocation Rates**

\* \* \* \* \*

**I Mileage Rates**

**C High cost localities**

\* \* \* \* \*

[Revise B-I.C to read as follows:]

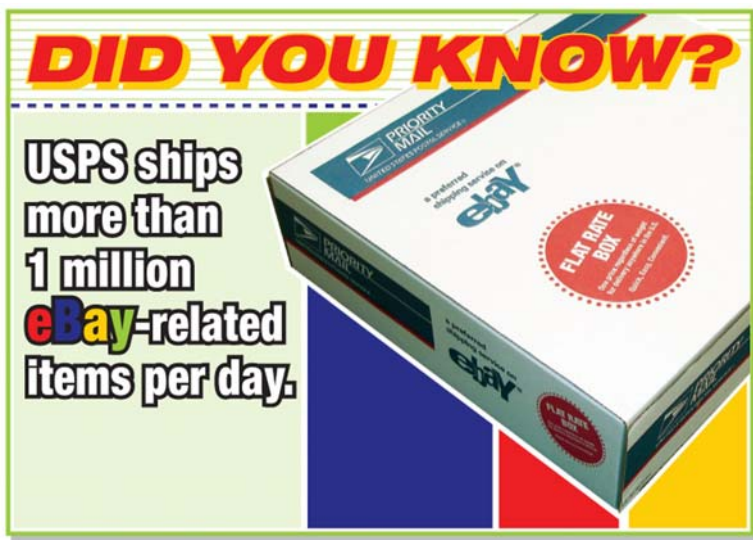
[Insert table again here]

\* \* \* \* \*

We will incorporate these revisions into the next printed editions of Handbook F-15 and Handbook F-12 and into the next update of the online version of Handbook F-15 accessible on the Postal Service™ PolicyNet Web site:

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click on *References*.
- Under “References” in the right-hand column, under “Policies,” click on *PolicyNet*.
- Then click on *HBKs*.

— National Accounting,  
Finance, 9-28-06



## CORRECTION

**Revised PS Form 17, Stamp Requisition/Stamp Return**

This article revises the form that goes with the article "PS Form 17, Stamp Requisition/Stamp Return" published in *Postal Bulletin* 22189 (9-14-06, pages 21 and 40). The revised form was updated to move and enlarge the Registry Number Used, Shipment #, and Location ID blocks.

A copy of PS Form 17 appears on page 53 of this *Postal Bulletin*. Offices may reproduce this copy locally until they order and receive the form from the MDC.

Offices may order PS Form 17 from the MDC by using touch tone order entry (TTOE): Call 800-332-0317, option 2.

*Note:* You must be registered to use TTOE. To register, call 800-332-0317, option 1, extension 2925, and follow the prompts to leave a message. (Wait 48 hours after registering before placing your first order.)

Use the following information to order PS Form 17:

<b>PSIN:</b>	PS17
<b>PSN:</b>	7530-03-000-9112
<b>Quick Pick #:</b>	138
<b>Unit of Issue:</b>	PD
<b>Issue Increment:</b>	1
<b>Bulk Pack Quantity:</b>	40
<b>Price:</b>	\$1.7681
<b>Edition Date:</b>	09/06

PS Form 17 also is available on the Postal Service™ PolicyNet Web site:

- Go to <http://blue.usps.gov>.
- Under "Essential Links" in the left-hand column, click on *References*.
- Under "References" in the right-hand column, under "Policies," click on *PolicyNet*.
- Then click on *Forms*.

(The direct URL for the Postal Service™ PolicyNet Web site is <http://blue.usps.gov/cpim>.)

— Revenue and Field Accounting,  
Finance, 9-28-06

## RURAL CARRIERS

**Equipment Maintenance Allowance Schedule for Rural Routes****Rural Carriers**

In accordance with provisions of article 9, section 2.J.3, of the Rural Carrier National Agreement, effective September 30, 2006 (Pay Period 21-06), the equipment maintenance allowance (EMA) will increase from 52.0 cents per mile to 52.5 cents per mile. The EMA is 52.5 cents per mile, or a minimum of \$21.00 per day, whichever is greater.

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

Employees providing auxiliary assistance or serving auxiliary routes under provisions of article 9, section 2.J.5,

receive an EMA of 52.5 cents per mile or \$5.85 per hour, whichever is greater. This EMA should not exceed the amount provided in the special EMA for the route stops and miles.

**EMA Rate Schedule**

The EMA rate schedule on pages 26–27 supersedes all previously published EMA schedules for employees receiving EMA.

— Collective Bargaining and Arbitration,  
Labor Relations, 9-28-06





USPS 26-9902  
MINNEAPOLIS ISC  
REPORT AAQ530P1

RURAL EQUIPMENT MAINTENANCE

R A T E S C H E D U L E

DATE 09-15-06  
PAGE 2

EFFECTIVE PP-YR 21-06  
BASED ON \$0.525 PER MILE

MILES	STOPS =	*0640**0660**0680**0700**0720**0740**0760**0780**0800**0820**0840**0860**0880**0900**0920**0940**0960**0980**1000
8	22.50	22.60 22.70 22.80 22.90 23.00 23.10 23.20 23.30 23.40 23.50 23.60 23.70 23.80 23.90 24.00 24.10 24.20 24.30
9	22.60	22.70 22.80 22.90 23.00 23.10 23.20 23.30 23.40 23.50 23.60 23.70 23.80 23.90 24.00 24.10 24.20 24.30 24.40
10	22.70	22.80 22.90 23.00 23.10 23.20 23.30 23.40 23.50 23.60 23.70 23.80 23.90 24.00 24.10 24.20 24.30 24.40 24.50
11	22.80	22.90 23.00 23.10 23.20 23.30 23.40 23.50 23.60 23.70 23.80 23.90 24.00 24.10 24.20 24.30 24.40 24.50 24.60
12	22.90	23.00 23.10 23.20 23.30 23.40 23.50 23.60 23.70 23.80 23.90 24.00 24.10 24.20 24.30 24.40 24.50 24.60 24.70
13	23.00	23.10 23.20 23.30 23.40 23.50 23.60 23.70 23.80 23.90 24.00 24.10 24.20 24.30 24.40 24.50 24.60 24.70 24.80
14	23.10	23.20 23.30 23.40 23.50 23.60 23.70 23.80 23.90 24.00 24.10 24.20 24.30 24.40 24.50 24.60 24.70 24.80 24.90
15	23.20	23.30 23.40 23.50 23.60 23.70 23.80 23.90 24.00 24.10 24.20 24.30 24.40 24.50 24.60 24.70 24.80 24.90 25.00
16	23.30	23.40 23.50 23.60 23.70 23.80 23.90 24.00 24.10 24.20 24.30 24.40 24.50 24.60 24.70 24.80 24.90 25.00 25.10
17	23.40	23.50 23.60 23.70 23.80 23.90 24.00 24.10 24.20 24.30 24.40 24.50 24.60 24.70 24.80 24.90 25.00 25.10 25.20
18	23.50	23.60 23.70 23.80 23.90 24.00 24.10 24.20 24.30 24.40 24.50 24.60 24.70 24.80 24.90 25.00 25.10 25.20 25.30
19	23.60	23.70 23.80 23.90 24.00 24.10 24.20 24.30 24.40 24.50 24.60 24.70 24.80 24.90 25.00 25.10 25.20 25.30 25.40
20	23.70	23.80 23.90 24.00 24.10 24.20 24.30 24.40 24.50 24.60 24.70 24.80 24.90 25.00 25.10 25.20 25.30 25.40 25.50
21	23.80	23.90 24.00 24.10 24.20 24.30 24.40 24.50 24.60 24.70 24.80 24.90 25.00 25.10 25.20 25.30 25.40 25.50 25.60
22	23.90	24.00 24.10 24.20 24.30 24.40 24.50 24.60 24.70 24.80 24.90 25.00 25.10 25.20 25.30 25.40 25.50 25.60 25.70
23	24.00	24.10 24.20 24.30 24.40 24.50 24.60 24.70 24.80 24.90 25.00 25.10 25.20 25.30 25.40 25.50 25.60 25.70 25.80
24	24.10	24.20 24.30 24.40 24.50 24.60 24.70 24.80 24.90 25.00 25.10 25.20 25.30 25.40 25.50 25.60 25.70 25.80 25.90
25	24.20	24.30 24.40 24.50 24.60 24.70 24.80 24.90 25.00 25.10 25.20 25.30 25.40 25.50 25.60 25.70 25.80 25.90 26.00
26	24.30	24.40 24.50 24.60 24.70 24.80 24.90 25.00 25.10 25.20 25.30 25.40 25.50 25.60 25.70 25.80 25.90 26.00
27	24.40	24.50 24.60 24.70 24.80 24.90 25.00 25.10 25.20 25.30 25.40 25.50 25.60 25.70 25.80 25.90 26.00
28	24.50	24.60 24.70 24.80 24.90 25.00 25.10 25.20 25.30 25.40 25.50 25.60 25.70 25.80 25.90 26.00
29	24.60	24.70 24.80 24.90 25.00 25.10 25.20 25.30 25.40 25.50 25.60 25.70 25.80 25.90 26.00
30	24.70	24.80 24.90 25.00 25.10 25.20 25.30 25.40 25.50 25.60 25.70 25.80 25.90 26.00
31	24.80	24.90 25.00 25.10 25.20 25.30 25.40 25.50 25.60 25.70 25.80 25.90 26.00
32	24.90	25.00 25.10 25.20 25.30 25.40 25.50 25.60 25.70 25.80 25.90 26.00
33	25.00	25.10 25.20 25.30 25.40 25.50 25.60 25.70 25.80 25.90 26.00
34	25.10	25.20 25.30 25.40 25.50 25.60 25.70 25.80 25.90 26.00
35	25.20	25.30 25.40 25.50 25.60 25.70 25.80 25.90 26.00
36	25.30	25.40 25.50 25.60 25.70 25.80 25.90 26.00
37	25.40	25.50 25.60 25.70 25.80 25.90 26.00
38	25.50	25.60 25.70 25.80 25.90 26.00
39	25.60	25.70 25.80 25.90 26.00
40	25.70	25.80 25.90 26.00
41	25.80	25.90 26.00
42	25.90	26.00
43	26.00	

## CORRECTION

**New Account Identifier Codes for Postal Lobby Copy Machine Revenue**

This article is a replacement for the article “Postmaster/Field Guide Revision: New Account Identifier Codes for Postal Lobby Copy Machine Revenue” in *Postal Bulletin* 22187 (8-17-06, pages 16–17).

Effective September 1, 2006, we activated two new account identifier codes (AICs) for Post Offices™ and postal retail units to record postal lobby copy machine activities:

- Use AIC 248, Copy Machine Revenue, to record funds received from postal lobby copy machines.
- Use AIC 548, Servicing Vendor Copy Machine Reimbursements, to record the amounts reimbursed once a month to the copy machine servicing vendor or company.

Post Offices and postal retail units that have not modified the contracts with their postal lobby copy machine vendors will perform the following activities:

1. Withdraw the money from the copy machine.
2. Record the funds in AIC 248, Copy Machine Revenue, and deposit the funds.
3. Keep a log of funds received from lobby copy machines.

At the end of each month, the Post Office or the postal retail unit will process the invoice(s) received from the copy machine servicing vendor or company, as follows:

1. Complete PS Form 3533, *Application and Voucher for Refund of Postage, Fees, and Services*, with the servicing vendor’s or company’s name.

2. Ensure that the supervisor has authorized the payment to the servicing vendor or company:

- For amounts of \$500 or less:
  - Record the amount into AIC 548, Servicing Vendor Copy Machine Reimbursement, and offset to AIC 100 and AIC 101.
  - Issue a no-fee money order locally addressed to the servicing vendor or company.
- For amounts of \$500.01 and greater:
  - Record the amount into AIC 548, Servicing Vendor Copy Machine Reimbursements, and offset to AIC 280, Disbursement Sent to ASC.
  - Attach the system-generated receipt for the AIC 280 amount to the completed PS Form 3533 and submit them to the following address:

SCANNING AND IMAGING CENTER  
US POSTAL SERVICE  
PO BOX 9000  
SIOUX FALLS SD 57117

3. Keep a log of funds reimbursed to servicing vendor or servicing company.

*Note:* Do not use AIC 548 for customer refunds of lobby copy machines. Customer refunds will be withdrawn from the postal lobby copy machine.

**Account Identifier Code and General Ledger Account Crosswalk**

AIC	Master Title	General Description	GLA	FPR	Revenue
248	Copy Machine Revenue	Funds collected from the postal lobby copy machine.	43350248	04	Retail
548	Servicing Vendor Copy Machine Reimbursement	Reimbursement issued to servicing vendor of postal lobby copy machine.	43350548	04	Retail

We will incorporate these revisions into the next printed edition of the *Postmaster/Field Guide*. The online version is accessible on the Postal Service™ Intranet:

- Go to <http://blue.usps.gov/finance>.
- Under “Departments,” click on *Accounting*.

- In the Quick Links section, under “References,” click on *Postmaster/Field Guide*.

— *Revenue and Field Accounting,  
Finance, 9-28-06*

## NOTICE

**Household Diary Study**

The Postal Service's Household Diary Study (HDS), conducted since 1987, provides information about the contents of the mail sent and received by U.S. households. The Postal Service™ uses this information to help understand why and how customers use the mail. The results are used to:

- Forecast mail volume.
- Plan marketing strategies.
- Provide information for rate-setting purposes.

The HDS is administered at Headquarters by the Office of Demand Forecasting and Economic Analysis, Finance. NuStats, the HDS survey research firm contractor since July 1999, conducts the interviews and collects and analyzes the HDS data throughout the year.

HDS is a two-stage survey. Stage 1 is the Household Interview. NuStats sends an advance letter, signed by the postmaster general, to a representative sample of U.S. households. This letter emphasizes the importance of the HDS and asks for participation. These sample households are contacted either by telephone or in person and asked about the mail they send and receive, their adoption and use of various communications' technologies, their attitudes about mail service in general, and information relating to their household and personal demographics. Those respondent households are recruited to participate in HDS Stage 2.

Stage 2 is the Mail Diary. NuStats asks households that agree to participate in Stage 2 to record information about the mail they send and receive for a 7-day period from Monday to Sunday. Information recorded includes number

of mailpieces received and sent, industry mail source, mail characteristics, and attitudes regarding mail received. As an incentive for HDS Stage 2 participation, households are offered the options of receiving \$30 or a roll of 100 First-Class Mail® stamps.

Customers who participate in Stage 2 of the HDS can expect to receive their incentive about 2 months after they return the diary packet to NuStats.

Data gathered in both HDS stages is available in a final report, *The Household Diary Study — Mail Use and Attitudes*. The report is published in hard copy and a free electronic file. Order forms for the latest HDS report may be obtained via the Postal Service Internet at [www.usps.com/householddiary](http://www.usps.com/householddiary).

For additional information, contact either of the following individuals:

**John Pickett**

Telephone: 202-268-2641  
 Fax: 202-268-6841  
 E-mail [john.pickett@usps.gov](mailto:john.pickett@usps.gov)

**John Mazzone**

Telephone: 202-268-4169  
 Fax: 202-268-6841  
 E-mail [john.f.mazzone@usps.gov](mailto:john.f.mazzone@usps.gov)

Study participants may also contact NuStats directly for help or information at 888-441-8777 or [usps@nustats.com](mailto:usps@nustats.com).

— Office of Demand Forecasting and Economic Analysis,  
 Finance, 9-28-06

**International Mail**

## ICM UPDATES

**International Customized Mail**

The International Customized Mail (ICM) updates now appear on the Postal Service™ Internet Web site at [www.usps.com](http://www.usps.com).

To read the latest updates:

- Go to [www.usps.com](http://www.usps.com).
- Click *All Products and Services*, then *International Customized Mail Updates*.

(The direct URL is <http://www.usps.com/publications/icm/welcome.htm>.)

— Pricing Strategy,  
 Pricing and Classification, 9-28-06

# Information Technology

## HANDBOOK AS-805 REVISION

### Information Security

Handbook AS-805, *Information Security*, is revised as follows to:

- Update the URL link and e-mail address in the transmittal letter.
- Update ordering information in the transmittal letter.
- Add USB storage devices to the examples of electronic media.
- Change the information designation “business-controlled sensitivity” to “business-controlled sensitive.”
- Change the information designation “business-controlled criticality” to “business-controlled critical.”
- Require the labeling of sensitive and business-controlled sensitive output from the “Print Screen” function.
- Change references from ASM 35 to Handbook AS-353.
- Prohibit the storage of Postal Service™ information on non-Postal Service–owned devices.
- Prohibit vendors from commingling Postal Service and non-Postal Service electronic information.
- Change the encryption policy for sensitive and business-controlled sensitive information in storage and in transit.
- Address the encryption of payment card industry (PCI) information.
- Address the removal of Postal Service information from Postal Service premises.
- Address the removal of unauthorized software.
- Restrict using personal information resources (e.g., portable devices and media) at Postal Service facilities.
- Require that managers remove privileged access for system and database administrator access on change-of-job responsibilities and annually review access privileges of all personnel.
- Address departing system and database administrators.
- Address using eAccess for managing authorizations.
- Address requests for use of non-expiring password accounts.
- Require spyware protection measures.

- Require isolation of Postal Service and non-Postal Service networks.
- Update wireless technical requirements.

Watch for communications in coming weeks that will provide you with guidelines and tools to help you comply with these new data protection policies and to meet your business needs.

### Handbook AS-805, *Information Security*

#### Transmittal Letter

\* \* \* \* \*

#### C. Distribution

*[Revise link as follows:]*

\*\*\*<http://blue.usps.gov/cpim/hbkid.htm>\*\*\*

#### D. Comments and Questions

\* \* \* \* \*

*[Revise the third paragraph to read as follows:]*

Comments may also be sent by e-mail to [information\\_security@usps.gov](mailto:information_security@usps.gov).

*[Add fourth paragraph to read as follows:]*

Additional copies may be ordered from the Material Distribution Center (MDC) using touch tone order entry (TTOE). Call 800-332-0317; select option 2.

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

\* \* \* \* \*

*[Replace all references to “business-controlled sensitivity” with “business-controlled sensitive” and references to “business-controlled criticality” with “business-controlled critical” throughout the handbook.]*

\* \* \* \* \*

### 3 Information Designation and Control

\* \* \* \* \*

### 3-3 Information Designation

\* \* \* \* \*

**3-3.3 Determination of Sensitivity and Criticality**

\* \* \* \* \*

**3-3.3.2 Business Impact Assessment Process**

*[Delete item g. Reletter current item h as new item g.]*

\* \* \* \* \*

**3-5 Handling Information and Media**

\* \* \* \* \*

**3-5.1 Labeling of Information and Media**

**3-5.1.1 Sensitive Information**

*[Revise the first paragraph to read as follows:]*

Sensitive information included in electronic media (e.g., disks, diskettes, tapes, and USB storage devices) and hardcopy output (e.g., printouts, screen prints, photocopies, architecture drawings, and engineering layouts) must be legibly and durably labeled as “RESTRICTED INFORMATION.”

\* \* \* \* \*

*[Insert the following at the end of this section:]*

**Caution:** The “Print Screen” function can also result in hardcopy that must be legibly and durably labeled as “RESTRICTED INFORMATION.”

*[Revise the title and first paragraph of 3-5.1.2 to read as follows:]*

**3-5.1.2 Business-Controlled Sensitive Information**

Business-controlled sensitive information included in electronic media (e.g., disks, diskettes, tapes, and USB storage devices) and hardcopy output (e.g., printouts, screen prints, photocopies, architecture drawings, and engineering layouts) must be legibly and durably labeled as “RESTRICTED INFORMATION.”

\* \* \* \* \*

**3-5.2 Retention of Information**

*[Change the reference from ASM 35 to Handbook AS-353.]*

**3-5.3 Storage of Information**

*[Insert text in 3-5.3 to read as follows:]*

The storage of Postal Service information on non-Postal Service–owned devices is prohibited.

**3-5.3.1 Sensitive Information**

*[Revise 3-5.3.1 to read as follows:]*

Sensitive information, whether in electronic or non-electronic format, must be stored in a controlled area or a locked cabinet in accordance with established Postal Service policies and procedures (see Handbook AS-353).

*[Revise the title and text of 3-5.3.2 to read as follows:]*

**3-5.3.2 Business-Controlled Sensitive, Critical, and Business-Controlled Critical Information**

Business-controlled sensitive, critical, and business-controlled critical information, whether in electronic or non-electronic format, must be stored in a controlled area or a locked cabinet in accordance with established Postal Service policies and procedures (see Handbook AS-353).

*[Insert new section to read as follows:]*

**3-5.3.3 Isolation of Postal Service and Non-Postal Service Information**

Non-publicly available Postal Service information must be isolated from non-Postal Service information (e.g., business partner and vendor information) unless required by law or regulation. Non-publicly available Postal Service and non-Postal Service information must not be commingled in storage at Postal Service facilities, non-Postal Service facilities, or at backup sites unless required by law or regulation.

**3-5.4 Encryption of Information**

*[Revise the title and text of 3-5.4.1 to read as follows:]*

**3-5.4.1 Encryption of Information in Transit Across Networks**

Sensitive and business-controlled sensitive information must be encrypted in transit across networks.

*[Revise the title and text of 3-5.4.2 to read as follows:]*

**3-5.4.2 Encryption of Information on Removable Devices or Media and in Offsite Storage**

Sensitive and business-controlled sensitive information on removable devices or media must be encrypted. Sensitive and business-controlled sensitive information that is stored off Postal Service premises must also be encrypted.

*[Insert a new section, 3-5.4.3, as follows:]*

**3-5.4.3 Encryption of Payment Card Industry Information**

Payment card industry (PCI) information must be encrypted throughout the lifecycle.

*[Renumber current 3-5.5 through 3-5.6.8 as new 3-5.6 through 3-5.9. Insert new 3-5.5 to read as follows:]*

**3-5.5 Removal of Postal Service Information from Postal Service Premises**

The requirements for (1) accessing or downloading sensitive and business-controlled sensitive Postal Service electronic information off Postal Service premises or (2) taking sensitive and business-controlled sensitive Postal Service

electronic and non-electronic information off-site (i.e., non-Postal Service premises) including Postal Service data processed by business partners are:

- a. The removal and storage of sensitive and business-controlled sensitive Postal Service electronic information from Postal Service premises must be approved in writing by the functional vice president (data steward) and the Chief Information Officer (CIO).
- b. Postal Service information accessed, processed, or stored at non-Postal Service sites must use Postal Service-owned hardware and software. The use of business partner hardware and software must be approved by the CIO and the functional vice president (data steward) and must meet Postal Service standards for server hardening and malicious code protection.
- c. ACE-supported infrastructure components must connect to the Postal Service Intranet over a secure link at least weekly to receive appropriate security patches and virus recognition patterns. Non-ACE-supported infrastructure components must be appropriately patched and have the latest virus recognition patterns installed.
- d. All Postal Service sensitive and business-controlled sensitive information must be encrypted during transmission and in storage on removable devices and media. Also all sensitive and business-controlled sensitive information must be encrypted in storage off Postal Service premises.
- e. All Postal Service hardware devices, hardcopy, and media (including backups) containing sensitive and business-controlled sensitive information must be secured against theft (e.g., personal valuables safe, gun safe, locked cabinet, locked cable). Approved business partner devices must be likewise secured.
- f. There must be accountability in the life cycle management of any sensitive and business-controlled sensitive information removed off Postal Service premises. This data and all copies must be inventoried annually and formally tracked (e.g., logbook, tape management system) from creation to destruction.

**3-5.6 Release of Information**

*[Change reference from ASM 35 to Handbook AS-353.]*

\* \* \* \* \*

*[Revise title of 3-5.7 to read as follows:]*

**3-5.7 Disposal and Destruction of Information and Media**

\* \* \* \* \*

**3-5.7.3 Disposal of Nonelectronic Information**

*[Change reference from ASM 35 to Handbook AS-353.]*

\* \* \* \* \*

*[Revise title of new 3-5.8 to read as follows:]*

**3-5.8 Handling Contaminated Information Resources**

*[Revise title of new 3-5.8.1 to read as follows:]*

**3-5.8.1 Sensitive and Business-Controlled Sensitive Information**

\* \* \* \* \*

**5 Acceptable Use**

\* \* \* \* \*

**5-5 Hardware and Software**

\* \* \* \* \*

**5-5.3 Using Approved Software**

*[Revise text in 5-5.3 to read as follows:]*

To protect the integrity of Postal Service information resources, only approved software may be used in the Postal Service computing environment (PCE). To obtain approval to use software not on the ITK, a formal request must be made to the EAC. The formal request process applies to: purchased and licensed applications; shareware; freeware; and downloads from bulletin boards, Internet, Intranet, FTP sites, local area networks (LANs), and wide area networks (WANs).

Unapproved software will be removed by IT personnel.

In addition to approval by the EAC, shareware and freeware must have a formal code review performed and must be scanned for viruses and malicious code prior to use on any Postal Service information resource. Software used in Engineering initiatives associated with the MPE/MHE environment that use or interact with IT information resources must be approved by the EAC and registered on the ITK.

\* \* \* \* \*

**5-5.5 Protecting Postal Service Networks**

*[Delete the word "personal" from the last sentence.]*

\* \* \* \* \*

*[Revise the title of 5-8 to read as follows:]*

**5-8 Generally Prohibited Uses of Postal Service Information Resources**

\* \* \* \* \*

[Renumber current 5-9 as new 5-10. Insert new 5-9 to read as follows:]

**5-9 Prohibited Uses of Personal Information Resources**

Prohibited activities when using personal information resources include, but are not limited to, the following:

- a. Do not bring personal information resources (e.g., laptops, notebooks, personal digital assistants [PDAs], handheld computers, or storage media including universal serial bus [USB] port devices) into Postal Service facilities.
- b. Do not connect personal information resources to the Postal Service Intranet (Blue).
- c. Do not use imaging devices (e.g., cameras, cell phones with cameras, or watches with cameras) at Postal Service facilities except as authorized by the user's vice president or his or her designee for business purposes.

[Revise title and text of new 5-10 to read as follows:]

**5-10 Protection of Privacy**

Sensitive and business-controlled sensitive information resources must protect the privacy-related data of customers and all personnel in accordance with the Postal Service privacy policy and the Privacy Act as applicable. Postal Service policies related to privacy, the Freedom of Information Act (FOIA), and records management can be found in Handbook AS-353. Postal Service privacy policy for customers is posted on [www.usps.com](http://www.usps.com).

\* \* \* \* \*

[Revise title and text of new 5-10.3 to read as follows:]

**5-10.3 Tracking Devices on Web Sites**

Postal Service policy addressing tracking devices is contained in the Postal Service privacy policy on [www.usps.com](http://www.usps.com). Use of persistent tracking devices (e.g., cookies and Web beacons) must be in accordance with this policy.

\* \* \* \* \*

[Renumber 5-10.3.2 as new 5-10.4 and 5-10.3.3 as new 5-10.5.]

**5-10.5 Transfer to Another Site**

[Delete the last sentence of the paragraph.]

**6 Personnel Security**

\* \* \* \* \*

**6-2 Roles and Responsibilities**

\* \* \* \* \*

**6-2.4 All Managers**

\* \* \* \* \*

[Reletter current items d through i as new items f through k. Insert new items d and e to read as follows:]

- d. Notifying appropriate system and database administrators when access to information resources by personnel under your supervision is no longer needed due to changing job requirements.
- e. Reviewing all access privileges to information resources by personnel under your supervision semi-annually and removing via eAccess those access privileges that are no longer needed.

\* \* \* \* \*

[Revise new items j and k to read as follows:]

- j. Processing departing (i.e., transferring to another organization or separating from the Postal Service) personnel appropriately and notifying the appropriate system and database administrators when personnel no longer require access to information resources.
- k. Initiating written requests for monitoring an individual's noncompliance with the acceptable use policies. For monitoring electronic messaging, follow the Management Instruction AS-870-2005-2: *Electronic Messaging (e-mail)* for the request and approval procedures on monitoring.

\* \* \* \* \*

**6-7 Departing Personnel**

\* \* \* \* \*

[Insert new 6-7.3 to read as follows:]

**6-7.3 Systems or Database Administrator Departure**

Routine separation or adverse termination of a systems administrator or a database administrator requires taking extra care and precautions. Upon departure, remove the privileged access as quickly as possible to maintain the security and integrity of the specific information resources to which the administrator had access. After departure, monitor the affected information resources for improper use or access. Specifically, the manager, supervisor, or contracting officer of the departing systems or database administrator must:

- a. Follow the requirements documented above in 6-7.1 for routine separation or 6-7.2 for adverse termination as applicable.
- b. Reconfigure access lists to remove the departed administrator's accounts.
- c. Disable or change the password or login requirements to all shared devices and applications.
- d. Disable or change passwords to all shared service and privileged accounts.

- e. Disallow physical access to buildings, systems, and information associated with the departed administrator's former access.
- f. Monitor all privileged accounts for usage and access to the systems, applications, and databases formerly under the administrator's control to ensure all access has been removed.
- g. Review records for Postal Service information approved for removal offsite and make appropriate efforts to recover information and/or equipment as applicable. Notify the manager, CISO, of any information identified as removed but not recovered.

\* \* \* \* \*

**7 Physical and Environmental Security**

\* \* \* \* \*

**7-3 Facility Security**

\* \* \* \* \*

**7-3.2 Physical Protection of Information Resources**

\* \* \* \* \*

[Revise the note to read as follows:]

Note: Sensitive and business-controlled sensitive information on information resources must be encrypted in transit. Sensitive and business-controlled sensitive information stored on removable devices or media must be encrypted and stored in a controlled area or in a locked cabinet. Sensitive and business-controlled sensitive information that is stored off Postal Service premises must also be encrypted and stored in a controlled area or in a locked cabinet.

\* \* \* \* \*

[Revise the title and text of 7-3.2.2 to read as follows:]

**7-3.2.2 Postal Service Workstations and Portable Devices**

Postal Service workstations and portable information resources must be protected at all times in use, storage, and in transit against damage, unauthorized access, and theft.

\* \* \* \* \*

[Revise the title and text of 7-3.2.3 to read as follows:]

**7-3.2.3 Non-Postal Service Portable Devices**

In order to protect Postal Service information from disclosure or compromise, non-Postal Service portable devices (e.g., laptops, notebooks, personal digital assistants [PDAs], handheld computers, cameras, watches with cameras, or storage media including universal serial bus [USB] port devices or thumb drives) should not be used on Postal Service facilities without written approval from the user's

vice president or his or her designee. Under no circumstances will such devices connect to the Postal Service Intranet (Blue) or store Postal Service information.

Visitors to Postal Service facilities are required to present non-Postal Service portable devices to the installation head or his or her designee upon entry to the facility. The installation head or his or her designee will determine if such devices must be surrendered for the duration of the visit. Under no circumstances will such devices connect to the Postal Service Intranet (Blue) or store Postal Service information.

\* \* \* \* \*

**8 System, Applications, and Product Development**

\* \* \* \* \*

**8.2 Roles and Responsibilities**

\* \* \* \* \*

**8-2.6 Portfolio Managers**

\* \* \* \* \*

[Add item i to read as follows:]

- i. Accepting personal accountability for adverse consequences if application was placed in production before the Application ISA process was completed.

\* \* \* \* \*

**8-5 Information Security Assurance Process**

\* \* \* \* \*

**8-5.1 What the ISA Process Covers**

[Add the following sentence to the end of the paragraph:]

\*\*\*All wireless information resources, regardless of sensitivity or criticality, must complete the full ISA process.

\* \* \* \* \*

**8-6 Application Information Security Assurance Phases**

\* \* \* \* \*

**8-6.3 Phase 3 — Testing**

\* \* \* \* \*

**8-6.3.6 Conduct Independent Security Code Review**

\* \* \* \* \*

**8-6.3.6.2 Criteria for Conducting an Independent Security Code Review**

\* \* \* \* \*

(Article continued on page 63.)



# Fraud Alert

## Domestic Orders

False Representation. Enforced by postmasters at the cities listed below.

State, City ZIP Code	Names and Addresses Covered	Product
AR, Forrest City 72336-2987	Janet Bickley Sabel, Jane Sabel, Thomas Sabel, and Lana Rose, P.O. Box 2987	Failure to render scheme
AR, Madison 72359-0063	Janet Bickley Sabel, Jane Sabel, Thomas Sabel, and Lana Rose, P.O. Box 63	Failure to render scheme
AR, Wynne 72396-0672	Janet Bickley Sabel, Jane Sabel, Thomas Sabel, and Lana Rose, P.O. Box 672	Failure to render scheme
TN, Lakeland 38002-8094	Janet Bickley Sabel, Jane Sabel, Thomas Sabel, and Lana Rose, 9160 Highway 64, Suite 12, Box 93	Failure to render scheme

— Judicial Officer, 9-28-06

## Withholding of Mail Order

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

State, City ZIP Code	Names and Addresses Covered
NV, Las Vegas 89104-7900	Any and all of various names including Stanley Duncan, 1736 E. Charleston Blvd., PMB 44

— Judicial Officer, 9-28-06

## Invalid Express Mail Corporate Account Numbers

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

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

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

005055	009375	029618	060444	064347	079940	103327	118481	191295	200333	200533	200752	200974
006107	009403	029623	060453	064605	079946	103467	118486	191825	200337	200551	200754	200975
006109	009565	031018	060458	064792	080043	103942	118500	192326	200340	200554	200757	200977
006281	009618	031250	060482	064948	080074	104530	118545	192759	200344	200556	200759	200979
006304	009714	034014	060489	064958	080079	105050	118554	192792	200349	200559	200761	200982
006356	009722	035009	060490	065068	080119	105511	118559	193134	200357	200564	200762	200983
006939	009781	037005	060504	065643	080157	105916	118581	193441	200359	200570	200775	200984
007029	009913	038049	060505	065909	080183	106050	118585	196058	200360	200573	200778	200986
007040	009993	038590	060528	066032	080308	106215	118596	200012	200369	200578	200779	200987
007054	010266	038600	060531	066339	080477	106522	118623	200015	200379	200584	200782	206045
007123	010528	038648	060535	067035	080515	106615	118631	200019	200380	200586	200783	206046
007188	010617	044146	060550	067087	080528	106624	118632	200024	200381	200591	200784	206060
007194	010667	051058	060566	067182	080645	108021	118638	200025	200389	200593	200786	206062
007198	010747	053075	060592	067252	085056	109053	118639	200047	200390	200594	200787	206070
007237	011259	053092	060608	067280	085073	109176	119083	200049	200391	200597	200789	206075
007302	011320	054020	060609	067292	085126	109206	119563	200051	200392	200600	200791	206080
007306	013213	054036	060644	067322	085688	109672	125354	200053	200393	200605	200797	206085
007335	013245	054237	060666	067393	085733	110007	131296	200072	200394	200611	200798	206100
007372	013253	057116	060695	068009	088020	111961	131481	200075	200398	200612	200801	206105
008040	014195	058016	060713	068011	088496	112574	136059	200102	200402	200617	200804	206110
008041	014645	058060	060754	068082	088569	112843	142178	200103	200403	200618	200814	206119
008068	014657	060033	060791	068111	088661	113740	146800	200104	200405	200627	200815	206121
008165	014760	060037	060839	068136	089097	114207	152228	200111	200407	200630	200816	206123
008238	014812	060043	060848	068421	089711	114362	152305	200119	200409	200631	200818	206135
008278	014931	060058	060859	068602	090847	115052	152331	200124	200411	200632	200819	206137
008287	015036	060068	060899	069119	092693	115159	152849	200135	200417	200638	200832	206138
008288	015132	060120	060907	069184	092878	115255	153015	200139	200423	200640	200838	206141
008310	015433	060144	060921	070115	093524	115564	154039	200149	200424	200641	200841	207003
008322	015691	060149	060960	070160	094313	115781	156082	200151	200431	200642	200842	207004
008365	015739	060150	061002	070204	094437	115973	156087	200177	200436	200647	200844	207007
008426	016083	060151	061012	070513	094911	115979	156212	200179	200447	200653	200851	207008
008452	018388	060152	061060	070785	095507	117044	159027	200216	200456	200655	200853	207027
008464	019040	060201	061129	071135	095929	117053	159066	200222	200462	200660	200854	207090
008525	019422	060220	061156	071365	096019	117071	159079	200224	200464	200661	200855	207091
008565	019980	060233	061158	071429	096255	117281	165135	200228	200466	200662	200864	207103
008593	020224	060239	061182	071536	096861	117351	165269	200233	200471	200663	200865	207141
008661	021201	060241	061217	071634	096890	117654	170235	200236	200475	200665	200870	207158
008666	021444	060242	061231	071669	097617	117787	170303	200240	200481	200667	200875	207164
008765	021544	060256	061244	071688	097839	118010	170324	200251	200485	200679	200878	207213
008775	022345	060257	061301	075003	097977	118266	171271	200261	200489	200684	200891	207215
008894	022551	060260	061310	075236	098030	118276	173070	200273	200490	200686	200899	207219
008901	022664	060285	061389	075880	098149	118284	174086	200283	200491	200688	200908	207232
009014	022699	060288	061431	075928	098370	118294	176060	200284	200495	200698	200909	207236
009043	025275	060292	061461	076059	098460	118315	176069	200291	200496	200702	200912	207237
009099	025490	060309	061525	076079	098962	118350	176085	200297	200500	200724	200922	207239
009120	026557	060313	061647	076238	100019	118353	181014	200301	200501	200726	200925	207245
009133	027180	060319	061701	076248	100055	118358	181037	200305	200502	200732	200927	207249
009138	027257	060322	061744	076468	100200	118367	183019	200308	200504	200733	200931	207352
009219	027406	060354	061958	076790	100371	118434	184007	200315	200507	200734	200936	207364
009238	027749	060393	062065	076990	100526	118440	184057	200323	200510	200738	200944	207385
009255	027759	060419	062069	077306	100584	118441	186006	200324	200518	200744	200948	207387
009316	028206	060424	062084	077841	100606	118451	187057	200327	200520	200745	200956	207390
009319	028263	060425	063113	078225	101392	118454	187083	200329	200521	200747	200958	207391
009370	029428	060443	063166	079112	101655	118461	191016	200332	200526	200749	200966	207398

207401	208086	208672	209281	260050	286184	326483	340707	425301	462967	482559	493317	554644
207413	208097	208683	209282	270003	287006	326485	340802	430166	465007	482623	494141	554917
207442	208105	208686	209283	270020	287065	326486	340886	430170	465027	482650	494171	554976
207469	208115	208695	209284	270021	288085	326494	344010	430171	465044	482653	494213	554993
207509	208116	208700	209286	270025	288094	326508	344074	431016	466584	482657	494222	557005
207522	208126	208706	209287	270073	288125	326510	344177	431020	467029	482676	494233	557010
207530	208127	208768	209291	270074	292327	326549	347004	431042	467096	482684	494248	558040
207570	208145	208785	209293	271003	292512	326579	349086	432175	468124	482720	494257	563048
207577	208164	208787	209295	271033	292550	326591	349270	432239	468173	482842	495240	564020
207579	208168	208793	209296	271106	292554	326594	349339	432356	468205	482920	495246	566007
207593	208203	208797	209298	271108	292575	326595	349380	432440	468351	482941	495262	570096
207596	208214	208806	209301	271149	292580	327390	349401	432457	468389	482955	495368	571017
207605	208231	208807	209304	271194	292582	328326	349474	432476	468423	482964	495430	574017
207611	208244	208815	209546	272014	292608	328458	349534	432546	468436	482983	495450	585205
207618	208247	208818	210702	272048	293224	328829	352533	432654	472064	483090	495475	585233
207693	208258	208855	210720	272082	293296	328845	352560	432660	474058	483754	495545	591019
207699	208261	208857	212407	272185	294264	329691	352681	432795	475685	484023	496038	<b>600088</b>
207710	208265	208859	212529	272212	294564	330256	352738	432900	477148	484043	496044	600545
207711	208297	208875	220259	272275	295427	330321	361278	432912	480015	486098	496057	600598
207718	208317	208882	220273	273043	296164	330557	366054	432956	480099	486314	496066	600808
207728	208319	208897	220318	274047	296245	330633	366055	432985	480271	486323	496092	600999
207752	208347	208904	220338	274081	297074	330918	366064	436130	481002	486331	496150	601197
207767	208370	208906	220870	274083	297077	331009	366171	441026	481004	486336	496189	601255
207774	208387	208910	221133	274132	<b>300360</b>	331051	366177	441036	481115	488026	497113	602199
207791	208389	208913	221162	274181	301099	331052	366203	441331	481116	488029	497201	602657
207796	208412	208919	221178	274207	301107	331166	371015	441665	481126	488040	497240	603148
207801	208420	208922	221190	274308	301166	331170	372087	441697	481133	488401	497266	604112
207808	208425	208928	221218	274367	301182	331302	372820	441709	481160	488804	<b>510004</b>	605021
207812	208429	208940	221316	277931	301265	331813	373005	441788	481161	488991	531836	605029
207820	208433	208948	221513	278003	301275	331902	377124	443004	481174	489425	551039	605059
207839	208444	208951	221668	278048	301347	332745	379548	443010	481175	489444	551052	605345
207840	208447	208954	222069	280111	301348	332779	381488	443058	481176	489447	551074	605499
207841	208448	208956	222107	280135	301421	333011	381559	443130	481407	489466	551128	605788
207850	208478	208961	226011	280146	301539	333340	392107	443202	481468	489487	551208	606002
207862	208487	208970	226085	280162	302104	333830	392571	443212	481511	489491	551246	606009
207881	208496	208973	226086	281060	305786	333872	392702	443266	481545	490055	551285	606012
207882	208497	208974	229109	281080	306409	333900	392716	444087	481578	490061	551301	606037
207888	208500	208977	231013	281104	306937	334074	392735	445029	481693	490082	551342	606049
207889	208501	208992	235131	282258	312141	334244	394227	445120	481697	490104	551347	606058
207891	208508	208995	235144	282431	312356	334248	394247	447015	481720	490151	551348	606080
207898	208515	208997	235180	282575	312380	334522	395242	447121	481772	490175	551357	606099
207900	208520	209046	235188	282735	314138	334667	<b>400016</b>	452081	481778	490188	551368	606105
207911	208523	209050	235244	282750	314247	334678	402985	452143	481779	490271	551480	606115
207913	208532	209071	235261	282778	314453	334679	403008	452169	481819	490421	551558	606121
207916	208536	209082	235274	282786	314700	334704	405004	452219	481820	490450	551605	606156
207917	208539	209085	235279	282866	320030	334731	405012	452320	481881	490455	551661	606180
207918	208540	209095	235283	282867	320069	334753	405041	452404	481888	490501	551702	606214
207922	208542	209099	235297	282892	320166	334909	405042	452431	481893	490627	551747	606259
207923	208544	209105	235334	282920	321234	334927	405052	452572	481897	490636	551789	606278
207927	208547	209110	235347	282952	322088	334932	405076	454408	481915	490642	551881	606280
207930	208556	209130	235421	283349	322364	335026	405116	458103	481926	490645	551932	606368
207932	208557	209160	235438	283356	323002	335282	405144	460028	481930	490652	551999	606386
207940	208565	209176	235440	283418	324011	335302	405157	460087	481935	490657	553038	606428
207941	208566	209194	235442	283449	324048	335653	406001	460161	481977	490685	553110	606443
207944	208575	209228	235477	283450	325092	336169	407001	462038	482211	490691	553296	606447
207945	208580	209234	235505	283458	326016	336214	407103	462081	482235	492017	553528	606471
207946	208581	209235	235529	283523	326386	336355	410001	462240	482247	492028	553715	606472
207963	208605	209245	235534	283527	326416	336407	410165	462439	482257	492070	553730	606497
207966	208627	209254	238006	283544	326439	336486	410190	462447	482276	492099	553868	606509
207967	208630	209257	240885	283583	326455	337095	410218	462450	482293	492103	553886	606516
207984	208650	209261	245579	283596	326469	339039	412001	462608	482497	492117	553901	606561
207985	208652	209265	253183	284031	326471	340192	418001	462683	482510	493048	553948	606579
208067	208660	209271	253297	285002	326476	340305	422013	462919	482551	493069	554016	606581
208085	208663	209274	254033	285025	326482	340336	424009	462936	482554	493078	554376	606586

606593	607993	616108	701388	761154	871008	902020	903107	904548	921070	939077	967138	969118
606743	607997	618118	701900	761658	871535	902049	903119	904555	921134	940127	967139	969135
606747	608002	627006	701990	762057	891206	902063	903127	904557	921141	940289	967150	969152
606754	608006	627053	708498	770008	891324	902086	903143	904601	921142	940505	967156	969153
606792	608007	627117	708652	770198	891383	902106	903154	904605	921294	941138	967157	969163
606795	608017	628052	708757	770751	891445	902114	903186	904623	921410	941650	967187	969166
606815	608037	628058	722143	770798	891476	902127	903289	904625	921436	941954	967190	969167
606844	608055	629034	722151	770919	891659	902160	903306	904632	921484	945689	967202	970123
606858	608075	629093	722268	771076	891683	902171	903317	904646	921720	946149	967209	970487
606876	608077	629142	727069	771790	891941	902173	903370	904681	921754	946250	967213	970700
606877	608079	631018	730083	773045	891945	902209	903402	904719	921909	946529	967241	970702
606881	608086	631048	730155	774378	895071	902228	903450	904756	921957	946578	967248	970828
606954	608103	631116	730356	775357	895090	902236	903475	904769	922042	946599	967256	970915
606992	608117	631144	730424	782066	<b>900010</b>	902238	903476	906027	922043	947093	967294	970984
606993	608125	631170	730509	782094	900014	902251	903488	906212	922047	947245	967328	970992
606995	608129	631290	731363	791265	900070	902254	903515	906448	922319	947258	967379	971011
606997	608133	631302	731671	794016	900189	902267	903518	906972	924556	948079	967382	972202
607001	608145	631316	731718	799214	900213	902275	903571	907007	924561	948288	967404	972273
607003	608165	631411	735088	<b>801301</b>	900342	902279	903574	907078	924674	948322	967436	972935
607044	608177	631463	740096	801421	900435	902280	903624	907084	925048	948450	968218	973279
607048	608180	631643	740109	801491	900452	902284	903630	907143	925054	948477	968266	980714
607053	608181	631644	740344	802337	900456	902296	903655	907224	925056	948573	968280	980761
607071	608190	631851	740586	803325	900799	902307	903686	907226	925059	948581	968283	980873
607084	608194	631863	740737	803341	900803	902347	903709	907291	925061	948639	968286	981549
607108	608199	631973	740773	804030	900871	902388	903873	907338	925131	948732	968358	981819
607128	608203	652170	740989	814022	900892	902389	903880	907412	926051	948747	968586	982272
607158	608214	652230	741128	815134	900966	902428	903901	907494	926243	949602	968608	982322
607218	608240	652450	741523	816520	901005	902429	903903	907744	926321	950014	968747	982380
607223	608251	652460	741560	829505	901048	902445	903933	910338	926325	950180	968771	982456
607254	608298	652800	741611	830115	901247	902507	903948	910416	926355	950277	968826	982482
607260	608300	656134	741657	833290	901327	902541	903973	913105	926586	951072	968981	983011
607315	608312	660032	741699	833402	901366	902554	903980	913408	926865	952002	969021	985042
607317	608325	662095	741740	836110	901380	902568	904092	913432	926952	952246	969038	995151
607359	608332	662233	741868	836903	901386	902580	904125	914285	927566	952348	969040	995431
607433	608343	662288	744061	840025	901418	902611	904293	915103	928489	953315	969043	995445
607462	608363	662363	749111	840031	901608	902644	904327	917394	930044	954101	969045	995492
607530	608365	662369	749171	840224	901611	902658	904333	917469	930369	954149	969056	995500
607555	608394	662370	750015	840368	901648	902662	904351	917550	931024	954192	969063	997134
607596	608415	662502	750022	840484	901689	902788	904365	917590	931220	954196	969071	998183
607611	608479	662504	750280	840599	901719	902820	904419	917646	933128	958126	969076	998210
607636	608526	662508	750983	841150	901730	902863	904426	918205	937327	958189	969082	
607672	608530	662514	751014	841242	901750	902865	904446	918513	937386	958828	969083	
607688	608533	662588	752029	845058	901801	902897	904454	918747	937411	958953	969091	
607706	608571	662635	752516	847180	901825	902901	904460	920028	937414	958966	969096	
607723	608574	662653	752617	852642	901831	902915	904493	920127	937415	958979	969097	
607746	608581	667001	752750	852996	901888	902951	904494	920179	937416	967077	969098	
607821	609118	667010	757047	853241	901939	903012	904496	920197	937574	967105	969100	
607857	613110	672013	757317	853283	902014	903039	904507	920207	937805	967113	969107	
607889	615036	685287	758002	853754	902016	903044	904508	921006	937806	967116	969110	
607898	616090	<b>701057</b>	760036	853879	902017	903066	904509	921048	937850	967121	969114	

## 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.

<b>010 504 1932 to</b>	<b>1999</b>	041 803 6565 to	6599	083 913 6915 to	6999	387 314 5574 to	5599
011 582 1889 to	1899	043 205 5922 to	5999	084 478 3920 to	3999	387 837 6300 to	6399
011 588 2900 to	3099	044 087 3457 to	3499	086 000 8271 to	8299	388 828 0656 to	0699
012 579 5675 to	5699	044 087 4000 to	4099	086 798 3840 to	3849	389 696 2400 to	2799
013 289 6176 to	6199	045 524 4121 to	4298	088 404 4472 to	4499	389 846 3104 to	3135
013 610 0014 to	0099	046 800 9870 to	9899	088 404 5584 to	5699	389 846 3145 to	3195
014 932 1000 to	1099	047 352 4000 to	4099	089 358 2248 to	2257	389 887 9211 to	9230
014 972 0800 to	0899	048 383 7650 to	7659	089 876 7317 to	7399	389 887 9234 to	9299
015 363 0065 to	0099	048 396 3647 to	3699	<b>093 055 2306 to</b>	<b>2315</b>	<b>390 001 3182 to</b>	<b>3199</b>
017 028 3200 to	3299	<b>051 142 0755 to</b>	<b>0799</b>	093 106 9346 to	9355	390 001 3500 to	3699
018 569 5333 to	5399	051 774 8857 to	8899	093 684 3630 to	3699	390 545 5974 to	5999
018 986 5264 to	5299	051 781 2875 to	2885	094 081 5074 to	5099	391 104 6146 to	6199
019 518 2814 to	2899	051 977 7010 to	7023	094 580 7062 to	7099	391 574 1466 to	1499
<b>020 698 5159 to</b>	<b>5199</b>	052 058 7115 to	7199	094 639 4200 to	4299	391 783 3020 to	3599
020 844 7307 to	7399	057 670 0563 to	0599	095 354 6864 to	6899	391 792 6100 to	6199
020 972 8948 to	8999	058 187 3836 to	3899	<b>100 160 3800 to</b>	<b>3899</b>	392 668 2956 to	2999
022 021 9110 to	9181	058 591 1153 to	1299	<b>210 221 0548 to</b>	<b>0599</b>	392 854 8500 to	8899
022 037 1411 to	1499	058 895 3746 to	3799	<b>227 275 9400 to</b>	<b>9999</b>	393 584 7566 to	7699
022 527 9201 to	9210	059 986 0814 to	0899	<b>273 070 8059 to</b>	<b>8099</b>	393 650 0074 to	0099
023 637 7169 to	7199	<b>060 406 7650 to</b>	<b>7699</b>	273 775 7700 to	7899	393 838 8316 to	8499
024 380 4100 to	4199	063 491 8122 to	8199	<b>302 000 0000 to</b>	<b>9999</b>	393 893 6007 to	6099
024 496 6870 to	6896	063 916 9968 to	9999	<b>349 746 2056 to</b>	<b>2099</b>	394 126 6907 to	6999
025 092 0987 to	0999	064 091 4500 to	4599	<b>350 518 7350 to</b>	<b>7374</b>	394 189 0405 to	0599
025 369 5535 to	5599	065 255 7909 to	7999	<b>360 011 1690 to</b>	<b>1699</b>	394 822 3243 to	3278
025 729 1151 to	1199	065 392 6345 to	6399	360 168 6008 to	6099	394 990 1810 to	1899
025 729 1643 to	1799	066 099 2014 to	2099	360 173 8800 to	8899	395 343 3264 to	3299
026 492 3180 to	3199	066 648 2880 to	2899	360 324 2326 to	2399	395 373 3035 to	3099
027 361 0430 to	0499	066 787 3639 to	3699	362 861 3064 to	3099	395 396 9649 to	9799
027 369 4482 to	4495	066 845 7500 to	9999	<b>373 006 2176 to</b>	<b>2199</b>	395 970 3240 to	3299
027 671 8762 to	8776	067 093 3869 to	3899	374 768 2600 to	2699	397 622 4054 to	4099
027 787 9886 to	9899	068 895 0334 to	0399	375 169 4400 to	4599	397 819 8902 to	8999
027 965 9487 to	9499	<b>070 724 4488 to</b>	<b>4499</b>	375 829 3400 to	3499	398 149 7200 to	7699
028 191 1852 to	1999	070 841 9181 to	9199	375 851 9100 to	9199	399 070 0872 to	0899
028 850 3000 to	3199	070 844 2546 to	2599	376 196 0911 to	0999	399 156 7119 to	7199
029 510 1500 to	1599	071 179 9800 to	9899	378 085 3679 to	3699	399 203 5064 to	5099
<b>030 687 0903 to</b>	<b>0999</b>	071 386 3682 to	3699	378 351 1063 to	1099	399 296 9910 to	9999
030 701 3442 to	3499	071 507 6840 to	6899	379 843 5100 to	5199	399 396 8935 to	8999
031 077 4507 to	4799	072 045 9641 to	9699	<b>380 093 9600 to</b>	<b>9699</b>	399 792 7775 to	7799
032 295 7500 to	9999	072 675 8287 to	8299	380 165 1165 to	1199	399 792 8300 to	8399
034 394 1000 to	1099	077 617 5481 to	5499	381 325 4500 to	4599	<b>400 427 1051 to</b>	<b>1999</b>
034 943 0400 to	0799	077 999 4001 to	4090	381 604 2510 to	2699	401 045 1505 to	1549
035 035 4337 to	4399	078 174 4475 to	4499	381 645 9525 to	9599	401 045 1571 to	1599
037 706 9578 to	9599	078 250 4756 to	4799	383 314 3968 to	3999	401 294 2700 to	2799
037 805 3677 to	3699	078 299 4931 to	4999	383 892 1000 to	1344	401 310 9505 to	9599
037 909 5490 to	5499	078 823 8312 to	8399	383 892 1382 to	1399	401 382 5312 to	5399
037 931 4660 to	4699	079 374 0300 to	2499	384 925 3641 to	3654	402 578 7876 to	7899
<b>040 024 3901 to</b>	<b>3999</b>	079 807 2342 to	2399	385 568 2331 to	2399	403 125 6744 to	6799
040 674 7100 to	7199	<b>080 940 3126 to</b>	<b>3199</b>	385 599 7554 to	7575	403 260 7000 to	7499
040 688 8816 to	8899	082 721 0228 to	0254	385 774 2024 to	2099	403 280 6470 to	6499
041 299 6752 to	6799	083 140 5000 to	7499	386 624 1412 to	1599	403 685 8600 to	8699
041 623 8889 to	8899	083 784 8886 to	8899	386 883 8936 to	8999	404 003 0300 to	0399

404 041 8838	to	8899	421 313 4500	to	4999	450 560 5173	to	5199	463 011 5529	to	5540
404 071 4268	to	4299	421 364 5537	to	5599	450 620 3077	to	3099	463 176 4115	to	4199
404 347 5356	to	5399	421 656 2609	to	2699	450 620 3135	to	3199	463 176 4229	to	4299
404 347 5548	to	5599	421 988 9700	to	9799	450 780 2716	to	2799	463 185 2600	to	2799
404 726 4500	to	4599	422 172 4667	to	4699	450 801 2700	to	2799	463 227 7711	to	7799
404 961 5001	to	5199	422 484 4212	to	4299	451 109 2967	to	2984	463 414 4869	to	4899
405 325 0188	to	0198	422 556 1270	to	1299	451 115 4110	to	4125	463 808 3484	to	3499
406 009 4587	to	4599	422 587 7024	to	7099	451 115 4127	to	4199	463 945 7400	to	7899
406 260 6830	to	6899	422 819 7533	to	7599	451 746 0700	to	0799	464 629 9000	to	9399
406 459 6641	to	6999	422 842 5073	to	5087	452 265 0074	to	0099	464 711 4332	to	4399
406 733 3000	to	3999	422 907 7563	to	7599	452 265 0246	to	0299	465 692 3963	to	3999
407 545 1557	to	1599	424 500 6050	to	6099	452 265 0335	to	0999	465 698 8300	to	8599
407 594 0412	to	0599	424 641 8500	to	8599	452 509 1169	to	1199	465 743 7745	to	7799
407 692 9100	to	9299	424 871 6600	to	6699	452 855 6471	to	6499	466 798 6056	to	6067
407 959 2190	to	2199	425 298 2352	to	2399	452 890 4679	to	4799	467 147 4300	to	4399
408 265 2275	to	2288	425 418 4269	to	4299	452 900 8215	to	8238	468 079 5782	to	5799
408 499 7700	to	7799	425 418 4405	to	4499	453 117 9146	to	9199	469 067 2817	to	2899
408 499 7900	to	7999	426 547 4566	to	4599	453 334 3631	to	3699	469 127 8000	to	8199
408 682 8484	to	8599	427 412 6337	to	6499	453 603 7841	to	7891	469 213 0359	to	0399
408 698 7015	to	7099	427 481 0900	to	0999	453 650 1140	to	1199	469 213 0500	to	0599
409 072 3941	to	3999	428 027 2742	to	2752	453 741 1300	to	1399	469 561 8011	to	8099
<b>410 491 2311</b>	<b>to</b>	<b>2399</b>	429 474 4172	to	4199	454 013 2919	to	2999	469 658 1961	to	1999
410 694 8400	to	8599	429 889 2900	to	2999	454 186 2411	to	2499	469 666 9900	to	9999
410 775 1500	to	1599	<b>430 150 4401</b>	<b>to</b>	<b>4599</b>	454 268 4883	to	4899	469 678 1900	to	1999
410 795 7927	to	7999	430 172 9800	to	9899	454 302 5400	to	5499	469 781 4900	to	4999
410 867 0917	to	0966	430 177 1900	to	2099	454 490 8300	to	8399	469 947 6960	to	6999
410 867 0970	to	0999	430 444 9500	to	9699	454 547 7434	to	7499	<b>470 755 5800</b>	<b>to</b>	<b>5818</b>
411 868 1023	to	1199	430 664 4070	to	4099	454 922 4867	to	4895	471 918 0300	to	0999
411 922 2322	to	2399	432 168 8419	to	8499	455 221 1348	to	1499	471 985 2408	to	2419
412 193 0900	to	0999	432 708 6800	to	6999	455 364 2147	to	2199	472 191 6700	to	6799
412 395 8599	to	8699	432 744 1544	to	1599	455 399 5400	to	5499	472 270 2555	to	2599
412 485 6500	to	6599	432 995 9775	to	9799	455 476 0676	to	0699	472 987 0213	to	0241
412 485 6610	to	6699	433 003 5800	to	5899	455 543 0618	to	0699	472 987 0290	to	0299
412 885 5953	to	5999	433 757 3047	to	3099	456 410 9006	to	9099	473 151 2069	to	2199
414 193 3608	to	3674	433 765 4003	to	4099	456 470 4146	to	4299	473 666 9138	to	9199
414 193 3677	to	3699	434 482 7060	to	7199	456 619 4460	to	4499	473 952 3429	to	3499
414 411 7348	to	7399	434 513 2386	to	2399	457 333 2686	to	2699	474 108 5402	to	5499
414 640 0757	to	0799	434 968 3076	to	3092	457 729 1767	to	1777	474 356 5193	to	5299
414 965 1727	to	1799	435 303 1831	to	1842	457 937 8615	to	8699	474 949 3366	to	3399
417 302 8104	to	8199	435 303 1986	to	1999	458 028 9810	to	9899	475 134 9362	to	9399
417 387 6532	to	6599	435 666 6092	to	6399	458 057 2712	to	2999	475 167 9667	to	9699
417 496 6800	to	6999	436 082 6400	to	6899	458 069 9537	to	9599	475 319 3415	to	3499
417 871 9250	to	9299	436 160 6441	to	6499	458 069 9665	to	9699	475 319 3649	to	3799
417 930 9533	to	9599	437 316 7115	to	7199	458 337 5222	to	5299	475 340 6400	to	6599
418 164 6500	to	6799	437 427 0500	to	3499	458 354 7653	to	7999	475 424 8410	to	8499
418 423 9863	to	9899	439 179 2300	to	2399	458 671 8678	to	8699	475 629 9156	to	9199
418 633 5922	to	5999	439 310 0458	to	0499	458 671 8721	to	8798	475 850 6101	to	6199
418 719 8520	to	8599	<b>440 698 1947</b>	<b>to</b>	<b>1999</b>	458 847 5044	to	5999	475 875 2500	to	2599
418 744 2235	to	2299	440 858 6300	to	6399	459 274 7624	to	7699	476 169 8264	to	8299
418 962 2848	to	2899	440 858 6420	to	7299	459 365 5432	to	5499	476 189 3000	to	3499
419 543 0286	to	0299	441 199 1655	to	1699	459 378 5764	to	5799	476 331 2480	to	2499
419 730 0300	to	0399	443 127 3648	to	3699	459 472 4816	to	4999	477 289 8601	to	8699
<b>420 277 0015</b>	<b>to</b>	<b>0049</b>	443 127 4000	to	4099	<b>460 349 6878</b>	<b>to</b>	<b>6899</b>	477 681 5206	to	5299
420 599 0734	to	0798	443 673 7900	to	7999	460 550 1909	to	1999	478 010 4243	to	4268
420 661 4115	to	4199	443 800 9335	to	9399	460 997 5234	to	5299	478 010 4270	to	4291
420 758 9500	to	9699	444 382 8822	to	8899	461 973 6443	to	6499	478 450 5071	to	5099
420 969 3951	to	3971	444 390 1667	to	1699	462 152 0107	to	0299	478 469 7838	to	7858
420 969 3973	to	3999	444 457 3854	to	3899	462 274 1072	to	1099	478 469 7883	to	7899
421 116 3565	to	3599	<b>450 048 4173</b>	<b>to</b>	<b>4199</b>	462 277 8373	to	8399	479 280 9800	to	9899
421 130 9300	to	9399	450 048 4442	to	4699	462 554 6051	to	6099	479 365 9116	to	9176

479 412 9900 to 9999	496 213 8728 to 8799	612 774 2500 to 2599	637 562 5828 to 5899
479 667 6190 to 6199	496 474 5226 to 5248	614 469 0979 to 0999	638 042 1647 to 1699
479 748 9680 to 9699	497 053 8517 to 8699	614 474 3000 to 3099	638 049 4984 to 4999
479 860 7000 to 7199	497 854 8673 to 8699	614 521 3490 to 3499	638 318 1115 to 1199
<b>480 526 2000 to 2099</b>	498 449 8888 to 8899	614 645 1800 to 1899	638 318 1453 to 1499
480 640 6330 to 6399	498 929 8285 to 8499	614 832 1100 to 2099	638 885 0000 to 0299
480 658 0568 to 0599	498 936 5310 to 5399	615 017 7505 to 7599	638 903 4362 to 4373
480 689 5100 to 5199	499 016 5425 to 5499	617 711 6609 to 6699	639 415 1929 to 1999
481 072 9463 to 9499	499 440 8575 to 8899	617 760 5266 to 5299	639 415 2019 to 2099
481 673 0074 to 0095	499 731 6717 to 6799	617 813 3601 to 3699	639 420 6200 to 6299
482 527 1500 to 1599	<b>500 064 1858 to 1869</b>	618 840 9200 to 9299	639 469 3517 to 3799
482 541 5255 to 5299	500 070 5725 to 7799	619 551 7229 to 7299	639 605 2143 to 2199
482 729 6800 to 6899	<b>600 645 3223 to 3299</b>	619 859 3000 to 3099	639 657 8600 to 8799
483 363 7207 to 7299	601 339 1200 to 1399	<b>620 073 9400 to 9499</b>	<b>640 289 7500 to 7599</b>
483 402 2356 to 2399	601 653 5884 to 5899	621 614 7907 to 7930	640 289 7700 to 7999
483 486 5100 to 5199	601 661 7700 to 7799	621 614 7932 to 7999	641 170 4420 to 4499
483 632 1521 to 1599	601 682 5343 to 5399	621 648 8021 to 8199	641 318 3133 to 3199
483 632 2600 to 2799	601 928 1600 to 1699	621 648 8500 to 8599	641 378 6500 to 6999
483 849 1615 to 1699	602 512 2972 to 2999	621 904 8351 to 8599	641 383 8739 to 8799
484 174 4803 to 5299	602 555 2400 to 2799	621 916 1978 to 1989	641 877 3187 to 3299
484 323 8900 to 9199	602 829 7061 to 7099	622 989 8032 to 8099	641 877 3310 to 3399
484 680 5000 to 5038	603 483 9572 to 9599	623 076 9300 to 9399	642 355 8094 to 8199
484 680 5040 to 5074	603 490 7200 to 7299	623 819 5006 to 5099	642 355 8308 to 8999
484 680 5077 to 5099	603 678 7100 to 7199	623 895 8200 to 8399	642 900 0018 to 0099
485 029 4913 to 4999	603 678 7662 to 7699	623 917 0000 to 0099	643 030 6254 to 6299
486 176 0600 to 0699	603 678 7902 to 7999	623 917 0200 to 0299	644 066 0882 to 0899
486 559 7555 to 7599	603 678 8418 to 8499	624 468 5288 to 5299	644 069 0600 to 0699
486 696 3023 to 3199	603 678 8700 to 9999	624 665 3162 to 3198	644 077 7506 to 7699
488 173 7900 to 7999	604 086 0880 to 0899	625 088 6735 to 6799	644 085 8157 to 8199
488 206 4100 to 4199	604 349 1414 to 1499	625 916 9500 to 9799	644 112 9839 to 9899
488 226 0200 to 0299	604 503 7776 to 7799	625 968 8956 to 8999	644 373 9083 to 9099
488 709 3906 to 3999	605 520 9037 to 9099	627 005 3938 to 3999	644 380 1460 to 1499
488 855 8359 to 8399	605 685 4010 to 4099	627 384 3907 to 4099	644 733 4715 to 4799
489 181 8963 to 8999	605 988 6467 to 6499	627 496 7549 to 7599	644 900 9712 to 9799
489 223 2000 to 2099	607 689 7951 to 7960	627 708 3605 to 3699	644 901 0109 to 1299
489 311 1930 to 1999	607 728 1276 to 1299	627 776 2500 to 2599	644 901 1325 to 1399
489 318 6200 to 6300	608 727 7100 to 7199	628 226 3100 to 3199	644 923 6800 to 7799
489 384 0027 to 0099	608 727 7273 to 7599	628 814 4702 to 4799	644 932 4655 to 4699
489 427 0658 to 0899	608 813 9950 to 9999	628 851 9689 to 9699	645 318 7240 to 7499
489 997 5252 to 5299	609 067 5325 to 5399	629 510 7200 to 7299	645 333 1766 to 1799
<b>490 669 5850 to 6099</b>	609 067 5488 to 5499	629 964 4200 to 4294	645 790 8632 to 8699
490 717 7080 to 7099	609 067 5600 to 5699	<b>630 389 3056 to 3071</b>	645 821 0657 to 0699
490 721 6000 to 6099	609 289 6123 to 6199	630 463 0588 to 0599	645 930 7948 to 7999
490 793 1500 to 2099	609 438 4400 to 4499	631 459 9117 to 9199	645 975 0737 to 0762
490 886 8171 to 8199	609 493 1100 to 1199	631 762 9325 to 9399	646 242 6200 to 6299
490 977 9221 to 9240	609 766 8091 to 8999	632 217 4933 to 4999	646 270 7639 to 7799
491 258 8100 to 9099	609 825 4100 to 4115	632 500 0000 to 599 9999	646 798 4000 to 4999
491 567 1376 to 1399	609 884 2981 to 2999	633 110 4165 to 4199	647 048 7035 to 7099
492 254 4800 to 4899	609 893 1000 to 1099	633 110 4303 to 4499	647 049 2900 to 2999
492 283 5100 to 5199	<b>610 092 3200 to 3299</b>	633 438 6429 to 6599	647 398 8300 to 8399
492 610 6813 to 6899	610 582 4200 to 4299	633 588 7173 to 7182	647 398 8481 to 8499
493 394 5568 to 5599	611 879 6939 to 6999	634 725 0700 to 0799	647 437 3000 to 4999
493 470 2562 to 2599	612 291 8013 to 8099	634 803 3239 to 3299	647 811 2188 to 2199
493 473 7700 to 7799	612 751 5171 to 5199	634 807 2474 to 2499	648 009 6057 to 6099
493 716 2153 to 2199	612 751 5226 to 5299	634 827 5900 to 5999	648 163 5300 to 5499
494 206 2972 to 2999	612 751 6083 to 6099	634 886 3428 to 3499	648 722 5283 to 5299
494 217 3446 to 3999	612 751 6268 to 6299	635 559 3449 to 3499	648 892 3164 to 3199
494 224 0500 to 0599	612 751 6572 to 6599	636 289 6214 to 6299	649 100 3989 to 3999
495 145 0600 to 0699	612 774 2111 to 2199	636 634 8007 to 8042	649 647 0370 to 0399
496 209 7425 to 7499	612 774 2254 to 2299	637 150 1200 to 1299	649 647 0522 to 0599

649 647 5237 to	5399	671 251 5448 to	5499	693 249 0779 to	0799	740 523 7432 to	7449
649 647 9100 to	9299	671 926 5600 to	5799	693 249 0877 to	1699	740 535 1555 to	1580
649 666 7800 to	8299	672 444 2000 to	2999	693 445 0566 to	0999	740 684 0620 to	0800
<b>650 114 7707 to</b>	<b>7719</b>	672 828 3410 to	3499	693 448 8500 to	8999	740 701 6105 to	6114
650 130 3400 to	3599	673 167 5776 to	5799	693 645 9583 to	9599	740 705 9790 to	9799
650 213 0406 to	0499	675 464 3700 to	3799	693 965 4200 to	4299	740 726 6400 to	6500
650 555 1749 to	1799	675 464 4000 to	4199	695 741 2906 to	2999	740 765 3306 to	3399
650 564 1900 to	1999	676 365 5958 to	5999	695 947 8518 to	8599	740 774 8434 to	8499
650 627 4212 to	4299	676 669 1024 to	1099	696 662 8247 to	8299	740 786 1885 to	1899
650 736 2043 to	2099	677 126 6734 to	6799	697 447 8285 to	8296	740 790 5989 to	5999
650 739 1540 to	1699	677 333 9979 to	9999	698 042 4816 to	4899	740 917 7490 to	7499
651 741 4415 to	4499	677 466 1088 to	1099	698 131 2138 to	2157	<b>805 885 8411 to</b>	<b>8499</b>
651 882 2800 to	2899	678 071 4500 to	4799	698 227 0000 to	0099	806 087 1100 to	1499
652 754 6317 to	6399	678 096 7531 to	7599	<b>700 065 2570 to</b>	<b>2599</b>	806 268 9275 to	9299
653 131 4945 to	4999	679 909 2578 to	2599	700 065 4800 to	4899	806 534 3400 to	3477
653 426 3300 to	3399	<b>680 112 9565 to</b>	<b>9599</b>	700 190 3350 to	3359	807 342 3283 to	3399
653 455 4874 to	4899	680 244 0903 to	0999	700 228 6048 to	6099	808 086 7100 to	7199
654 238 0000 to	0399	680 412 6046 to	6099	700 650 0452 to	0499	808 090 3440 to	3499
654 404 3065 to	3092	680 761 6800 to	6899	700 666 1323 to	1349	808 325 5161 to	5699
654 962 2900 to	3199	681 677 0540 to	0699	700 786 9106 to	9142	808 784 8000 to	8299
655 103 5081 to	5199	682 070 1029 to	1099	700 859 0744 to	0758	<b>830 125 0672 to</b>	<b>0699</b>
655 523 2600 to	2999	682 956 6280 to	6299	701 028 6780 to	6899	830 602 5800 to	5999
656 305 2448 to	2499	682 956 6490 to	6599	701 213 3900 to	3999	830 610 3700 to	3799
657 347 4438 to	4999	682 956 6700 to	6799	701 267 2000 to	3999	830 983 3500 to	3599
657 710 8100 to	8999	682 965 1178 to	1199	701 335 7312 to	7399	830 983 3635 to	3699
657 780 0985 to	0999	682 965 1201 to	1299	701 369 2005 to	2050	831 354 1387 to	1399
658 586 1400 to	1499	683 118 2389 to	2399	701 499 2260 to	2299	831 815 8240 to	8299
658 877 8000 to	8199	683 378 2000 to	2099	701 503 2247 to	2299	832 525 3810 to	3899
658 880 8000 to	8199	683 378 2117 to	2299	701 541 2271 to	2299	833 159 1884 to	1899
659 398 7300 to	7399	683 415 1200 to	1499	701 553 6557 to	6599	833 456 2567 to	2599
659 706 8113 to	8199	683 444 8159 to	8199	701 578 7460 to	7469	833 566 3015 to	3071
659 846 7837 to	7899	685 154 7780 to	7789	701 578 7475 to	7499	834 130 5200 to	5299
<b>660 510 4100 to</b>	<b>4199</b>	685 297 7645 to	7699	701 601 3457 to	3499	834 316 5444 to	5499
660 673 0400 to	0599	685 623 5264 to	5299	701 605 5913 to	5999	834 354 8747 to	8766
661 488 5000 to	5099	685 650 9487 to	9499	701 695 3982 to	3999	834 354 8824 to	8838
661 609 9100 to	9199	685 669 4200 to	4299	701 695 4148 to	4199	835 269 5700 to	5799
661 716 9420 to	9499	685 757 8452 to	8499	701 695 4227 to	4299	835 496 7303 to	7399
661 906 6522 to	6599	686 071 2694 to	2799	701 708 1741 to	1799	835 539 5200 to	5999
662 021 8332 to	8399	686 176 3333 to	3354	701 736 3966 to	3999	835 813 3015 to	3099
662 068 0700 to	0899	686 372 3200 to	3299	701 838 2800 to	2899	837 672 8967 to	8999
662 553 0774 to	0799	686 644 5879 to	5899	701 941 0600 to	0699	837 784 3282 to	3299
663 078 7034 to	7099	686 899 1371 to	1399	702 171 1603 to	1699	838 176 8377 to	8399
663 763 5300 to	5399	686 931 7636 to	7699	702 195 5109 to	5199	838 518 1257 to	1299
663 883 7039 to	7499	687 601 0973 to	0999	702 254 9300 to	9399	839 718 8257 to	8299
663 938 9200 to	9299	687 614 6774 to	6799	702 264 7569 to	7599	<b>840 323 0600 to</b>	<b>0699</b>
664 253 8000 to	8499	688 120 9000 to	9999	702 519 0513 to	0524	840 875 6235 to	6299
664 656 3055 to	3099	688 314 3107 to	3191	702 713 1800 to	1809	840 910 0900 to	0999
665 174 6400 to	6499	<b>690 291 1361 to</b>	<b>1371</b>	702 821 5730 to	5799	841 349 5000 to	5099
665 274 8208 to	8299	690 788 2877 to	2899	702 821 5805 to	5899	841 805 7747 to	7899
665 669 5400 to	5499	690 893 5344 to	5399	702 844 6975 to	6994	841 805 7944 to	8099
666 132 8226 to	8299	690 893 5512 to	5599	702 846 6331 to	6399	842 226 0685 to	0695
666 696 2209 to	2299	690 904 1300 to	1599	702 848 3900 to	3999	842 685 4600 to	4699
666 696 2309 to	2399	690 941 6000 to	6199	702 857 7302 to	7499	842 685 4742 to	4999
667 032 9300 to	9399	691 313 6383 to	6399	702 878 0114 to	0199	842 860 0300 to	0399
667 729 5529 to	5599	691 313 6600 to	6699	703 364 1707 to	1799	842 898 5582 to	5599
668 383 8400 to	8699	691 582 8003 to	8099	<b>740 002 7710 to</b>	<b>7719</b>	843 062 7100 to	7199
<b>670 368 3400 to</b>	<b>3499</b>	691 664 1800 to	1999	740 241 9049 to	9099	843 077 6288 to	6299
670 369 7336 to	7399	691 664 2400 to	2499	740 255 1718 to	1799	843 077 6378 to	6399
670 750 7169 to	7199	692 727 9362 to	9399	740 374 7416 to	7499	843 758 5769 to	5778
671 046 6200 to	6399	692 798 1800 to	1899	740 470 2420 to	2443	843 786 2554 to	2699



845 656 8165 to	8199	864 426 3972 to	3999	906 982 2214 to	2299	<b>920 155 4662 to</b>	<b>4687</b>
845 727 2100 to	2199	864 520 6117 to	6136	907 725 8500 to	8599	920 309 9039 to	9199
845 746 2618 to	2635	865 151 0526 to	0599	907 815 0216 to	0257	920 771 5321 to	5399
846 390 7531 to	7599	865 500 4034 to	4099	908 622 4225 to	4235	920 857 5500 to	5899
846 918 0572 to	0599	865 883 6082 to	6099	908 936 9254 to	9299	920 864 3480 to	3499
847 237 7690 to	7699	866 004 3000 to	3999	909 100 1787 to	1799	920 963 4567 to	4599
847 284 2481 to	2499	866 442 4100 to	4899	909 100 1900 to	2099	921 333 7400 to	7499
847 374 7055 to	7065	867 366 9108 to	9118	909 355 0422 to	0499	921 477 3762 to	3799
847 374 7055 to	7065	867 633 7403 to	7499	909 568 8900 to	9099	922 278 1048 to	1399
847 636 5304 to	5399	867 737 5623 to	5699	909 568 9300 to	9499	922 280 2019 to	2099
847 700 5447 to	5499	868 169 4529 to	4599	909 725 7307 to	7399	922 280 2233 to	2299
847 723 7500 to	7599	868 173 8400 to	8599	909 833 0947 to	0999	922 773 0459 to	0499
849 485 3427 to	3499	868 514 9000 to	9099	<b>910 219 8631 to</b>	<b>8699</b>	923 032 7000 to	7399
849 520 9850 to	9899	868 566 9200 to	9299	910 265 1100 to	1199	923 045 3630 to	3699
849 608 1357 to	1399	869 387 1150 to	1199	910 471 7273 to	7299	923 484 3600 to	3699
849 792 2600 to	2699	869 505 3500 to	3599	910 536 2505 to	2599	923 493 9403 to	9599
<b>850 546 1862 to</b>	<b>1899</b>	869 523 7033 to	7099	910 958 7499 to	7599	923 493 9681 to	9699
851 143 6826 to	6844	869 800 0000 to	999 9999	911 140 1000 to	2199	923 604 4424 to	4499
851 209 9880 to	9899	<b>870 054 4814 to</b>	<b>4899</b>	911 245 2545 to	2599	923 810 7800 to	8299
851 928 9221 to	9299	870 491 4812 to	4849	911 268 9077 to	9099	924 252 1200 to	1299
852 589 6560 to	6599	870 536 5820 to	5829	911 400 8948 to	8999	924 252 1400 to	1499
853 049 3646 to	3699	870 541 7167 to	7239	911 508 1620 to	1799	924 533 2343 to	2399
854 304 4089 to	4999	870 575 8155 to	8999	911 509 9310 to	9399	924 533 2428 to	2499
854 529 2200 to	2299	870 589 0485 to	0494	911 523 3000 to	3999	924 685 1957 to	1999
854 532 0000 to	2999	870 691 7060 to	7099	912 057 9922 to	9999	924 946 6300 to	6699
855 001 6204 to	6249	872 028 4850 to	4899	912 882 0563 to	0899	925 333 5900 to	6099
855 319 9364 to	9399	872 029 9306 to	9399	913 605 2218 to	2299	925 336 2300 to	2399
855 361 3390 to	3399	872 100 0445 to	0459	913 709 2429 to	2499	926 432 5907 to	5999
856 226 0490 to	0499	<b>900 556 4178 to</b>	<b>4199</b>	913 818 3501 to	3999	926 436 3600 to	3699
856 656 5800 to	5999	900 845 0044 to	0099	914 063 4300 to	4399	928 856 2059 to	2068
856 752 0200 to	0299	900 936 0217 to	0299	914 346 7621 to	7644	929 314 9513 to	9599
857 111 1352 to	1399	900 936 0435 to	0499	914 453 1366 to	1399	<b>930 219 1722 to</b>	<b>1799</b>
857 279 3450 to	3499	901 058 5255 to	5280	914 529 6185 to	6299	930 335 7810 to	7819
857 843 4000 to	4099	901 273 1082 to	1099	914 896 4658 to	4699	931 156 1502 to	1579
858 124 7644 to	7699	901 287 5143 to	5199	915 187 8774 to	8779	931 156 1600 to	1625
858 756 3111 to	3299	901 291 2789 to	2799	915 300 2783 to	2799	931 156 1671 to	1699
859 063 8200 to	8699	901 525 7122 to	7199	915 546 6822 to	6999		
859 190 0600 to	0644	902 089 1253 to	1299	915 671 3963 to	3980		
859 437 5538 to	5599	902 198 9769 to	9799	915 671 3982 to	3999		
859 811 2888 to	2899	902 948 1269 to	1299	915 675 2217 to	2299		
859 855 8873 to	8999	902 985 0833 to	0899	916 440 3377 to	3399		
<b>860 240 8520 to</b>	<b>8599</b>	903 370 6934 to	6999	916 670 6352 to	6399		
860 275 3900 to	3999	904 600 6523 to	6599	916 682 5300 to	5399		
860 518 9629 to	9699	904 892 0378 to	0399	916 694 1414 to	1499		
860 600 0021 to	0999	904 892 0648 to	1299	916 703 0802 to	0821		
861 158 2350 to	2599	905 056 2216 to	2299	917 089 0709 to	0799		
861 367 5400 to	5499	905 510 6647 to	6799	917 089 0842 to	0899		
861 637 6010 to	6099	905 510 6900 to	7099	917 216 2928 to	2999		
861 979 7292 to	7499	905 794 0000 to	0199	917 370 6300 to	6499		
862 216 6100 to	6199	905 794 0288 to	0299	917 486 4900 to	4999		
862 263 9213 to	9299	905 873 6900 to	6999	918 460 0602 to	0699		
862 271 0800 to	0999	905 873 7100 to	7299	918 951 7231 to	7299		
862 271 5000 to	5099	905 880 8900 to	8999	919 519 2786 to	2799		
863 871 5138 to	5199	905 889 7100 to	7199	919 536 0770 to	0799		
863 949 5300 to	5399	906 158 1508 to	1599	919 814 3095 to	3199		
864 088 8200 to	8299	906 558 8812 to	8899	919 915 2774 to	2787		

## 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.

719 869 731 to 9 760	728 382 331 to 2 480	734 797 201 to 7 320	742 178 834 to 8 880
720 227 871 to 7 930	728 702 338 to 2 400	734 939 611 to 9 640	742 325 500 to 5 520
720 227 949 to 7 960	728 915 371 to 5 850	734 950 111 to 0 170	742 325 668 to 5 700
720 368 543 to 8 570	728 953 141 to 3 410	735 120 331 to 0 840	742 408 771 to 8 830
720 392 151 to 2 570	728 954 280 to 4 310	735 283 008 to 3 020	742 512 120 to 2 150
720 556 491 to 6 640	729 169 081 to 9 140	735 293 131 to 3 220	742 684 849 to 4 890
720 558 621 to 8 650	729 363 841 to 3 870	735 635 010 to 5 040	742 839 553 to 9 630
720 575 361 to 5 570	729 682 891 to 3 190	735 783 961 to 3 990	742 913 668 to 3 700
720 590 152 to 0 179	729 838 940 to 9 070	735 803 401 to 3 430	742 917 287 to 7 296
721 638 331 to 9 170	729 839 101 to 9 130	736 005 420 to 5 440	742 921 891 to 1 980
721 815 391 to 5 420	<b>730 077 683 to 7 840</b>	736 366 021 to 6 110	742 983 631 to 3 810
721 969 713 to 9 740	730 109 847 to 9 880	736 624 456 to 4 500	743 020 021 to 0 170
722 072 137 to 2 160	730 373 761 to 3 850	736 670 851 to 1 060	743 206 491 to 6 500
722 378 265 to 8 280	730 501 951 to 2 130	736 767 061 to 7 090	743 235 992 to 6 050
722 413 990 to 4 004	730 519 379 to 9 470	736 767 093 to 7 120	743 940 631 to 0 900
722 764 948 to 4 980	730 569 278 to 9 360	736 982 191 to 2 370	743 978 011 to 8 070
722 825 840 to 5 889	730 711 711 to 1 740	736 982 551 to 2 730	744 234 751 to 4 780
723 153 841 to 3 850	730 722 991 to 3 230	737 110 141 to 0 170	744 499 591 to 9 680
723 237 616 to 7 630	730 845 970 to 5 990	737 185 501 to 5 710	744 626 901 to 6 910
723 331 081 to 1 110	730 888 291 to 8 320	737 317 321 to 7 350	745 388 794 to 8 910
723 496 443 to 6 470	730 927 591 to 7 680	737 517 781 to 7 840	746 446 806 to 6 820
723 967 291 to 7 320	731 307 914 to 7 930	737 628 181 to 8 210	746 818 351 to 8 410
724 655 196 to 5 340	731 402 431 to 2 460	737 634 258 to 4 270	747 245 266 to 5 280
724 711 441 to 1 500	731 407 232 to 7 320	738 361 971 to 1 980	747 364 813 to 4 830
724 711 538 to 1 560	731 588 301 to 8 340	738 447 601 to 7 660	747 501 434 to 1 450
724 793 221 to 3 250	731 767 273 to 7 320	738 648 355 to 8 450	747 739 891 to 0 070
724 908 109 to 8 120	731 781 061 to 1 120	738 849 811 to 9 900	748 148 649 to 8 760
724 937 461 to 7 670	731 837 821 to 7 910	738 892 270 to 2 290	748 259 960 to 9 970
725 163 118 to 3 151	731 841 377 to 1 450	738 997 259 to 7 380	748 565 162 to 5 280
725 202 735 to 2 750	732 018 481 to 8 600	739 161 451 to 1 540	748 874 988 to 5 030
725 398 591 to 8 800	732 067 972 to 8 370	739 219 381 to 9 440	749 137 381 to 7 410
725 464 591 to 4 920	732 188 649 to 8 670	739 740 151 to 0 180	749 190 192 to 0 210
725 475 321 to 5 330	732 193 460 to 3 470	739 793 491 to 3 520	749 685 421 to 5 450
725 711 057 to 1 070	732 201 241 to 1 390	739 793 527 to 3 550	749 846 791 to 6 850
725 738 581 to 8 730	732 220 431 to 0 440	739 942 621 to 2 650	749 993 131 to 3 580
725 981 311 to 1 430	732 355 201 to 5 380	739 999 231 to 9 320	<b>750 071 587 to 1 610</b>
725 987 835 to 7 880	732 472 320 to 2 560	<b>740 011 517 to 1 530</b>	750 408 167 to 8 183
726 060 811 to 0 900	732 541 605 to 1 620	740 030 701 to 0 970	750 438 421 to 8 501
726 391 970 to 2 520	732 572 221 to 2 490	740 261 740 to 1 820	750 743 911 to 4 030
726 484 771 to 4 800	732 586 479 to 6 710	740 265 811 to 6 290	750 779 118 to 9 400
726 493 351 to 5 300	732 994 037 to 4 080	740 299 111 to 9 170	750 910 981 to 1 010
726 504 031 to 4 063	733 163 449 to 3 460	740 299 231 to 9 260	750 960 841 to 0 900
726 504 070 to 4 090	733 297 171 to 7 290	740 329 266 to 9 320	751 296 211 to 6 240
726 504 331 to 4 390	733 446 631 to 7 110	740 889 081 to 9 090	751 539 121 to 9 180
726 563 701 to 4 060	733 474 665 to 4 770	741 010 421 to 0 530	751 541 311 to 1 790
726 599 371 to 9 460	733 704 482 to 4 570	741 113 041 to 3 370	751 757 641 to 7 700
726 626 356 to 6 370	733 751 041 to 1 130	741 373 891 to 4 340	751 936 951 to 7 010
727 182 271 to 2 510	734 009 101 to 9 130	741 452 369 to 2 490	751 951 861 to 1 890
727 416 181 to 6 240	734 290 759 to 0 770	741 492 991 to 3 140	751 999 021 to 9 110
727 481 431 to 1 460	734 389 273 to 9 290	741 553 460 to 3 470	752 139 516 to 9 570
727 749 241 to 9 780	734 440 031 to 0 111	741 764 431 to 4 520	752 182 892 to 2 950

752 206 861	to	7 100	761 975 641	to	5 670	771 932 551	to	2 580	798 055 813	to	5 830
752 295 241	to	5 600	761 975 886	to	5 895	772 057 224	to	7 440	798 055 891	to	5 950
752 731 351	to	1 410	762 304 144	to	4 170	772 162 660	to	3 070	798 326 371	to	6 520
752 767 441	to	7 470	762 324 931	to	4 960	772 718 615	to	8 640	798 339 167	to	9 210
753 008 941	to	9 030	762 439 261	to	9 290	772 940 140	to	0 160	798 562 411	to	2 440
753 194 311	to	4 370	762 524 158	to	4 220	772 970 886	to	0 940	798 632 461	to	2 490
753 620 378	to	0 400	762 584 872	to	4 970	773 009 419	to	9 430	798 807 151	to	7 510
754 013 917	to	3 940	762 593 431	to	3 460	773 112 031	to	2 060	798 944 761	to	5 030
754 161 061	to	1 120	763 155 160	to	5 180	773 125 387	to	5 410	799 118 616	to	8 640
754 358 445	to	8 610	763 178 631	to	8 660	773 179 320	to	9 410	799 133 191	to	3 220
754 410 451	to	0 660	763 506 001	to	6 060	773 202 989	to	3 140	799 177 626	to	7 650
754 438 393	to	8 410	763 522 141	to	2 470	773 208 991	to	9 290	799 854 751	to	5 200
754 493 109	to	3 130	763 717 694	to	7 800	773 231 311	to	1 340	<b>800 044 320 to 4 410</b>		
754 664 182	to	4 220	763 826 461	to	6 520	773 348 739	to	8 940	800 211 901	to	2 440
754 816 377	to	6 470	763 900 460	to	0 471	773 348 739	to	8 940	800 427 530	to	7 540
755 487 421	to	7 600	763 900 479	to	0 530	773 575 891	to	5 950	800 872 741	to	2 830
755 592 901	to	3 140	763 917 271	to	7 750	773 852 971	to	3 030	801 349 801	to	9 830
755 790 020	to	0 030	764 125 801	to	5 860	775 373 449	to	3 460	801 676 681	to	7 100
755 791 730	to	1 800	764 284 525	to	4 560	<b>789 257 191 to 7 250</b>			802 967 821	to	7 940
755 926 951	to	7 070	764 526 241	to	6 330	<b>790 448 020 to 8 460</b>			803 217 601	to	7 780
755 934 332	to	4 510	764 601 421	to	1 600	790 597 485	to	7 530	803 729 731	to	9 850
755 957 701	to	8 000	764 650 231	to	0 470	790 911 883	to	1 900	803 747 402	to	7 520
755 962 981	to	3 280	764 984 371	to	4 850	791 057 441	to	7 550	804 138 181	to	8 420
756 035 371	to	5 490	765 003 667	to	3 680	791 239 081	to	9 290	804 682 411	to	2 710
756 301 257	to	1 290	765 042 517	to	2 540	791 374 483	to	4 500	805 272 525	to	2 540
756 371 565	to	1 580	765 194 728	to	4 970	791 387 971	to	8 030	805 523 445	to	3 460
756 876 031	to	6 120	765 387 365	to	7 450	791 447 521	to	7 850	805 745 704	to	5 730
756 876 151	to	6 240	765 541 801	to	2 100	791 451 151	to	1 240	806 452 907	to	2 980
756 970 129	to	0 140	765 638 461	to	8 970	791 500 009	to	0 470	806 744 781	to	4 850
757 059 613	to	9 630	765 647 101	to	7 190	791 771 431	to	1 490	806 982 181	to	2 300
757 078 540	to	8 560	765 813 781	to	4 029	792 004 293	to	4 320	807 764 791	to	4 910
757 086 209	to	6 240	765 879 314	to	9 390	792 018 379	to	8 420	808 089 931	to	9 960
757 240 591	to	0 650	765 954 001	to	4 030	792 070 621	to	0 740	808 753 771	to	3 800
757 277 371	to	7 700	766 120 286	to	0 320	792 145 211	to	5 230	809 189 001	to	9 010
757 291 591	to	2 730	766 125 716	to	5 750	792 391 381	to	1 620	809 886 879	to	6 930
757 964 251	to	4 280	766 158 824	to	8 840	792 452 779	to	2 790	809 890 489	to	0 500
758 067 001	to	7 090	766 388 433	to	8 460	792 772 728	to	2 770	<b>810 323 734 to 3 760</b>		
758 105 221	to	5 250	766 509 421	to	9 660	792 903 511	to	3 990	810 367 116	to	7 140
758 324 941	to	5 000	766 572 901	to	3 020	793 282 518	to	2 533	810 526 351	to	6 500
758 593 628	to	3 650	766 748 500	to	8 521	794 041 831	to	2 040	810 806 911	to	6 940
758 709 038	to	9 060	767 024 341	to	4 370	794 397 709	to	7 780	810 807 211	to	7 240
758 744 101	to	4 160	767 326 471	to	6 590	794 581 741	to	2 040	811 423 021	to	3 110
758 850 883	to	0 900	767 332 561	to	2 950	794 592 122	to	2 150	811 517 221	to	7 239
758 860 951	to	1 550	768 009 841	to	9 960	795 032 251	to	2 340	811 721 101	to	1 130
759 152 851	to	2 880	768 011 489	to	1 520	795 796 291	to	6 350	812 025 721	to	5 900
759 740 941	to	1 090	768 177 980	to	7 990	796 070 139	to	0 160	812 093 073	to	3 130
<b>760 004 596 to 4 610</b>			768 391 081	to	1 170	796 143 151	to	3 630	812 100 821	to	0 840
760 118 191	to	8 250	768 661 569	to	1 650	796 159 725	to	9 740	812 465 251	to	5 610
760 155 001	to	5 090	769 000 051	to	0 080	796 169 306	to	9 340	812 918 341	to	8 670
760 378 002	to	8 020	769 050 841	to	0 900	796 373 406	to	3 430	812 918 701	to	8 760
760 692 722	to	2 749	769 159 081	to	9 178	796 602 961	to	3 050	813 073 171	to	3 200
761 055 460	to	5 480	769 737 496	to	7 510	796 708 441	to	8 500	813 398 476	to	8 550
761 169 781	to	9 810	769 778 491	to	8 730	796 886 281	to	6 430	814 789 330	to	9 349
761 504 941	to	5 120	769 827 331	to	7 450	796 901 701	to	2 000	815 016 020	to	6 030
761 516 836	to	6 910	<b>770 216 071 to 6 100</b>			796 975 466	to	5 590	816 126 834	to	6 870
761 613 588	to	3 600	770 723 281	to	3 400	797 272 917	to	2 950	816 156 721	to	6 780
761 688 631	to	8 690	770 790 451	to	0 480	797 519 441	to	9 460	817 253 011	to	3 280
761 805 199	to	5 240	770 915 150	to	5 490	797 519 731	to	0 240			
761 826 106	to	6 120	771 455 551	to	5 610	797 535 181	to	5 330			
761 881 171	to	1 560	771 609 661	to	9 690	798 040 053	to	0 080			

## Verifying U.S. Postal Service Money Orders

Follow these steps to cash a Postal Service™ money order:

1. Check that the amount does not exceed the legal limit: \$1,000 for domestic, and \$700 for international postal money orders.
2. Check that the proper security features are present:
  - When held to the light, a watermark of Benjamin Franklin is repeated from top to bottom on the left side.
  - When held to the light, a dark line (security thread) runs from top to bottom with the word "USPS" repeated.

- There should be no discoloration around the dollar amounts, which might indicate the amounts were changes.

These appear in Postal Service Notice 299, *U.S. Postal Money Order Reference Card*, or online at <http://www.usps.com/missingmoneyorders/security.htm>.

3. If the money order seems suspicious, call the U.S. Postal Service Money Order Verification System at 866-459-7822.

Please provide this information to local banks and retailers, as they also receive Postal Service money orders for cashing.

— Value Added and Special Services,  
Product Development, 9-28-06

## 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	

— Group2–Mail Theft and Violent Crimes,  
Postal Inspection Service, 9-28-06

## 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.

— Group2–Mail Theft and Violent Crimes,  
Postal Inspection Service, 9-28-06

### Overseas Military Mail

Mail addressed to military post offices overseas is subject to certain conditions or restrictions of mailing regarding content, preparation, and handling. The APO/FPO table below outlines these conditions by APO/FPO ZIP Codes™ through the use of footnoted mailing restrictions codes (see the Restrictions page following the table).

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

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

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

The entries under “Changes” appear in bold in the APO/FPO Table starting below.

### Changes

APO/FPO	Action	Effective Date	See Restrictions
APO AE 09744	Open	Immediately	A-B-B1-B2-C-C1-F-I-M-N-Q-R-R1-T-V-Z-Z1
APO AP 96490	Close	Immediately	

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

### APO/FPO Table

APO/FPO	See Restrictions	APO/FPO	See Restrictions	APO/FPO	See Restrictions	APO/FPO	See Restrictions
09003	A1-B-B1-C-D-P-U-V	09086	A1-B-B1-C-D-U	09172	A1-B-B1-C-D-U	09267	A1-B-B1-C-D-U
09007	A1-B-B1-C-D-U	09089	A1-B-B1-C-D-U	09173	A1-B-B1-C-D-U	09301	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09009	A1-B-B1-C-D-U	09090	A1-B-B1-C-D-U	09175	A1-B-B1-C-D-U	09302	A-A1-B-B1-C-C1-E2-F-H-I-M-N-R-V-Z-Z1
09012	A1-B-B1-C-D-F-F1-U	09094	A1-B-B1-C-D-F-F1	09177	A1-B-B1-C-D-U	09306	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1
09013	A1-B-B1-C-D-F-F1-U-Z1	09095	A1-B-B1-C-D-U	09180	A1-B-B1-C-D-U	09307	A1-B-B1-N-V-Z1
09014	A1-B-B1-C-D-U	09096	A1-B-B1-C-D-U	09182	A1-B-B1-C-D-U	09309	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09021	A1-B-B1-C-D-U	09099	A1-B-B1-C-D-U	09183	A1-B-B1-C-D-U	09312	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1
09028	A1-B-B1-C-D-U	09100	A1-B-B1-C-D-U	09185	A1-B-B1-C-D-U	09314	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09031	A1-B-B1-C-D-U	09102	A1-B-B1-C-D-U	09186	A1-B-B1-C-D-U	09315	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1
09033	A1-B-B1-C-D-U	09103	A1-B-B1-D-U	09201	A1-B-B1-C-C1-D-F-F1-H-M-R-R1-X-Y	09316	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1
09034	A1-B-B1-C-D-U	09104	A1-B-B1-C-D-U	09211	A1-B-B1-C-D-U	09317	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1
09036	A1-B-B1-C-D-U	09107	A1-B-B1-C-D-U	09212	A1-B-B1-C-D-U-V	09318	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1
09042	A1-B-B1-C-D-U	09110	A1-B-B1-C-D-U	09213	A1-B-B1-C-D-U	09319	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1
09045	A1-B-B1-C-D-U	09112	A1-B-B1-C-D-U	09214	A1-B-B1-C-D-U	09320	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09046	A1-B-B1-C-D-U	09114	A1-B-B1-C-D-U	09225	A1-B-B1-C-D-U		
09053	A1-B-B1-C-D-U	09123	A1-B-B1-C-D-U	09226	A1-B-B1-C-D-U		
09054	A1-B-B1-C-D-U	09126	A1-B-B1-C-D	09227	A1-B-B1-C-D-U		
09056	A1-B-B1-C-D-U	09128	A1-B-B1-C-D-U	09229	A1-B-B1-C-D-U		
09058	A1-B-B1-C-D-U	09131	A1-B-B1-C-D-U	09237	A1-B-B1-C-D-U-V		
09059	A1-B-B1-C-D-U	09136	A1-B-B1-C-D	09244	A1-B-B1-C-D-U		
09060	A1-B-B1-C-D-U	09137	A1-B-B1-C-D-U	09245	A1-B-B1-C-D-U		
09063	A1-B-B1-C-D-L-U	09138	A1-B-B1-C-D-U	09250	A1-B-B1-C-D-U		
09067	A1-B-B1-C-D-U	09139	A1-B-B1-C-D-U	09252	A1-B-B1-C-D-U		
09069	A-A1-B-B1-C-D-U	09140	A1-B-B1-C-D-U	09261	A1-B-B1-C-D-U-V		
09074	A1-B-B1-C-D-U	09142	A1-B-B1-C-D-U	09262	A1-B-B1-C-D-U		
09076	A1-B-B1-C-D-U	09143	A1-B-B1-C-D-U	09263	A1-B-B1-C-D-U		
09080	A1-B-B1-C-D-U	09154	A1-B-B1-C-D-U	09264	A1-B-B1-C-D-U		
09081	A1-B-B1-C-D-U	09165	A1-B-B1-C-D-U	09265	A1-B-B1-C-D-N-U		
		09166	A1-B-B1-C-D-U	09266	A1-B-B1-C-D-U		
		09169	A1-B-B1-C-D-U				

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09321	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09356	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09396	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09569	A1-B-B1-V
09322	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	09357	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09398	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09570	A1-B-B1-V
09324	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	09358	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09399	A1-B-B1-C-F-V-Z1	09573	A1-B-B1-V
09327	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09359	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09409	A1-B-B1-C-C1-U	09574	A1-B-B1-V
09328	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09360	A1-B-B1-V	09420	A1-B-B1-C-C1-U	09575	A1-B-B1-V
09330	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09361	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09421	A1-B-B1-C-C1-U	09576	A1-B-B1-V
09331	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09363	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09447	A1-B-B1-C-C1-U-V	09577	A1-B-B1-V
09332	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09365	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09454	A1-B-B1-C-C1-U-V	09578	A1-B-B1-V
09333	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09366	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09456	A1-B-B1-C-C1-H-H1-M-Z1	09579	A1-B-B1-V
09334	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09367	A-A1-B-B1-C1-E2-F-H1-M-R-V	09459	A1-B-B1-C-C1-U	09581	A1-B-B1-V
09335	A-A1-B-B1-C1-E2-F-H1-M-R-V-Z1	09369	A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z	09461	A1-B-B1-C-C1-U	09582	A1-B-B1-V
09336	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	09371	A-A1-B-B1-C1-E2-F-H1-M-R-V	09463	A1-B-B1-C-C1-U	09586	A1-B-B1-V
09337	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09372	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09464	A1-B-B1-C-C1-U	09587	A1-B-B1-V
09338	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09375	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-V-Z1	09468	A1-B-B1-C-C1-U	09588	A1-B-B1-V
09339	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09376	A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z	09469	A1-B-B1-C-C1-U	09589	A1-B-B1-V
09340	A-A1-B-B1-C1-F-R-V	09377	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09470	A1-B-B1-C-C1-U	09590	A1-B-B1-V
09342	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09378	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09494	A1-B-B1-C-C1-U	09591	A1-B-B1-V
09344	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09381	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09496	A1-B-B1-C-C1-U-V	09593	A1-B-B1-V
09346	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09385	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09498	A1-B-B1-C-C1-F-F1-F2-N-R-R1-T-U-V-Z1	09594	A1-B-B1-V
09348	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09386	A-A1-B-B1-C1-E2-F-H1-M-R-V	09499	A1-B-B1-C-C1-U	09595	A1-B-B1-V
09349	A-A1-B-B1-C1-E2-F-H1-M-R-V-Z1	09387	A-A1-B-B1-C1-E2-F-H1-M-R-V	09501	A1-B-B1-V	09596	A1-B-B1-V
09350	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09388	A-A1-B-B1-C1-E2-F-H1-M-R-V	09502	A1-B-B1-V	09599	A1-B-B1-V
09351	A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z	09389	A-A1-B-B1-C1-E2-F-H1-M-R-V	09503	A1-B-B1-V	09601	A1-B-B1-C-F-F1-U
09353	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09390	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09504	A1-B-B1-V	09602	A1-B-B1-C-F-F1-N-U
09354	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09391	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09505	A1-B-B1-V	09603	A1-B-B1-C-F-F1-U
09355	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09392	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09506	A1-B-B1-V	09604	A1-B-B1-C-F-F1-U
		09393	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09507	A1-B-B1-V	09605	A1-B-B1-C-D-U-V
				09508	A1-B-B1-V	09606	A1-B-B1-C-D-U-V
				09509	A1-B-B1-V	09609	A1-B-B1-C-F-U
				09510	A1-B-B1-V	09610	A1-B-B1-C-F-U
				09511	A1-B-B1-V	09612	A1-B-B1-C-F-U
				09517	A1-B-B1-V	09613	A1-B-B1-C-F-U-V
				09524	A1-B-B1-V	09617	A1-B-B1-C-F-U
				09532	A1-B-B1-V	09618	A1-B-B1-C-F-U
				09534	A1-B-B1-V	09619	A1-B-B1-C-F-U
				09543	A1-B-B1-V	09620	A1-B-B1-C-F-U
				09545	A1-B-B1-V	09621	A1-B-B1-C-F-U
				09549	A1-B-B1-V	09622	A1-B-B1-C-F-U
				09550	A1-B-B1-V	09623	A1-B-B1-C-F-U
				09554	A1-B-B1-V	09624	A1-B-B1-C-F-U
				09556	A1-B-B1-V	09625	A1-B-B1-C-F-U
				09557	A1-B-B1-V	09626	A1-B-B1-C-F-U
				09564	A1-B-B1-V	09627	A1-B-B1-C-F-U
				09565	A1-B-B1-V	09628	A1-B-B1-C-F-F1-U-V
				09566	A1-B-B1-V	09630	A1-B-B1-C-F-U-V
				09567	A1-B-B1-V	09631	A1-B-B1-C-F-U
				09568	A1-B-B1-V	09636	A1-B-B1-C-F-U
						09642	A1-B-B1-N-U
						09643	A1-B-B1-U
						09644	A1-B-B1-U
						09645	A1-B-U

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09647	A1-B-B1-N-U	09739	A-A1-B-B1-B2-C- C1-D-F-I-M-N-Q-R- R1-T-V-Z-Z1	09825	A-A1-B-B1-B2-C- C1-D-F-I-M-N-Q-R- R1-T-V-Z-Z1	34020	A1-B-B1-M-N-V-Z1
09648	A1-B-B1-N-U-V-Z1					34021	A1-B-B1-M-N-V-Z1
09649	A1-B-B1-U	09740	A-A1-B-B1-C1-E2- F-F1-M-Z1	09827	A-A1-B-B1-F-F1-V	34022	A1-B-B1-D-F-M-N- V-Z1
09701	A-A1-B-B1-B2-C- C1-D-F-I-M-N-Q-R- R1-T-V-Z-Z1	09741	A-A1-B-B1-C1-E2- F-F1-H1-M-N-Q-R- R1-T-V-W-Y-Z-Z1	09828	A1-B-N-V-Z1	34023	A1-B-B1-M-N-V-Z1
09703	A1-B-B1-C-F1-U	09742	A-A1-B-B1-B2-F- F1-I-M-N-Q-R-T-V- Z-Z1	09830	A1-B-B1-C-N-V-Z1	34024	A1-B-B1-M-N-V-Z1
09704	A1-B-B1-C-D-V			09831	A1-B-B1-F-N-U-V- Z1	34025	A1-B-B1-F-N-U-V- Z1
09705	A1-B-B1-U	09743	A-A1-B-B1-B2-C- C1-D-F-M-N-R-R1- V-Z-Z1	09832	A-A1-B-B1-U1-V-Z1	34030	A1-B-B1-M-N-V-Z1
09706	A1-B-B1-C-N-U-V	09744	<b>A-B-B1-B2-C-C1- F-I-M-N-Q-R-R1-T- V-Z-Z1</b>	09833	A1-B-B1-U1-V-Z1	34031	A1-B-B1-M-N-V-Z1
09707	A1-B-B1-C-N-U-V			09834	A1-B-B1-V-Z1	34032	A1-B-M-N-V-Z1
09708	A1-B-B1			09835	A-A1-B-B1-V-Z1	34033	A1-B-C-F-M-N-V-Z1
09709	A1-B-B1-F1			09836	A-A1-B-B1-C-F-M- V-Z1	34034	A1-B-B1-M-N-V-Z1
09710	A1-B-B1-C-C1-F1- M-R-R1-U	09777	A-A1-B-B1-C-E1-N	09837	A1-B-B1-V-Z1	34035	A1-B-B1-H-M-N-V- Z1
09711	A1-B-B1-F1-Z1	09780	A-A1-B-B1-F-R-V	09838	A1-B-B1-V-Z1	34036	A1-B-B1-M-N-U-V- Z1
09713	A1-B-B1-C-F1	09789	A-A1-B-B1-F-R-V	09839	A-A1-B-B1-U-V-Z1	34037	A1-B-B1-C-F-H-I- M-N-V-Z-Z1
09714	A1-B-B1-C-C1-F1- M-R-R1-U	09790	A-A1-B-B1-C1-F-R- V	09840	A-A1-B-B1-V-Z1	34038	A1-B-B1-M-N-V-Z1
09715	A1-B-B1-F1	09801	A-A1-B-B1-C1-E2- F-H1-M-N-R-R1-V- Z1	09841	A-A1-B-B1-U-Z1	34039	A1-B-N-V-Z1
09716	A1-B-B1-C-D-N-U- V	09802	A-A1-B-B1-C1-E2- F-H1-I-M-R-R1-V-Z- Z1	09842	A-A1-B-B1-Z1	34041	A1-B-B1-M-N-U-V- Z1
09717	A1-B-B1-M-W	09803	A1-B-B1-E2-E3-F- H1-N-R-R1-U1-V- Z1	09843	A-A1-B-B1-U-V-Z1	34042	A1-B-B1-D-F-M-N- V-Z1
09718	A1-B-B1-F-I-N-U-V	09804	A-A1-B-B1-F-Z1	09844	A-A1-B-B1-U-V-Z1	34043	A1-B-B1-D-F-M-N- V-Z1
09719	A1-B-B1-C-F1-V	09806	A-A1-B-B1-C1-E2- F-H1-M-N-R-R1-V- Z1	09852	A1-B-B1-E2-E3-F- H1-N-R-R1-U1-V- Z1	34050	A1-B-B1-V
09720	A1-B-B1-U-V	09807	A-A1-B-B1-C1-E2- F-H1-M-N-R-R1-V- Z1	09853	A1-B-B1-E2-F-H1- R-R1-U2-V-Z1	34055	A1-B-B1-N-V-Z1
09721	A1-B-B1-N-U-V-Z1	09808	A-A1-B-B1-C1-E2- F-H1-M-R-V	09855	A-A1-B-B1-C1-E2- F-H1-R-R1-U2-V- Z1	34058	A1-B-B1-V-Z1
09722	A1-B-B1-N-U-V-Z1	09811	A1-B-B1-E2-E3-F- H1-N-R-R1-U1-V- Z1	09858	A1-B-B1-E2-E3-F- H1-N-R-R1-U1-V- Z1	34071	A1-B-B1-I-M-N-V-Z
09723	A1-B-B1-N-U-V-Z1	09812	A1-B-B1-E2-E3-F- F1-I-N-R-U-V-Z-Z1	09865	A-A1-B-B1-V-Z1	34076	A1-B-B1-F1-N-V-Z1
09724	A1-B-B1-C-C1-F1- M-R-R1-U	09814	A1-B-B1-E2-E3-F- F1-I-N-R-U-V-Z-Z1	09868	A-A1-B-B1-U-V-Z1	34078	A1-B-B1-F1-N-V-Z1
09726	A1-B-B1-N-U-V	09815	A-A1-B-B1-C1-E2- F-H1-M-R-R1-V-Z1	09869	A-A1-B-B1-C1-I-V- Z-Z1	34079	A1-B-B1-F1-N-V-Z1
09727	A-A1-B-B1-B2-C- C1-D-F-I-M-N-Q-R- R1-T-V-Z-Z1	09817	A-A1-B-B1-B2-C1- E2-E3-F-F1-G-H- H1-I-M-N-Q-R-R1- T-V-Z-Z1	09874	A-A1-B-B1-C1-I-V- Z-Z1	34090	A1-B-B1-V
09729	A1-B-B1-N-U-V	09819	A-A1-B-F-P-V-Z1	09880	A-A1-B-B1-C1-E2- F-H1-R-R1-U-V-Z1	34091	A1-B-B1-V
09730	A-A1-B-B1-B2-C- C1-D-F-I-M-N-Q-R- R1-T-V-Z-Z1	09821	A-A1-B-F-V-Z1	09889	A1-B-B1-E2-F-H1- N-R-R1-U2-V-Z1	34092	A1-B-B1-V
09731	A-A1-B-B1-B2-C- C1-F-I-M-N-Q-R- R1-T-V-Z-Z1	09822	A-A1-B-F-V-Z1	09892	A-A1-B-B1-E2-F-N- R-R1-V-Z1	34093	A1-B-B1-V
09732	A1-B-B1-N-V-Z1	09823	A-A1-B-F-V-Z1	09898	A1-B-B1-E2-F-H1- R-R1-U2-V-Z1	34095	A1-B-B1-V
09733	A1-B-B1-V	09824	A-A1-B-F-V-Z1	34002	A1-B-B1-N-U-Z1	34098	A1-B-B1-V
09734	A-A1-B-B1-B2-C- C1-D-F-I-M-N-Q-R- R1-T-V-Z-Z1			34006	A-A1-B-B1-C1-F1- N-V-Z1	34099	A1-B-B1-V
09735	A1-B-B1-N-V-Z1			34007	A-A1-B-B1-C1-F1- V-Z1	96201	A-A1-B-B1
09736	A-A1-B-B1-B2-C- C1-D-F-I-M-N-Q-R- R1-T-V-Z-Z1			34008	A-A1-B-B1-C1-F1- V-Z1	96202	A-A1-B-B1-U
09737	A-A1-B-B1-B2-C- C1-D-F-I-M-N-Q-R- R1-T-V-Z-Z1			34010	A1-B-B1-D-F-M-N- V-Z1	96203	A-A1-B-B1
09738	A-A1-B-B1-B2-C- C1-D-F-I-M-N-Q-R- R1-T-V-Z-Z1			34019	A-B-B1-M-N-V-Z1	96204	A-A1-B-B1
						96205	A-A1-B-B1-U
						96206	A-A1-B-B1-U
						96207	A-A1-B-B1-V
						96212	A-A1-B-B1-U
						96213	A-A1-B-B1-U
						96214	A-A1-B-B1-U
						96215	A-A1-B-B1-U-V
						96217	A-A1-B-B1-U-V
						96218	A-A1-B-B1-U

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96219	A-A1-B-B1-U-V	96349	A1-B-B1-F-F1-F2-M-W	96522	A1-B-B1-F-N-U	96613	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1
96220	A-A1-B-B1-U-V			96530	A-A1-B-B1-H-M-N-U-V		
96221	A-A1-B-B1-U-V	96350	A1-B-B1-F-F1-F2-M-W			96614	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1
96224	A-A1-B-B1-U			96531	A-A1-B-B1-H-M-U-V		
96257	A-A1-B-B1-U	96351	A1-B-B1-F-F1-F2-M-W	96534	A-A1-B-B1-F	96615	A1-B-B1-V
96258	A-A1-B-B1-U			96535	A-A1-B-B1-F-V	96616	A-A1-B-B1-V-Z1
96259	A-A1-B-B1-U	96362	A1-B-B1-F-F1-F2-M-W	96536	A1-B-B1-V	96617	A1-B-B1-V
96260	A-A1-B-B1-U			96537	A1-B-B1-V	96619	A1-B-B1-V
96262	A-A1-B-B1-U-V	96365	A1-B-B1-M-V-W	96538	A1-B-B1-V	96620	A1-B-B1-V
96264	A-A1-B-B1-U	96367	A1-B-B1-L-M-W	96540	A1-B-B1-V	96621	A1-B-B1-V
96266	A-A1-B-B1-U	96368	A1-B-B1-M-W	96541	A1-B-B1-V	96622	A1-B-B1-V
96267	A-A1-B-B1-U-V	96370	A1-B-B1-F-F1-F2-M-W	96542	A1-B-B1-V	96624	A1-B-B1-V
96269	A-A1-B-B1-U			96543	A1-B-B1-P-V	96628	A1-B-B1-V
96271	A-A1-B-B1-U	96372	A1-B-B1-M-W	96544	A1-B-B1-F-N-U3-V	96634	A1-B-B1-V
96275	A-A1-B-B1-V	96373	A1-B-B1-M-W	96546	A1-B-B1-F-U3	96643	A1-B-B1-V
96276	A-A1-B-B1	96374	A1-B-B1-M-W	96548	A-A1-B-B1-H-M-U	96657	A1-B-B1-V
96278	A-A1-B-B1-U	96375	A1-B-B1-M-W	96549	A-A1-B-B1-H-M-U	96660	A1-B-B1-V
96283	A-A1-B-B1-U	96376	A1-B-B1-M-W	96550	A-A1-B-B1-H-M-U-V	96661	A1-B-B1-V
96284	A-A1-B-B1-U-V	96377	A1-B-B1-M-W	96551	A-A1-B-B1-H-M-U	96662	A1-B-B1-V
96297	A-A1-B-B1-U	96378	A1-B-B1-M-W	96553	A-A1-B-B1-H-M-N-U-V	96663	A1-B-B1-V
96306	A1-B-B1-F-F1-F2-M-W	96379	A1-B-B1-M-W	96554	A-A1-B-B1-H-M-U	96664	A1-B-B1-V
		96384	A1-B-B1-M-W	96555	A1-B-B1-F-M-V	96665	A1-B-B1-V
96309	A1-B-B1-M-V-W	96386	A1-B-B1-M-W	96557	A1-B-B1-F-M-V	96666	A1-B-B1-V
96310	A1-B-B1-M-W	96387	A1-B-B1-M-W	96562	A-A1-B-B1-B2-C-C1-D-E2-E3-F1-G-H-H1-I-M-N-R-R1-T-V-Z-Z1	96667	A1-B-B1-V
96311	A1-B-B1-M-W	96388	A1-B-B1-M-W	96595	A1-B-B1-V	96668	A1-B-B1-V
96313	A1-B-B1-F-F1-F2-M-W	96401	A1-B-B1-F-N-V-Z1	96598	A1-B-B1-N-V	96669	A1-B-B1-V
		96424	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1	96599	A1-B-B1-V	96670	A1-B-B1-V
96319	A1-B-B1-M-W			96601	A1-B-B1-V	96671	A1-B-B1-V
96321	A1-B-B1-F-F1-F2-M-W	96425	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1	96602	A1-B-B1-V	96672	A1-B-B1-V
96322	A1-B-B1-F-F1-F2-M-W			96603	A1-B-B1-V	96673	A1-B-B1-V
		96426	A-A1-B-B1-C1-E2-F-H1-M-R-V	96604	A1-B-B1-V	96674	A1-B-B1-V
96323	A1-B-B1-M-V-W			96605	A1-B-B1-V	96675	A1-B-B1-V
96326	A1-B-B1-M-W	96427	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1	96606	A1-B-B1-V	96677	A1-B-B1-V
96328	A1-B-B1-M-W			96607	A1-B-B1-V	96678	A1-B-B1-V
96330	A1-B-B1-M-W	96501	A-A1-B-B1-N-V	96608	A1-B-B1-V	96679	A1-B-B1-V
96336	A1-B-B1-M-V-W	96507	A-A1-B-B1-F-V	96609	A1-B-B1-V	96681	A1-B-B1-V
96337	A1-B-B1-M-W	96510	A1-B-B1-I-N-V	96610	A1-B-B1-V	96682	A1-B-B1-V
96338	A1-B-B1-M-W	96511	A1-B-B1-I-N-V	96611	A1-B-B1-V	96683	A1-B-B1-V
96339	A1-B-B1-M-V-W	96515	A1-B-B1-F	96612	A1-B-B1-V	96686	A1-B-B1-V
96343	A1-B-B1-M-W	96517	A1-B-B1-F-U3-V			96687	A1-B-B1-V
96347	A1-B-B1-F-F1-F2-M-W	96518	A1-B-B1-V			96698	A1-B-B1-V
96348	A1-B-B1-F-F1-F2-M-W	96520	A1-B-B1-F-U3-V				
		96521	A1-B-B1-F-N				



## RESTRICTIONS

### LEGEND

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

PS Form 2976-A, *Customs Declaration and Dispatch Note*

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

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

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

**A1.** Mail addressed to "Any Servicemember," or similar wording such as "Any Soldier," "Sailor," "Airman," or "Marine"; "Military Mail"; etc., is prohibited. Mail must be addressed to an individual or job title such as "Commander," "Commanding Officer," etc.

**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 depicting nude or seminude persons, pornographic or sexual items, or nonauthorized political materials is prohibited. Although religious materials contrary to the Islamic faith are prohibited in bulk quantities, items for the personal use of the addressee are permissible.

**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 601.11.1.2c. This restriction does not apply to firearms mailed to or by official U.S. government agencies. The restriction for mail to this APO/FPO ZIP Code does not apply to firearms mailed from this APO/FPO ZIP Code, provided ATF and USPS regulations are met. Antique firearms are a separate category defined in DMM 601.11.2 and ATF regulations; they do not require an ATF form.

**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.** Delivery status information for Extra Services is not available on USPS.com.

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

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

**R.** All alcoholic beverages, including those mailable under DMM 601.8.0, 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.

**V1.** Delivery Confirmation service is not available.

**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 following restriction is applicable only to International Service Centers (ISC)/Exchange Offices. An Anti-Pilferage Seal (Item No O817E or O818A) is required on all pouches and sacks.

**GROWTH AWARD SUBMISSION FORM**

		Area & District
Name		
Title		EAS Level
Work Address		
City, State, ZIP+4®		
Phone Number		Fax Number
Postal Service E-Mail Address		
Customer Relations Coordinator (Growth Partnership)		

I submit the following description and attached supporting documentation for points toward the Chief Marketing Officer's annual Growth Award in the following category:

Revenue Generation

Marketing Initiatives

Marketing Outreach

Signature

Submit completed form with supporting documentation to:  
 Marketing Outreach Coordinator  
 Marketing Strategy and Support  
 PO Box 23079  
 Washington DC 20026-3079



**Stamp Requisition/Stamp Return**

Location ID (10-digit unit finance #) of shipping unit _____ - _____	Name of Postal Retail Unit _____		Postmark   
Telephone No.	City	State	5-Digit ZIP Code™
Signature of Submitter	Required for all Stock Shipped or Returned Location ID (10-digit unit finance #) of receiving unit _____ - _____		Date
Signature of Shipper	Registry Number Used	Shipment # (10-digit)	
Signature of Witness	Stamp Requisition - Prepare in duplicate. Submit ORIGINAL and keep a COPY at the unit. Print clearly all information. Stamp Return to SDO/SSC - Prepare four copies, ORIGINAL in an envelope taped to the outside of package, two COPIES inside, and keep a COPY at the unit. Ship to Other Locations - Prepare in duplicate, submit ORIGINAL inside of package to receiving unit, and keep a COPY at the unit. Use the location ID (10-digit unit finance #) of receiving unit.		

Type: (Check One)   
 Scheduled Order   
 Emergency Order   
 Return Stock   
 Return for Destruction   
 Ship to Other Location

Do Not Substitute	Item No.	Quantity	Redemption Rate (Destruction)	Dollar Value	Denomination and Description
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					
<input type="checkbox"/>					

<b>Total Value</b>	Signature of Person Receiving Stock
\$	Signature of Witness

**Section to Be Completed by Stamp Destruction Committee**

Method of Disposition	Value (In words) (SDO/SSC USE ONLY CORRECTED VALUE)	
<b>Certificate of Destruction Committee</b> We certify that the stock value (in words) was verified and disposed by the method specified above. Further, each member witnessed the verification and disposal of that stock.		Postmark   
Member of Committee and Title		Date
Member of Committee and Title		
Member of Committee and Title		

# Overnight. Guaranteed.\*



**\$14<sup>40</sup>**  
and up

## Use Next-Day **EXPRESS** Mail® service



usps.com

\*Next-day delivery to many locations. Some restrictions may apply.  
See a Retail Associate for money-back guarantee details.

September 2006

## Have You Seen Any of These Missing Children?

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



**Name:** Leland Archambeau  
**Born:** 11-17-05  
**Date Missing:** 7-12-06  
**Missing From:** Sioux Falls, SD



**Name:** Brooke Shields  
**Born:** 11-16-88  
**Date Missing:** 7-12-06  
**Missing From:** Sioux Falls, SD



**Name:** Robert Brown  
**Born:** 9-18-89  
**Date Missing:** 8-6-06  
**Missing From:** Springfield, IL



**Name:** Antonio Campbell  
**Born:** 2-1-90  
**Date Missing:** 8-24-06  
**Missing From:** Waukegan, IL



**Name:** Christina Coleman  
**Born:** 12-21-89  
**Date Missing:** 7-21-06  
**Missing From:** New York, NY



**Name:** Shaquita Crum  
**Born:** 9-11-90  
**Date Missing:** 8-28-06  
**Missing From:** Chicago, IL

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

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

Post Offices, classified stations, branches, and contract postal units may display this poster at their option. If the poster is displayed, it should be placed on the community bulletin board located in the Post Office™ box lobby and not in the main retail (full service) lobby. Alternatively, Missing Children posters can be maintained in a binder behind the counter to be used as a reference guide. The posters also may be posted in a prominent location where letter carriers will be able to see them before or after they go out of their routes. Making this information available to letter carriers is consistent with the NALC/USPS Child Alert Program to facilitate identification of missing children.

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

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

In addition to *Postal Bulletin* updates, NCMEC distributes information periodically. Notification of newly reported missing children is sent to designated district "Missing Children" coordinators via e-mail addresses provided by district managers. Within 24 hours of receipt of an e-mailed Missing Children poster, district coordinators should distribute copies to all Postal Service™ facilities in their districts. Missing Children posters are to be displayed as noted above for 30 days unless notification is received (from NCMEC) to remove a particular poster sooner. The e-mail network is used to distribute posters and information in only the most urgent cases of missing children. This system supplements, but does not replace, the missing children information in this *Postal Bulletin*.

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

If you have any information, or for free prevention tips, please call 800-THE-LOST (800-843-5678).

September 2006

## Have You Seen Any of These Missing Children?

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



**Name:** Alexander Kokinakos  
**Born:** 9-1-97  
**Date Missing:** 8-18-06  
**Missing From:** Glencoe, MD



**Name:** Christopher Kokinakos  
**Born:** 2-18-95  
**Date Missing:** 8-18-06  
**Missing From:** Glencoe, MD



**Name:** Matthew Kokinakos  
**Born:** 10-17-01  
**Date Missing:** 8-18-06  
**Missing From:** Glencoe, MD



**Name:** Trisha Martinez  
**Born:** 5-4-90  
**Date Missing:** 7-26-06  
**Missing From:** Tucson, AZ

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

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

Post Offices, classified stations, branches, and contract postal units may display this poster at their option. If the poster is displayed, it should be placed on the community bulletin board located in the Post Office™ box lobby and not in the main retail (full service) lobby. Alternatively, Missing Children posters can be maintained in a binder behind the counter to be used as a reference guide. The posters also may be posted in a prominent location where letter carriers will be able to see them before or after they go out of their routes. Making this information available to letter carriers is consistent with the NALC/USPS Child Alert Program to facilitate identification of missing children.

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

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

In addition to *Postal Bulletin* updates, NCMEC distributes information periodically. Notification of newly reported missing children is sent to designated district "Missing Children" coordinators via e-mail addresses provided by district managers. Within 24 hours of receipt of an e-mailed Missing Children poster, district coordinators should distribute copies to all Postal Service™ facilities in their districts. Missing Children posters are to be displayed as noted above for 30 days unless notification is received (from NCMEC) to remove a particular poster sooner. The e-mail network is used to distribute posters and information in only the most urgent cases of missing children. This system supplements, but does not replace, the missing children information in this *Postal Bulletin*.

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

If you have any information, or for free prevention tips, please call 800-THE-LOST (800-843-5678).



September 2006

## Have You Seen Any of These Missing Children?

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



**Name:** Brenda Ortiz  
**Born:** 8-12-92  
**Date Missing:** 8-16-06  
**Missing From:** Dallas, TX



**Name:** Vanessa Solano  
**Born:** 1-29-90  
**Date Missing:** 8-29-06  
**Missing From:** San Diego, CA



**Name:** Bramyl Torres  
**Born:** 9-12-89  
**Date Missing:** 8-7-06  
**Missing From:** Mount Kisco, NY

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

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

Post Offices, classified stations, branches, and contract postal units may display this poster at their option. If the poster is displayed, it should be placed on the community bulletin board located in the Post Office™ box lobby and not in the main retail (full service) lobby. Alternatively, Missing Children posters can be maintained in a binder behind the counter to be used as a reference guide. The posters also may be posted in a prominent location where letter carriers will be able to see them before or after they go out of their routes. Making this information available to letter carriers is consistent with the NALC/USPS Child Alert Program to facilitate identification of missing children.

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

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

In addition to *Postal Bulletin* updates, NCMEC distributes information periodically. Notification of newly reported missing children is sent to designated district "Missing Children" coordinators via e-mail addresses provided by district managers. Within 24 hours of receipt of an e-mailed Missing Children poster, district coordinators should distribute copies to all Postal Service™ facilities in their districts. Missing Children posters are to be displayed as noted above for 30 days unless notification is received (from NCMEC) to remove a particular poster sooner. The e-mail network is used to distribute posters and information in only the most urgent cases of missing children. This system supplements, but does not replace, the missing children information in this *Postal Bulletin*.

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

If you have any information, or for free prevention tips, please call 800-THE-LOST (800-843-5678).

NOTICE TO ALL EMPLOYEES

# THRIFT SAVINGS PLAN FACT SHEET

Percentage returns released September 5, 2006, by the Federal Retirement Thrift Investment Board

ANNUAL RETURNS	G Fund	F Fund	LBA Bond Index	C Fund	S&P 500 Stock Index	S * Fund	Wilshire 4500 Stock Index	I * Fund	EAFE Stock Index
1994	7.22	-2.96	-2.92	1.33	1.32	—	-2.66	—	7.75
1995	7.03	18.31	18.47	37.41	37.58	—	33.48	—	11.27
1996	6.76	3.66	3.63	22.85	22.96	18.52	17.18	6.27	6.14
1997	6.77	9.60	9.65	33.17	33.36	26.61	25.69	1.46	1.55
1998	5.74	8.70	8.69	28.44	28.58	7.51	8.63	20.46	20.09
1999	5.99	-0.85	-0.82	20.95	21.04	32.70	35.49	26.81	26.72
2000	6.42	11.67	11.63	-9.14	-9.10	-8.76	-15.77	-14.11	-14.17
2001	5.39	8.61	8.44	-11.94	-11.89	-2.22*	-2.52*	-15.42*	-14.88*
2002	5.00	10.27	10.26	-22.05	-22.10	-18.14	-17.80	-15.98	-15.94
2003	4.11	4.11	4.10	28.54	28.69	42.92	43.84	37.94	38.59
2004	4.30	4.30	4.34	10.82	10.88	18.03	18.10	20.00	20.25
2005	4.49	2.40	2.43	4.96	4.91	10.45	10.03	13.63	13.54

\*Rates of return for May (inception of S and I Funds) through December 2001.

**2005 MONTHLY RETURNS**

Sept.	0.36	-1.03	-1.03	0.84	0.81	0.83	0.76	3.68	4.45
Oct.	0.36	-0.75	-0.79	-1.66	-1.67	-2.33	-2.35	-2.90	-2.92
Nov.	0.36	0.38	0.44	3.75	3.78	4.72	4.67	2.44	2.45
Dec.	0.45	0.95	0.95	0.07	0.03	0.37	0.48	4.64	4.65

**2006**

Jan.	0.36	0.09	0.01	2.66	2.65	6.70	6.57	6.14	6.14
Feb.	0.36	0.28	0.33	0.22	0.27	-0.98	-0.99	-0.27	-0.22
March	0.36	-0.93	-0.98	1.29	1.25	3.84	3.81	3.33	3.30
April	0.44	-0.19	-0.18	1.35	1.34	0.34	0.41	4.83	4.78
May	0.44	-0.09	-0.11	-2.87	-2.88	-4.36	-4.32	-3.87	-3.88
June	0.44	0.19	0.21	0.07	0.14	0.47	0.29	0.00	-0.01
July	0.44	1.32	1.35	0.65	0.62	-2.79	-2.82	0.98	0.99
Aug.	0.44	1.58	1.53	2.36	2.38	2.15	2.15	2.76	2.75
<b>LAST 12 MONTHS</b>	<b>4.91</b>	<b>1.77</b>	<b>1.71</b>	<b>8.89</b>	<b>8.88</b>	<b>8.72</b>	<b>8.40</b>	<b>23.44</b>	<b>24.28</b>

Fund	Invested In	Index Tracked
G — Government Securities Investment Fund	Special issues of U.S. Treasury securities	N/A
F — Fixed Income Index Investment Fund	Barclays U.S. Debt Index Fund	Lehman Brothers U.S. Aggregate bond index
C — Common Stock Index Investment Fund	Barclays Equity Index Fund	S&P 500 stock index
S — Small Capitalization Stock Index Investment Fund	Barclays Extended Market Index Fund	Wilshire 4500 stock index
I — International Stock Index Investment Fund	Barclays EAFE Index Fund	Europe, Australasia, and Far East stock index

Future performance of the funds will vary and may be significantly different from the returns shown above. See the *Summary of the Thrift Savings Plan* for detailed information about the funds and their investment risks. The monthly returns of the TSP Funds represent net earnings for the month after deduction of accrued administrative expenses and, except for the G Fund, after deduction of trading costs and

accrued investment management fees as well. The returns for the four indexes shown do not include any of these deductions.

\* Implemented May 2001.

**See next page for new L Funds.**

**Please post on bulletin boards. Discard/recycle all previous notices.**

<b>L Funds</b>					
<b>2005 MONTHLY RETURNS</b>	<b>L 2040</b>	<b>L 2030</b>	<b>L 2020</b>	<b>L 2010</b>	<b>L Income</b>
Aug *	0.07	0.07	0.15	0.16	0.17
Sep	1.35	1.17	1.06	0.94	0.52
Oct	-1.90	-1.67	-1.34	-0.93	-0.17
Nov	3.08	2.80	2.42	1.89	1.03
Dec	1.32	1.22	1.11	0.93	0.59
<b>2006</b>					
Jan	3.84	3.40	2.92	2.22	1.10
Feb	-0.07	0.00	0.07	0.15	0.25
Mar	1.98	1.71	1.56	1.19	0.67
Apr	1.75	1.62	1.47	1.18	0.74
May	-2.87	-2.45	-2.06	-1.31	-0.33
June	0.26	0.27	0.28	0.37	0.33
July	0.13	0.20	0.35	0.37	0.49
Aug	2.22	1.96	1.81	1.39	0.90
<b>LAST 12 MONTHS</b>	<b>11.47</b>	<b>10.55</b>	<b>9.95</b>	<b>8.65</b>	<b>6.28</b>

\* Returns for August are from inception on August 1, 2005.

The L Funds are invested in the five individual TSP funds.

# Information Technology (Continued)

[Revise item c to read as follows:]

- c. Applications (including COTS applications containing custom programming), regardless of the designation of sensitivity or criticality, that transmit information between a Postal Service network and an external network, or between a Postal Service demilitarized zone (DMZ) and an external network.

\* \* \* \* \*

## 8-6.5 Phase 5 — Production

\* \* \* \* \*

### 8-6.5.5 Re-initiate ISA

[Revise item a(1) and item c to read as follows:]

- (1) Change in the functions of the application or data that alters the criticality or sensitivity designation of the application.

\* \* \* \* \*

- c. A significant finding of an audit or other external assessment.

\* \* \* \* \*

[Revise the title of 8-6.5.7.1 to read as follows:]

### 8-6.5.7.1 Disposal of Data

[Change reference from ASM 35 to Handbook AS-353.]

\* \* \* \* \*

## 9 Information Security Services

\* \* \* \* \*

### 9-4 Authorization

\* \* \* \* \*

#### 9-4.2 Authorization Process

[Add a sentence to 9-4.2 to read as follows:]

eAccess is the Postal Service application for managing authorization to information resources.

\* \* \* \* \*

### 9-5 Accountability

\* \* \* \* \*

#### 9-5.2 Types of Accountability

\* \* \* \* \*

#### 9-5.2.3 Individual Accountability

\* \* \* \* \*

[Revise item b to read as follows:]

- b. Verify that users are authorized to use the system.

#### 9-5.3 Types of Accounts

\* \* \* \* \*

[Add new items e and f to read as follows:]

- e. Guest.

- f. Other.

\* \* \* \* \*

## 9-7 Authentication

\* \* \* \* \*

### 9-7.1 Passwords

\* \* \* \* \*

#### 9-7.1.1 Password Selection Requirements

\* \* \* \* \*

[Revise items a and b to read as follows:]

- a. For privileged users, personnel in technology areas, mobile users, and personnel using Encryption File System (EFS), passwords must consist of at least eight characters and contain at least one character from three of the four following types of characters: English uppercase letters (A–Z), English lowercase letters (a–z), Westernized Arabic numerals (0–9), and nonalphanumeric characters (special characters such as &, #, and \$).

- b. For all other users, passwords must consist of at least six characters and contain at least one character from three of the four following types of characters: English uppercase letters (A–Z), English lowercase letters (a–z), Westernized Arabic numerals (0–9), and nonalphanumeric characters (special characters such as &, #, and \$).

\* \* \* \* \*

[Renumber current 9-7.1.6 through 9-7.1.9 as new 9-7.1.8 through 9-7.1.11. Renumber current 9-7.1.4 and 9-7.1.5 as

new 9-7.1.5 and 9-7.1.6. Insert new 9-7.1.4 to read as follows:]

**9-7.1.4 Password Suspension**

After six unsuccessful attempts, suspend the password and disable the account.

**9-7.1.5 Re-set Passwords**

[Revise new 9-7.1.5 to read as follows:]

Users with nonprivileged accounts who have forgotten their passwords or whose accounts have been disabled due to using an incorrect password after six attempts, may re-set their password by invoking ePassword Reset. ePassword Reset will re-set the password to a temporary password and the user must then change the password at first logon. ePassword Reset is not used for system administrators, database administrators, or other privileged accounts. When privileged users request the re-set of a password, the user must be prepared to provide some predetermined shared secret that only the user would know for validation purposes (see 9-7.3, Shared Secret). Re-set passwords for privileged users must be hand-delivered. The password is re-set to a temporary password and the user must then change the password at first logon.

\* \* \* \* \*

[Insert new 9-7.1.7 to read as follows:]

**9-7.1.7 Requests for Use of Non-Expiring Password Accounts**

All requests for use of non-expiring password accounts must be submitted in writing (e-mail is acceptable) by the executive sponsor to the manager, CISO. These accounts will be tracked for compliance purposes. The executive sponsor will be held accountable for the usage of these accounts. If approval is granted, the following compensating controls must be implemented:

- a. Account must be in Active Directory. (The only exception will be source-restricted mainframe accounts.) No privileged access allowed.
- b. Non-expiring accounts must be requested and documented through eAccess.
- c. Source restrict the account to a specific host and do not allow console or remote entry.
- d. Encrypt the LDAP call to keep the password from being transmitted across the network in clear text.
- e. Use a maximum length complex password.
- f. Strictly restrict access to the password to operations staff with a need to know.
- g. Change password when personnel with access to the account leave or transfer.

\* \* \* \* \*

**9-7.1.11 Password Requirements**

\* \* \* \* \*

[Reletter current items b through d as new items c through e. Insert new item b to read as follows:]

- b. Suspend password and disable account after an administrator-configurable number of unsuccessful entries.

\* \* \* \* \*

**9-7.4 Digital Certificates and Signatures**

**9-7.4.1 Digital Certificates**

[Revise the second sentence to read as follows:]

\*\*\*The certificate's purpose is to relate a unique name to a specific public key and is used for encryption and decryption of files and the nonrepudiation of messages.\*\*\*

\* \* \* \* \*

**9-8 Confidentiality**

\* \* \* \* \*

**9-8.2 Encryption**

[Revise the last sentence to read as follows:]

\*\*\*The minimum encryption standard for the Postal Service is the Advanced Encryption Standard (AES) with a 128-bit encryption key. Triple Data Encryption Standard (DES) with 128-bit encryption key may be used if AES is not available for the information resource.

[Revise the title and last sentence of 9-8.2.1 to read as follows:]

**9-8.2.1 Required for Transmission and Storage on Removable Devices and Media**

\*\*\*Encryption must be used for sensitive and business-controlled sensitive information that is transmitted or stored on removable devices or media. Encryption must be used for payment card industry (PCI) information throughout the lifecycle. Encryption must also be used for sensitive and business-controlled sensitive information that is stored off Postal Service premises.

[Revise the title and text of 9-8.2.2 to read as follows:]

**9-8.2.2 Recommended for Storage on Non-Removable Devices**

Additionally, encryption is recommended for sensitive and business-controlled sensitive information stored on non-removable devices. See 3-5.4, *Encryption of Information*.

\* \* \* \* \*

**9-10 Availability**

\* \* \* \* \*

**9-10.4 High Availability**

\* \* \* \* \*

[Reletter current items d through g as new items f through i. Add new items d and e to read as follows:]

- d. Offsite vaulting of application transactions.
- e. Mirroring of applications at site not subject to the same threats.

\* \* \* \* \*

**9-12 Audit Logging**

[Revise introductory text to read as follows:]

Audit logs must be sufficient in detail to facilitate reconstruction of events if a compromise or malfunction is suspected or has occurred. Audit logs include system logs, event logs, error logs, and Web logs. Information resources must implement audit logging functions including, but not limited to, the following:

\* \* \* \* \*

**9-12.5 Audit Log Retention**

[Change reference from ASM 35 to Handbook AS-353.]

\* \* \* \* \*

**10 Hardware and Software Security**

\* \* \* \* \*

**10-5 Hardware Security**

\* \* \* \* \*

**10-5.4 Workstations**

\* \* \* \* \*

[Revise the title of 10-5.4.2 to read as follows:]

**10-5.4.2 Password- or Token-Protected Screen Saver**

\* \* \* \* \*

**10-6 Software and Applications Security**

\* \* \* \* \*

**10-6.3 Version Control**

\* \* \* \* \*

[Add new 10-6.3.4 to read as follows:]

**10-6.3.4 Unapproved Software**

Unapproved software will be removed by the IT staff.

\* \* \* \* \*

**10-6.6 Database Management Systems**

\* \* \* \* \*

**10-6.6.1 DBMS Activity Logs**

[In the last sentence, change "Continuity and Contingency Planning" to "Continuance Management."]

\* \* \* \* \*

**10-7 Protection Against Viruses and Malicious Code**

\* \* \* \* \*

**10-7.1 Virus Protection Software**

**10-7.1.1 Installation**

[Revise the last sentence to read as follows:]

\*\*\*Unauthorized personnel must not modify the configuration of virus protection software.

\* \* \* \* \*

**10-7.2 Other Protection Measures**

\* \* \* \* \*

[Add new 10-7.2.6 to read as follows:]

**10-7.2.6 Spyware Protection Measures**

All information resources within the Postal Service must be protected against the introduction of spyware. A layered-defense must be implemented combining anti-spyware software with anti-virus software, a personal firewall, host anomaly detection/intrusion prevention software, spam and content filtering for inbound e-mail, pop-up blocker protection, and user education. Unauthorized personnel must not modify the configuration of spyware protection software.

\* \* \* \* \*

**11 Networks and Communications**

\* \* \* \* \*

**11-3 Networks and Communications Security**

**11-3.1 Purpose**

[Revise the introductory text to read as follows:]

Physical, administrative, and technical security controls and processes that safeguard the confidentiality, availability, and integrity of the network will be implemented to:

\* \* \* \* \*

**11-5 Protecting the Network Infrastructure**

\* \* \* \* \*

[Renumber current 11-5.11 as new 11-5.11.1, current 11-5.12 as new 11-5.11.2, current 11-5.13 as new

11-5.11.3, current 11-5.10 as new 11-5.11, and add new 11-5.10 to read as follows:]

**11-5.10 Isolation of Postal Service and Non-Postal Service Networks**

Postal Service networks must be isolated from non-Postal Service networks (e.g., business partner and vendor networks). Postal Service and non-Postal Service network devices must not be commingled. Non-publicly available Postal Service information must be isolated from non-Postal Service information (e.g., business partner and vendor information) in transit.

\* \* \* \* \*

**11-12 Remote Access**

**11-12.1 Authentication**

\* \* \* \* \*

[Revise the last sentence of the second paragraph to read as follows:]

\*\*\*In addition, personnel outside Postal Service firewalls must use an encrypted session, such as VPN or secure socket layer (SSL), if transmitting sensitive or business-controlled sensitive information.

\* \* \* \* \*

**12 Business Continuity Management**

\* \* \* \* \*

**12-2 Roles and Responsibilities**

\* \* \* \* \*

**12-2.11 Executive Sponsors**

[Reletter current item c as new item d. Add new item c to read as follows:]

- c. Developing an ADRP for critical and business-controlled critical applications.

\* \* \* \* \*

**Exhibit 12.2 Business Continuity Management Responsibilities**

[Change the entry in the cell at the intersection of "Develop, maintain, and test ADRPs" and "Managers of Development Centers" from "C" to "X."]

\* \* \* \* \*

[Revise the title and text of 12-6 to read as follows:]

**12-6 Relationship of Criticality, Recovery Time Objective, and Recovery Point Objective**

The criticality of an application is determined during the Application BIA, and the EIR is updated at the completion of the BIA process. The RTO, which is the maximum allowable downtime for an application, is determined for

applications designated as critical or business-controlled critical. It is how long it takes to restore the application. The RTO does not indicate how much data will be lost.

The RTO must be commensurate with the level of criticality. If there is a significant mismatch between the RTO and the criticality designation, the RTO and criticality designation must be reviewed. As a general rule, the more critical the application, the lower the RTO. A lower RTO often requires a larger investment in BCM resources, which, in turn, results in higher costs. The RTO is determined in consultation with the DR service provider as the DR strategy is defined.

Also at this time, the data currency requirements/recovery point objective (RPO) is determined. The RPO indicates the maximum amount of allowable data loss. It is the point in time (age) to which data must be recovered relative to the time of the disaster. It is the size of the window of opportunity for data loss. The amount of data loss is determined by backup methods and frequency of backup transport off-site. A better RPO requires more frequent backup and transport of the backups offsite or mirroring of the application at an offsite location.

The DR service provider uses the EIR to identify which applications require the development and testing of an ADRP.

\* \* \* \* \*

**13 Incident Management**

\* \* \* \* \*

**13-3 Information Security Incidents**

\* \* \* \* \*

**13-3.2 Reportable Incidents**

\* \* \* \* \*

[Reletter current items m through w as new items n through x. Add new item m to read as follows:]

- m. Systems displaying strange messages or mislabeled files or directories.

\* \* \* \* \*

**13-4 Incident Prevention**

[Revise text to read as follows:]

The following actions by Postal Service personnel can help prevent information security incidents:

- a. Display proper badge when in any Postal Service facility.
- b. Be aware of your physical surroundings, including weaknesses in physical security and the presence of any unauthorized visitor.



- c. Use only approved computer hardware and software with the latest patches installed.
- d. Use updated virus protection software and pattern recognition files.
- e. Do not download, install, or run a program unless you know it to be authored by a person or company that you trust.
- f. Use a personal firewall.
- g. Use a strong password of at least eight characters composed of upper- and lower-case alphabetic, numeric, and special characters.
- h. Encrypt sensitive and business-controlled sensitive information physically removed from a Postal Service facility.
- i. Encrypt sensitive and business-controlled sensitive information in transit.
- j. Back up data stored on local workstation and physically secure the backup copies.
- k. Be wary of unexpected attachments. Know the source of the attachment before opening it. Remember that many viruses originate from a familiar e-mail address.
- l. Be wary of URLs in e-mail or instant messages. A common social engineering technique known as phishing uses misleading URLs to entice users to visit malicious Web sites. URLs can link to malicious content that, in some cases, may be executed without your intervention.
- m. Be wary of social engineering attempts to solicit restricted information, such as account numbers and passwords.
- n. Users of technology such as instant messaging and file-sharing services should be careful of following links or running software sent by other users.

\* \* \* \* \*

**14 Compliance and Monitoring**

\* \* \* \* \*

**14-5 Monitoring**

\* \* \* \* \*

**14-5.5 Warning Banner**

\* \* \* \* \*

**Exhibit 14-5.4 Authorized Standard Postal Service Warning Banner**

*[Remove boldface from the last sentence of the second paragraph.]*

\* \* \* \* \*

**14-5.6 What is Monitored**

\* \* \* \* \*

*[Revise the title of 14-5.6.1 to read as follows:]*

**14-5.6.1 Requesting User Monitoring**

\* \* \* \* \*

*[Revise the title of 14-5.6.2 to read as follows:]*

**14-5.6.2 Approving User Monitoring**

\* \* \* \* \*

**14-5.7 Infrastructure Monitoring**

*[Revise the introductory text to read as follows:]*

The manager, CISO, is responsible for ensuring security of the Postal Service infrastructure through the following:

\* \* \* \* \*

**14-7 Confiscation and Removal of Information Resources**

*[Revise text to read as follows:]*

The CISO, OIG, Inspection Service, or their designee may confiscate and remove any information resource suspected to be the object of inappropriate use or violation of Postal Service information security policies to preserve evidence that might be used in forensic analysis of a security incident. The CISO, OIG, Inspection Service, or their designee, as appropriate, will ensure that the chain of evidence (associated with the possession of the confiscated information resource) is preserved and documented.

\* \* \* \* \*

**15 Wireless Networking**

**15-1 Policy**

\* \* \* \* \*

*[Add a third paragraph to read as follows:]*

All wireless technology, including wireless local area networks (WLANs), cellular technologies, radio frequency identifier (RFID) tag applications, Bluetooth technologies, and personal area networks (PANs), must be approved by the NCRB before procurement and integration.

\* \* \* \* \*

**15-6 Wireless Solutions**

**15-6.1 General**

\* \* \* \* \*

[Revise the first sentence of the second paragraph to read as follows:]

Devices that meet the current WLAN standard solution will not require a firewall between wireless devices and wired networks.\*\*\*

\* \* \* \* \*

**15-9 Deployment Requirements**

\* \* \* \* \*

**15-9.3 Technical Security Requirements**

[Revise text to read as follows:]

Technical security controls should be implemented to mitigate risks such as eavesdropping, traffic analysis, masquerading, replay, message modification, and denial of service. Wireless technical security requirements are as follows:

- a. Implement a “power-on” password based on Postal Service standards for each mobile wireless handheld device.
- b. Implement appropriate password management (e.g., aging) for all handheld devices.
- c. Implement mutual authentication between a wireless device and an access point.
- d. Implement authentication for users whether operating locally or remotely (i.e., authenticate to the device or to the network).
- e. Provide only specific services; i.e., HTTP, HTTPS, SMTP, etc.
- f. Control access between the WLAN and wired LAN with a firewall.
- g. Implement timeout mechanisms that automatically prompt the user for a password after a period of device inactivity.
- h. Implement nonrepudiation access check for financial transactions.
- i. Use the wireless access point for access only.
- j. Configure the wireless access point properly.
- k. Set wireless access points at 1, 6, and 11 so they don’t compete and interfere with each other. If a non-standard channel is used, it will indicate a possible “man-in-the-middle” attack.
- l. Routinely test the inherent security features (e.g., authentication and encryption) that exist in wireless algorithms to protect sensitive and business-controlled sensitive information.
- m. Encrypt data between a device and an access point, or ancillary downstream device utilizing Postal Service encryption standards; e.g., implement Wired Equivalency Protocol (WEP) using a 104/128-bit key.

- n. Use a VPN to secure communication between WLAN and LAN resources.
- o. Implement Media Access Control (MAC) address filtering.
- p. Use a HTTP/SHTTP proxy to access the Internet.
- q. Turn off ad hoc networking and ensure your wireless network interface card (NIC) remains in “infrastructure only” mode.
- r. Utilize Temporal Key Integrity Protocol (TKIP) to provide data encryption including a pre-packet key mixing function, a message integrity check (MIC), an extended initialization vector (IV) with sequencing rules, and a re-keying mechanism.
- s. Implement 802.1x and EAP to provide a framework for strong user authentication.
- t. Employ Postal Service standard end-to-end cryptographic protection to transmit sensitive and business-controlled sensitive information over other network segments, including wired segments or the Internet.
- u. Even when approved cryptography is used, employ additional countermeasures (e.g., strategically locating access points, firewall filtering, blocking, and installation of antivirus software) as required.
- v. Employ automated key rotation.
- w. Install personal firewall software on all mobile networked wireless devices.
- x. Implement appropriate logging and intrusion detection where any wireless equipment is used.

\* \* \* \* \*

**Appendix A Consolidated Roles and Responsibilities**

\* \* \* \* \*

**11 Portfolio Managers**

\* \* \* \* \*

[Add item k to read as follows:]

- k. Accepting personal accountability for adverse consequences if application was placed in production before the Application ISA process was completed.

\* \* \* \* \*

**Appendix B Information Security and Related Documents**

[Under “Other Related Documents,” change the title of Pub. 805-A to read as follows:]

Pub. 805-A, *Application Information Security Assurance (ISA) Process*

\* \* \* \* \*

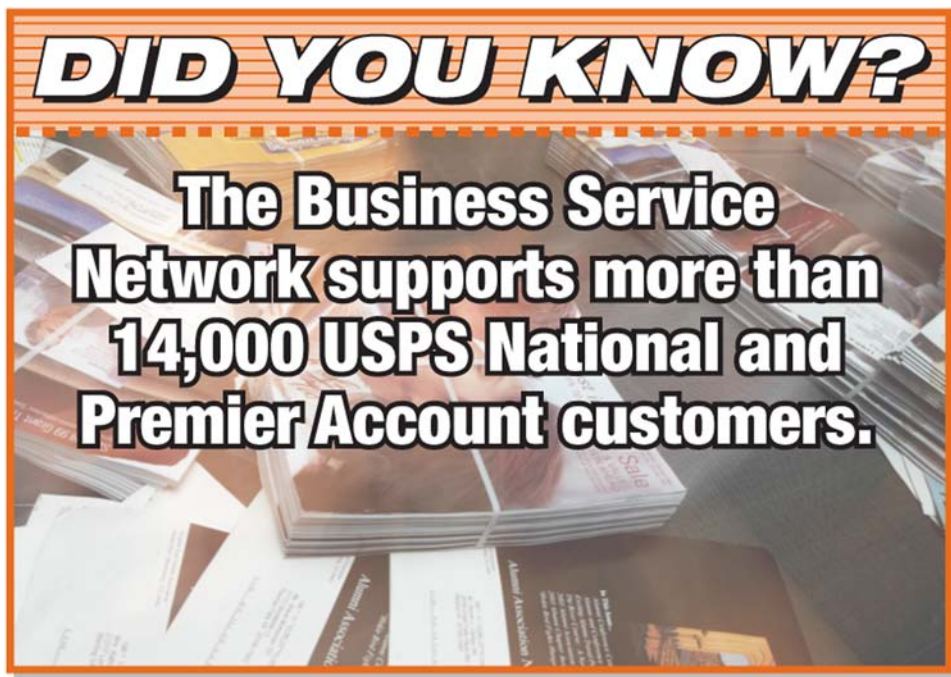
We will incorporate these revisions into the next online update of Handbook AS-805 available on the PolicyNet Web site.

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click on *References*.
- Under “References” in the right-hand column, under “Policies,” click on *PolicyNet*.

- Then click on *HBKs*.

(The direct URL for the Postal Service PolicyNet Web site is <http://blue.usps.gov/cpim>.)

— *Corporate Information Security,  
Information Technology, 9-28-06*



Promotion. Postal Service Official Licensed Products

# ROYEL MARKETING

50 PARK PL STE 810  
NEWARK NJ 07102-4305  
www.royelideas.com



**ONLY  
\$21.00-\$26.00  
EACH!**

AN OFFICIAL LICENSED  
PRODUCT OF THE UNITED  
STATES POSTAL SERVICE®.

- Model SVX with navy strap only
- Minimum order: 5 watches per model
- Free shipping on orders of 30 or more watches
- While supplies last/ limited quantities on all items

CALL TOLL-FREE 800-952-7340



MODEL SVX  
\$21.00



MODEL SWX  
\$22.00



MODEL SKX  
\$22.00



MODEL SLX  
\$26.00

ORDER FORM

Local Post Office™: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP Code: \_\_\_\_\_

Payment:  Visa  Mastercard  Amex  Money Order

Card number: \_\_\_\_\_ Expiration date: \_\_\_\_\_

Purchaser: \_\_\_\_\_ Signature: \_\_\_\_\_

Telephone: \_\_\_\_\_ Fax: \_\_\_\_\_ E-mail: \_\_\_\_\_

Quantity (minimum 10 watches per model): SVX: \_\_\_\_\_ SLX: \_\_\_\_\_ SKX: \_\_\_\_\_ SWX: \_\_\_\_\_

FAX YOUR ORDER TO 973-624-6664 • PLEASE ALLOW 1-2 WEEKS FOR DELIVERY

Products featured in this promotion are for individual purchases or Postal Service promotional events. These items are *not* for resale in Postal Service retail stores.

You can obtain licensed items for retail sale through the Official Licensed Retail Product (OLRP) program. All offices are eligible to participate in the program and may order products through the OLRP catalog on eBuy.

Promotion. Postal Service Official Licensed Products



Officially Licensed Products of the US Postal Service

# StampPinsUSA.com

**StampPinsUSA.com** offers a selection of US Stamps beautifully reproduced in full color as part of an entire line of quality Lapel Pins, Key Chains, and Magnets. We now also offer a selection of ornaments based on favorite holiday stamp designs.

## 3 Easy Ways to Order:

- Call
- Mail, or
- Fax

**Printable order form available online.**  
<http://www.stamppinsusa.com>



**Visit our website today to view all of our available designs.**

All of our pins and key tags are solid brass. Each lapel pin includes a stamp serration in brass with nail and military clutch attachment. Key tags include a brass spit ring. All items are individually poly bagged. **All pins are proudly made in the USA**

**For More Information: Call Toll Free at 1-800-562-5766,  
 Fax to 401-467-3570 or, Email to [info@StampPinsUSA.com](mailto:info@StampPinsUSA.com)**

Products featured in this promotion are for individual purchases or Postal Service promotional events. These items are *not* for resale in Postal Service retail stores.

You can obtain licensed items for retail sale through the Official Licensed Retail Product (OLRP) program. All offices are eligible to participate in the program and may order products through the OLRP catalog on eBuy.



Promotion. Postal Service Official Licensed Products



# It's time to begin your **Holiday Shopping!**

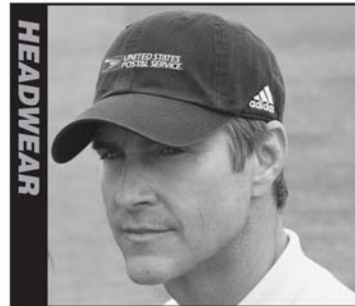
visit [www.MyPostalStore.com](http://www.MyPostalStore.com)  
or call to request a free catalog  
**866-850-0059**



**APPAREL**



**OUTERWEAR**



**HEADWEAR**



**GOLF ITEMS**



**YOUTH WEAR**



**SPECIALTY LOGO**



To order or request a catalog  
call **866-850-0059**  
fax **866-650-1970**  
[sales@MyPostalStore.com](mailto:sales@MyPostalStore.com)



Products featured in this promotion are for individual purchases or Postal Service promotional events. These items are *not* for resale in Postal Service retail stores.

You can obtain licensed items for retail sale through the Official Licensed Retail Product (OLRP) program. All offices are eligible to participate in the program and may order products through the OLRP catalog on eBuy.

Promotion. Postal Service Official Licensed Products



**SUN STATE MARKING...**

(An Approved "Off Catalog" Supplier with 20 years of experience working with Post Offices Nationwide)

**...Can Provide the Items You Need for Your Office and Employees.**



***We Make Ordering EASY!!!***

**USPS Official Licensed Product Manufacturer and Distributor.**

**Incentives, Awards, & Recognition Items...**

**Let Your Employees Know They're Appreciated !**



- \* Sales Associates
- \* Carriers
- \* Supervisors
- \* Managers
- \* Postmasters
- \* Support Personnel



- \* NO Minimums...
- \* Volume Pricing...

Choose from these items and many, many others...

- \* Highest Quality...
- \* Best Service...
- \* Great Prices...
- \* Any Budget...

**We Can Also Help You With Items That Help Move The Mail...**

- \* Pre-Inked Xstamper Hand Stamps & Daters
- \* Pressure Sensitive Labels
- \* Laser Engraved Signs
- \* Customer Information Cards
- \* Identity Items & More...



Ask Us About Items for: **Special Events, Open House, and Customer Appreciation.**

- \* Letter Openers
- \* Address Books
- \* Pens / Pencils
- \* Holiday Mints
- \* Crayons
- \* Activity Books
- \* Calendars
- \* Etc., Etc., Etc.

**Official Laser Engraved Name Badges:**  
 1 or 2 Lines \$6.00 ea.  
 W/Magnet Backing \$8.00 ea.  
**NOW JUST \$4.00 ea.**  
 add \$2.00 for Magnet

**We're Your Licensed Provider.**



**LISA REYNOLDS SALES ASSOCIATE**



**SUN STATE MARKING CORP.™**  
 12505 Starkey Road Suite # L  
 LARGO, FLORIDA 33773-2617  
**1-800-255-3313** FAX 1-727-545-1486  
 NEW TOLL FREE FAX: 1-800-810-1758  
 e-mail: sales@ssmco.com

**Tax ID # 59-2654663**



**To View These and Add'l Items Available...**

Visit our **NEW** website:

**www.ssmco.com**

or Call for a Current Brochure.  
**1-800-255-3313**

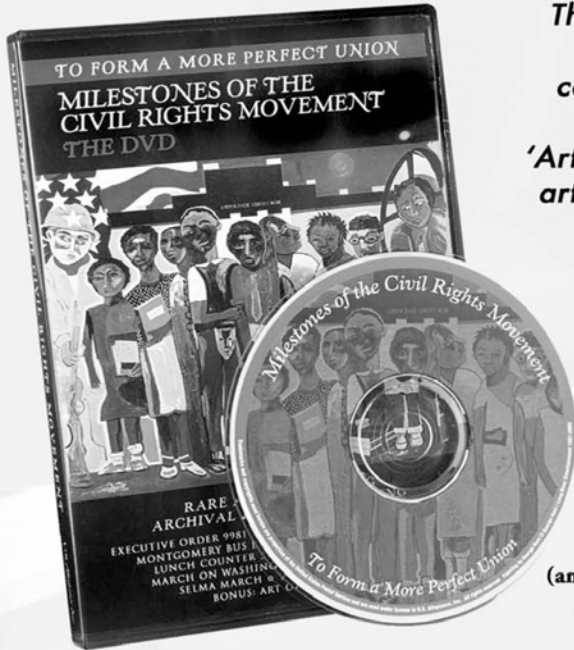
**Products featured in this promotion are for individual purchases or Postal Service promotional events. These items are *not* for resale in Postal Service retail stores.**

You can obtain licensed items for retail sale through the Official Licensed Retail Product (OLRP) program. All offices are eligible to participate in the program and may order products through the OLRP catalog on eBuy.

Promotion. Postal Service Official Licensed Products

THE REVIEWS ARE IN!

"Excellent..." "Highly Recommended..." "Compelling..."



The Civil Rights Movement comes to life in this highly acclaimed 38-minute compilation based on last year's stamp release. DVD includes bonus feature 'Art of the Stamps' showing the complete art from which the stamps were derived. \$19.99, with free lapel pin.

★"A compelling compilation of segments combining archival footage, photographs, and documents from the times, immersing viewers in "what it was like to have been there."

July - August 2006, Video Librarian

★"The DVD is excellent. It offers young students (and even older ones!) vivid and compelling testimony about crucial events in the Civil Rights Movement."

Henry Louis Gates, Jr.

W.F.B. Du Bois Professor of the Humanities

HARVARD UNIVERSITY

★"This DVD is a welcome and much needed tool for my generation to work with today's young people to convey to them the relevance of the movement and how we got to where we are today."

Myrlie Evers

★"The producers let the words of those involved tell the story, which is very effective...a good supplemental choice for middle level and secondary libraries."

July 2006, School Library Journal

★"Masterfully edited 3-5 minute segments... Highly recommended."

July - August 2006, Video Librarian

ORDER TODAY

AND RECEIVE A FREE

"MILESTONES" STAMP IMAGE

LAPEL PIN WITH EACH PURCHASE!

ONLY AT

WWW.USPS.COM/SHOP

U.S. Allegiance Inc. www.ipledge.com

Products featured in this promotion are for individual purchases or Postal Service promotional events. These items are not for resale in Postal Service retail stores.

You can obtain licensed items for retail sale through the Official Licensed Retail Product (OLRP) program. All offices are eligible to participate in the program and may order products through the OLRP catalog on eBuy.



Promotion. Postal Service Official Licensed Products

# USPS® Employee Special!

from **GIFTPRENEURS!**  
featuring Officially Licensed USPS Logo Products



**\$50**  
For ALL 8 items shown

Good through  
10-31-06



**TS200**  
100% Cotton  
Navy T-Shirt  
(Sizes S-4X)



**B-78**  
Navy Drawstring Bag

*Shoes  
not included.*



**WB67**  
22oz Durable  
Polycarbonate  
Sport Bottle



**VP1010**  
Blue Super  
Memo Jotter  
w/Calculator



**B-42**  
Ultimate Club Bag  
(Bottles not included)



**KC90**  
Chrome  
Keytag



**G79**  
Unisex Black  
Pique Polo Shirt  
(Sizes S-4X)



**IT-01**  
Blue "Twizzle"  
Ballpoint Pen

*(Pen fits in Memo Jotter)*

**100% Satisfaction Guaranteed!**

**USPS Licensed Product Special Includes:**

- Black 100% Ringspun Cotton Pique Polo Shirt
- Navy 100% Cotton Heavyweight T-Shirt
- Ultimate Club Bag with Dual Bottle Holder
- Blue Memo Jotter with Calculator
- 22oz Durable Polycarbonate Sport Bottle
- Navy Nylon Drawstring Bag
- Chrome Two-Tone Keytag
- Blue "Twizzle" Ballpoint Pen with Rubber Grip



UNITED STATES  
POSTAL SERVICE  
EST. 1775  
OFFICIAL LICENSED PRODUCT

Trademarks and copyrights used herein are properties of the United States Postal Service and are used under license to Giftpreneurs. All rights reserved.

**Order by Phone, Fax, Mail or E-Mail**

Phone: 1-800-500-5574  
 Fax: 1-714-542-1896  
 Email: [Giftpreneurs@earthlink.net](mailto:Giftpreneurs@earthlink.net)  
 Mail to: Giftpreneurs  
 640 So. Grand Ave. #106  
 Santa Ana, CA. 92705  
 (Call or Use Order Form Attached)  
 Ask for Employee Special #002

Visit our **NEW Website @ [www.giftpreneurs.com](http://www.giftpreneurs.com)** to download an order form and to view our entire catalog online! *Call 1-800-500-5574 to place an Order!*

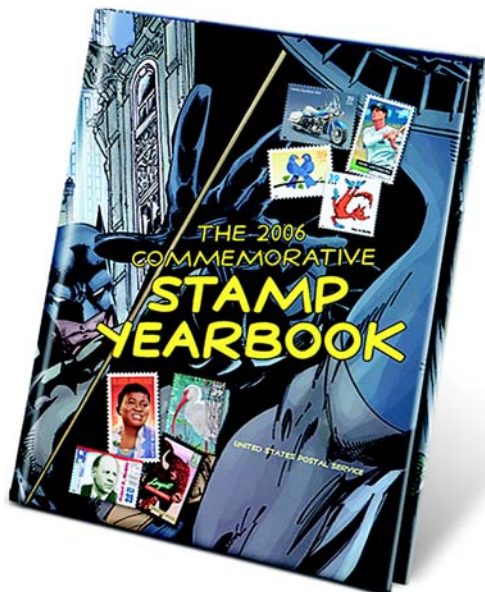
Products featured in this promotion are for individual purchases or Postal Service promotional events. These items are *not* for resale in Postal Service retail stores.

You can obtain licensed items for retail sale through the Official Licensed Retail Product (OLRP) program. All offices are eligible to participate in the program and may order products through the OLRP catalog on eBuy.

# Philately

## ANNOUNCEMENT

### 2006 Commemorative Stamp Yearbook



The *2006 Commemorative Stamp Yearbook*, Item 990600, soon will be available for sale as follows:

- At all Post Offices™.
- At postal retail stores.
- At philatelic centers.
- By mail.
- By telephone.
- By Internet order from Stamp Fulfillment Services.

To obtain an initial supply of the *2006 Commemorative Stamp Yearbook*, Post Offices must immediately order Item 990600 from their designated stamp distribution office (SDO) using a separate PS Form 17, *Stamp Requisition/Stamp Return*. SDOs must not distribute the 2006 yearbook to Post Offices before October 12, 2006.

All locations may place the *2006 Commemorative Stamp Yearbook* on sale October 18, 2006, or as soon thereafter as initial quantities are received.

The yearbook is a 64-page hardbound book that includes 99 commemorative stamps, with mounts, and sells for \$64.95. The 99 commemorative stamps have a combined postage value of \$45.68.

The beautifully illustrated book contains colorful pictures and text on the following stamps:

- *Hattie McDaniel.*
- *Judy Garland.*
- *Wonders of America.*
- *American Motorcycles.*
- *The Art of Disney: Romance.*
- *Quilts of Gee's Bend.*
- Sixteen other subjects celebrated on 2006 commemorative stamps.

The yearbooks and stamp packets are being shipped to SDOs separately, from different suppliers.

HarperCollins Publishers is now shipping the yearbooks to SDOs. Distributions began September 8 and will be completed September 29, 2006. Shipments are in master cartons of 15 books.

Minnesota Diversified Industries is now shipping the stamp packets to SDOs. Distributions are scheduled in two waves. Wave 1 distributions began September 25 and will be completed October 6, 2006. Wave 2 distributions will begin October 10 and will be completed October 31, 2006. All SDOs must verify receipt of the quantities of stamp packets, as recorded on their Advice of Shipment/Stamp Invoice, and those actually received. SDOs should also verify that they have received equal quantities of books and stamp packets.

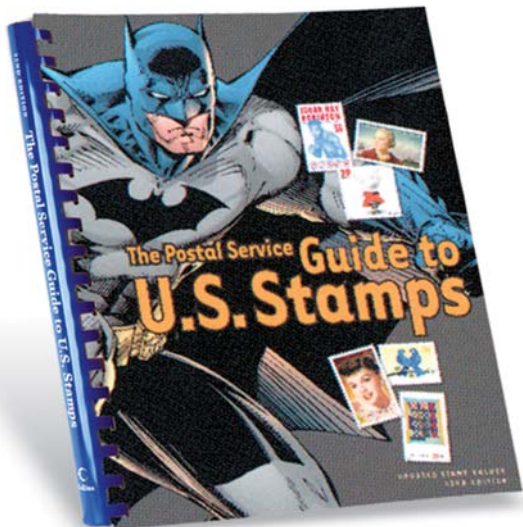
The stamp packets will be banded in bundles of 15 and shipped to SDOs in master cartons of 150 packets. Partial cartons will be used for shipments not in multiples of 150.

**Offices must report all sales of Item 990600, 2006 Commemorative Stamp Yearbook, in AIC 092, Philatelic Product Sales.**

For the seventh year, in partnership with HarperCollins Publishers, the yearbook and the 33rd edition of *The Postal Service Guide to U.S. Stamps* will be available in bookstores and other retail outlets where books are purchased.

— *Stamp Services,  
Government Relations, 9-28-06*

## ANNOUNCEMENT

**The Postal Service Guide to U.S. Stamps, 33rd Edition**

The new 33rd edition of *The Postal Service Guide to U.S. Stamps*, Item 890600, will be available soon for sale as follows:

- At all Post Offices™.
- At postal retail stores.
- At philatelic centers.
- By mail.
- By telephone.
- By Internet order from Stamp Fulfillment Services.

To obtain the initial supply for your Post Office, immediately order Item 890600 from your designated stamp distribution office (SDO) using a separate PS Form 17, *Stamp Requisition/Stamp Return*. All locations may place the new edition of the guide on sale as soon as initial quantities are received.

The 33rd edition of *The Postal Service Guide to U.S. Stamps* is priced at \$19.95.

HarperCollins Publishers is now shipping the guides to SDOs. Distributions began September 8 and will be complete September 29, 2006. Shipments are in master cartons of 10 guides.

Installations should report any discrepancies between the quantities shown on the Advice of Shipment and those actually received by using the procedure outlined in Handbook F-1, *Post Office Accounting Procedures*, Part 436, Handling Discrepancies in Stock Received, and Part 446, Handling Discrepancies in Stock Received.

Promotional copies of the guide *will not* be distributed. You can now display the guide in your Post Office by simply removing a copy from your inventory for promotional use. Follow the procedures outlined in Handbook F-1, Section 428.8, Obtaining Stock for Promotions or Presentations.

**Offices must report all sales of Item 890600, 33rd Edition, *The Postal Service Guide to U.S. Stamps*, in AIC 092, Philatelic Product Sales.**

For the seventh year, in partnership with HarperCollins Publishers, the guide and the *2006 Commemorative Stamp Yearbook* will be available in bookstores and other retail outlets where books are purchased.

**The Postal Service Guide to U.S. Stamps, 32nd Edition (Last Year's Edition)**

As the 33rd edition of *The Postal Service Guide to U.S. Stamps* becomes available, Post Offices must withhold all remaining copies of the 32nd edition (Item 890500) from sale and take the following actions:

- **Retail Outlets:** Collect any copies of the 32nd edition of the guide from stamp credits. Immediately return them to main stock using PS Form 17, *Stamp Requisition/Stamp Return*, September 2006 edition.
- **Post Offices:** Consolidate all remaining copies of the 32nd edition of the guide, if any, into the unit reserve stock. **Prepare all 32nd editions of the guide in accordance with procedures established for disposing of obsolete and redeemed stock, and submit according to local district quarterly stamp destruction or return schedules.**
- **Local Office Philatelic Programs:** Submit PS Form 17 to the local SDO or stamp services center (SSC) for the number of 32nd editions of the guide (Item 890500) needed for philatelic/promotional programs. You may give one or more copies to local schools, libraries, student groups, stamp clubs, and retirement homes.
- **Stamp Distribution Offices:** Stamp all copies of the guide used in promoting philatelic programs **"NOT FOR RESALE."** The SDO custodian of accountable paper must attest that each item is so stamped and prepare PS Form 17, endorsed **"PHILATELIC PRODUCTS GIVEN TO PHILATELIC PROGRAMS."** Program coordinators must acknowledge receipt of Item 890500 and be responsible for its control.

*Note:* The instructions for providing obsolete editions of the guide for philatelic and promotional purposes are an exception to general guidelines for destruction of accountable items, especially regarding obsolete (withdrawn from sale) items. In this instance, it is Postal Service™ policy not to destroy copies of the previous year's edition of the guide when they can be used for valid promotional and/or educational purposes.

### Disposition of Excess Guides

Dispose of all remaining copies of the 32nd edition of *The Postal Service Guide to U.S. Stamps* (Item 890500) in

accordance with Handbook F-1, Subchapter 45, Destroying Stamp Stock. Because disposition instructions are issued annually for past issues of the guide, **your office should have only the new 33rd edition in inventory after completing the above procedures.** If previous editions are on hand, dispose of them immediately, in accordance with Handbook F-1, Subchapter 45.

— Stamp Services,  
*Government Relations, 9-28-06*

---

### CORRECTION

### Christmas: Chacón Madonna and Child With Bird Stamp

In the article "Stamp Announcement 06-40: Christmas: Chacón Madonna and Child with Bird" in *Postal Bulletin* 22188 (8-31-06, pages 21–22), the technical details table incorrectly shows that the art director is Michael Osborne of

Berkeley, California. The art director is Phil Jordan of Falls Church, Virginia.

— Stamp Services,  
*Government Relations, 9-28-06*

---

### CORRECTION

### Official Mail Stamp

In the article "Stamp Announcement 06-43: Official Mail Stamp" in *Postal Bulletin* 22189 (9-14-06, pages 48–49), the technical details table did not list a microprint. There is a

microprint that is the following:  
2006OFICIALMAILUSAOFICIALMAILUSA.

— Stamp Services,  
*Government Relations, 9-28-06*



## Pictorial Postmarks Announcement

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

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

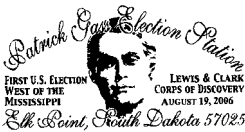
All requests must include a stamped envelope or postcard bearing at least the minimum First-Class Mail® postage. Items submitted for postmark may not include

postage issued after the date of the requested postmark. Such items will be returned unserved.

Customers wishing to obtain a postmark 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 POSTMARKS, 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 postmark, as long as they supply a larger envelope with adequate postage and their return address. After applying the pictorial postmark, the Postal Service returns the items (with or without addresses) under addressed protective cover.

The following postmarks have been extended for 30 days.



August 19, 2006  
 U.S. Postal Service  
 PATRICK GASS ELECTION STATION  
 POSTMASTER  
 PO BOX 9998  
 ELK POINT SD 57025-9998



August 10–20 2006  
 U.S. Postal Service  
 IOWA STATE FAIR STATION  
 PO BOX 9998  
 DES MOINES IA 50317-9998

The following postmark has been extended for 60 days.



July 29, 2006  
 U.S. Postal Service  
 HORSEFEST 2006 STATION  
 POSTMASTER  
 PO BOX 9998  
 TAYLOR ND 58656-9998




October 6–7, 2006  
 Wise County Sesquicentennial  
 WISE COUNTY SESQUICENTENNIAL STATION  
 POSTMASTER  
 PO BOX 9998  
 COEBURN VA 24230-9998

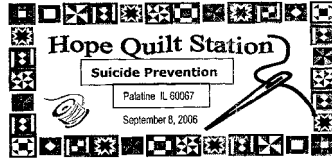
Wise County Sesquicentennial  
 WISE COUNTY SESQUICENTENNIAL STATION  
 POSTMASTER  
 PO BOX 9998  
 ST PAUL VA 24283-9998

Wise County Sesquicentennial  
 WISE COUNTY SESQUICENTENNIAL STATION  
 POSTMASTER  
 PO BOX 9998  
 NORTON VA 24273-9998

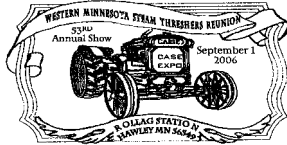
Wise County Sesquicentennial  
 WISE COUNTY SESQUICENTENNIAL STATION  
 POSTMASTER  
 PO BOX 9998  
 WISE VA 24293-9998

**Crewmember Reunion Station**  
**USS IOWA BB-61**  
  
**August 30, 2006**  
**Portland, OR 97208**

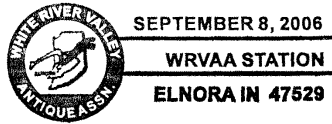
August 30, 2006  
*Universal Ships Cancellation*  
*Society Stephen Decatur*  
*Chapter Number 4 USCS*  
 USS IOWA BB61 CREW  
 MEMBER REUNION STATION  
 POSTMASTER PHILATELIC  
 SVCS  
 PO BOX 3480  
 PORTLAND OR 97208-3480



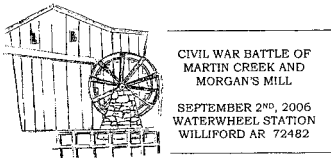
September 8, 2006  
*U.S. Postal Service*  
 HOPE QUILT STATION  
 POSTMASTER  
 440 W COLFAX ST  
 PALATINE IL 60067-9998



September 1-4, 2006  
*U.S. Postal Service*  
 ROLLAG STATION  
 POSTMASTER  
 206 MAIN AVE  
 COLFAX ND 58018-9998



September 8-10, 2006  
*U.S. Postal Service*  
 WRVA STATION  
 POSTMASTER  
 PO BOX 9998  
 ELNORA IN 47529-9998



September 2, 2006  
*U.S. Postal Service*  
 WATERWHEEL STATION  
 POSTMASTER  
 305 W MAIN ST  
 WILLIFROD AR 72482-9998



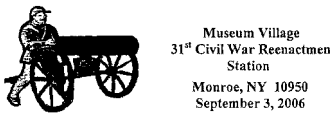
September 9, 2006  
*U.S. Postal Service*  
 A BEARY GROOVY KIND OF  
 POSTAL STATION  
 POSTMASTER  
 7117 W HARRY ST  
 WICHITA KS 67276-9998



September 3, 2006  
*Ecofest 2006*  
 ECOFEST STATION  
 SPECIAL EVENTS JAF BLDG  
 421 EIGHTH AVE RM 2029B  
 NEW YORK NY 10199-9998



September 9, 2006  
*Mindoro Lions Club*  
 SPANFERKEL STATION  
 POSTMASTER  
 PO BOX 9998  
 MINDORO WI 54644-9998



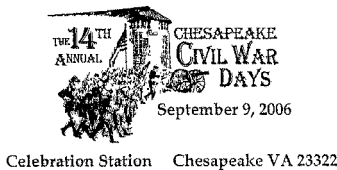
September 3, 2006  
*U.S. Postal Service*  
 MUSEUM VILLAGE 31ST CIVIL  
 WAR REENACTMENT  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 MONROE NY 10950-9998



September 9, 2006  
*Heritage Village*  
 USCHTALLUNG STATION  
 POSTMASTER  
 PO BOX 9998  
 MOUNTAIN LAKE MN  
 56159-9998



September 6-9, 2006  
*U.S. Postal Service*  
 30TH FREDERICKTOWN  
 TOMATO STATION  
 POSTMASTER  
 67 N PLEASANT ST  
 FREDERICKTOWN OH  
 43019-9998



September 9, 2006  
*U.S. Postal Service*  
 CELEBRATION STATION  
 CUSTOMER RELATIONS  
 COORDINATOR  
 2600 ELTHAM AVE STE 109  
 NORFOLK VA 23513-2501



September 8, 2006  
*Sunrise Side Heritage Bike Association*  
 SUNRISE SIDE HERITAGE  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 STANDISH MI 48658-9998



September 9, 2006  
*U.S. Navy*  
 USS TEXAS SSN775  
 COMMISSIONING STATION  
 POSTMASTER  
 PO BOX 9998  
 GALVESTON TX 77550-9998



September 9, 2006  
 U.S. Postal Service  
 CAR SHOW STATION  
 POSTMASTER  
 PO BOX 9998  
 RACINE OH 45771-9998

Samuel de Champlain Station



September 14, 2006  
 Quadricentennial Celebration  
 Committee  
 SAMUEL DE CHAMPLAIN  
 STATION  
 POSTMASTER  
 880 STATE RTE 11  
 CHAMPLAIN NY 12919-9998



September 9-10, 2006  
 Helvetia Fair Association  
 HELVETIA FAIR STATION  
 POSTMASTER  
 PO BOX 9998  
 HELVETIA WV 26224-9998



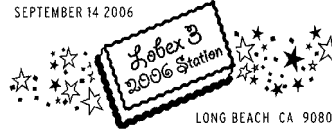
September 14, 2006  
 Randolph County Old Settlers  
 Committee  
 118TH ANNUAL RANDOLPH  
 OLD SETTLERS REUNION  
 STATION  
 POSTMASTER  
 121 S MAIN ST  
 HUNTSVILLE MO 65259-9998

CLAY COUNTY FAIR STA.



"WORLD'S GREATEST"  
 SPENCER, IA 51301

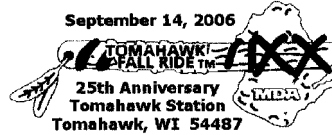
September 9-17, 2006  
 Clay County Fair  
 CLAY COUNTY FAIR STATION  
 POSTMASTER  
 11 E 18TH ST  
 SPENCER IA 51301-9998



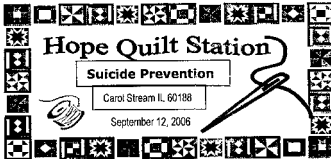
September 14-16, 2006  
 U.S. Postal Service  
 LOBEX 3 2006 STATION  
 POSTMASTER  
 PO BOX 140  
 LONG BEACH CA 90801-0140



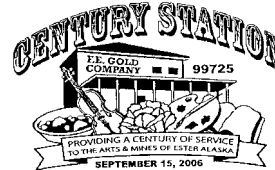
September 11, 2006  
 Abilene Christian University  
 CENTENNIAL STATION  
 POSTMASTER  
 341 PINE ST  
 ABILENE TX 79699-9998



September 14-17, 2006  
 U.S. Postal Service  
 TOMAHAWK STATION  
 POSTMASTER  
 311 W WISCONSIN AVE  
 TOMAHAWK WI 54487-9998



September 12, 2006  
 U.S. Postal Service  
 HOPE QUILT STATION  
 POSTMASTER  
 550 E FULLERTON AVE  
 CAROL STREAM IL  
 60188-9998



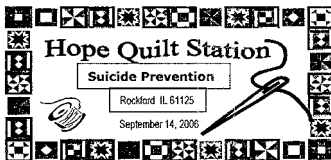
September 15, 2006  
 U.S. Postal Service  
 CENTURY STATION  
 POSTMASTER  
 PO BOX 9998  
 ESTER AK 99725-9998



September 12, 2006  
 U.S. Postal Service  
 BATTLE OF NORTH POINT  
 PARK PRESERVATION  
 STATION  
 MOWS PHILATELIC SVCS  
 900 E FAYETTE ST  
 BALTIMORE MD 21233-9715



September 15, 2006  
 2006 Southeastern Stamp Show  
 CAM 10 STATION  
 POSTMASTER  
 3900 CROWN RD RM 2400  
 ATLANTA GA 30304-9998



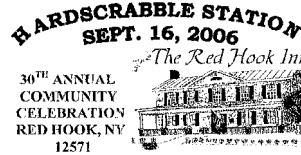
September 14, 2006  
 U.S. Postal Service  
 HOPE QUILT STATION  
 POSTMASTER  
 5225 HARRISON AVE  
 ROCKFORD IL 61125-9998



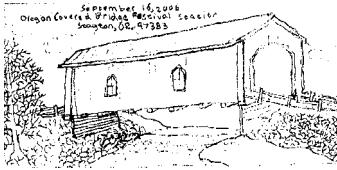
September 15-16, 2006  
 Murray County Antique Tractor  
 and Implement Association  
 MCATIA STATION  
 POSTMASTER  
 PO BOX 9998  
 SULPHUR OK 73086-9998



September 15-17, 2006  
Houston Philatelic Society  
GREATER HOUSTON STAMP  
SHOW STATION  
POSTMASTER  
1202 FIRST ST  
HUMBLE TX 77338-9998



September 16, 2006  
U.S. Postal Service  
HARDSCRABBLE STATION  
POSTMASTER  
PO BOX 9998  
RED HOOK NY 12571-9998



September 16, 2006  
Oregon Covered Bridge Festival  
Committee  
OREGON COVERED BRIDGE  
FESTIVAL STATION  
POSTMASTER PHILATELIC  
SVCS  
PO BOX 9998  
STAYTON OR 97383-9998



September 16, 2006  
Trail of Tears  
TRAIL OF TEARS  
POSTMASTER  
536 MAIN ST  
WATERLOO AL 35677-9998



September 16, 2006  
Legacy Harley Davidson  
Dealership  
2006 WIDE OPEN HOUSE  
STATION  
POSTMASTER  
210 N 3RD ST  
EFFINGHAM IL 62401-9998



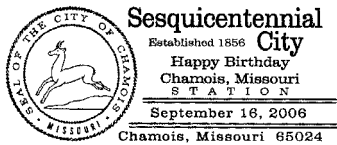
September 16, 2006  
Woodland Harvest Days  
Festival  
CENTENNIAL STATION  
POSTMASTER PHILATELIC  
SVCS  
PO BOX 9998  
WOODLAND WA 98674-9998



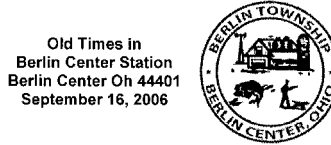
September 16, 2006  
Irish 2000 Music and Arts  
IRISH 2000 MUSIC AND ARTS  
FESTIVAL STATION  
POSTMASTER  
108 PARK ST  
ALTAMONT NY 12009-9998



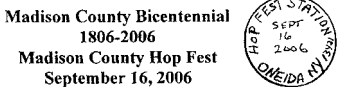
September 16, 2006  
Michigan Fireman Memorial  
Committee  
FESTIVAL STATION  
POSTMASTER  
PO BOX 9998  
ROSCOMMON MI 48653-9998



September 16, 2006  
United Bank of Chamois  
Committee  
HAPPY BIRTHDAY CHAMOIS  
MISSOURI STATION  
POSTMASTER  
102 N MAIN ST  
CHAMOIS MO 65024-9998



September 16, 2006  
City of Berlin Center  
BERLIN CENTER STATION  
POSTMASTER  
PO BOX 9998  
BERLIN CENTER OH  
44401-9998



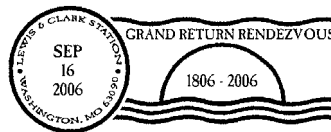
September 16, 2006  
Madison County Historical  
Society  
HOP FEST STATION  
POSTMASTER  
133 FARRIER AVE  
ONEIDA NY 13421-9998



September 16, 2006  
U.S. Postal Service  
PIONEER DAY STATION  
POSTMASTER  
121 N PIKES PEAK AVE  
FLORENCE CO 81226-9998



September 16, 2006  
Albion Chamber of Commerce  
FESTIVAL OF THE FORKS  
STATION  
POSTMASTER  
307 N SUPERIOR ST  
ALBION MI 49224-9998



September 16-17, 2006  
Lewis and Clark Bicentennial  
Committee  
LEWIS AND CLARK STATION  
POSTMASTER  
1777 WASHINGTON  
CROSSING  
WASHINGTON MO  
63090-9998





September 17, 2006  
 Brunswick Lewis and Clark  
 Commemoration Committee  
 LEWIS AND CLARK  
 BICENTENNIAL  
 COMMEMORATION STATION  
 POSTMASTER  
 101 W BROADWAY ST  
 BRUNSWICK MO 65236-9998



September 23, 2006  
 Lewis and Clark Bicentennial  
 Committee  
 LEWIS AND CLARK  
 CURRENTS OF CHANGE  
 STATION  
 POSTMASTER  
 1720 MARKET ST  
 ST LOUIS MO 63155-9998



September 19, 2006  
 U.S. Postal Service  
 ZIP MEETS DATE STATION  
 POSTMASTER  
 PO BOX 9998  
 CAMPO CA 91906-9998



September 23, 2006  
 U.S. Postal Service  
 NEW EARTH FESTIVAL  
 STATION  
 POSTMASTER  
 150 W MAIN ST  
 ATLANTA IN 46031-9998



September 20, 2006  
 DC DAR AND W3R USA  
 MARCHING TO VICTORY  
 YORKTOWN CAMPAIGN  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 WASHINGTON, DC  
 20066-9998



September 23, 2006  
 Albany Rural Cemetery  
 CIVIL WAR HERITAGE DAY  
 STATION  
 MOWS PHILATELIC SVCS  
 50001 COLONIE CENTER  
 MALL  
 ALBANY NY 12205-9998



September 20, 2006  
 U.S. Postal Service  
 40TH ANNIVERSARY STATION  
 POSTMASTER  
 435 PARK AVE  
 ASH FORK AZ 86320-9998



September 23, 2006  
 170 Anniversary Committee  
 170 YEAR ANNIVERSARY  
 STATION  
 POSTMASTER  
 150 CHESTNUT ST  
 NEW BLOOMFIELD MO  
 65063-9998



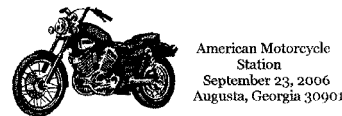
September 21, 2006  
 Lewis and Clark Discovery  
 Committee  
 LEWIS AND CLARK STATION  
 POSTMASTER  
 112 S 5TH ST  
 ST CHARLES MO 63301-9998



September 23, 2006  
 Mt. Pleasant Glass and Ethnic  
 Festival Committee  
 GLASS AND ETHNIC  
 FESTIVAL STATION  
 POSTMASTER  
 PO BOX 9998  
 MT PLEASANT PA 15666-9998



September 22, 2006  
 U.S. Postal Service  
 GRAND OPENING  
 CELEBRATION STATION  
 POSTMASTER  
 PO BOX 9998  
 WESTPHALIA MI 48894-9998



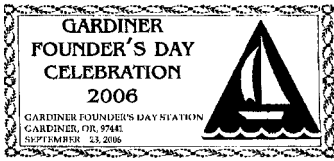
September 23, 2006  
 U.S. Postal Service  
 AMERICAN MOTORCYCLE  
 STATION  
 POSTMASTER  
 525 EIGHTH ST  
 AUGUSTA GA 30901-9998



September 22, 2006  
 U.S. Postal Service  
 5TH ANNUAL WHITETAIL  
 DEER FESTIVAL STATION  
 POSTMASTER  
 PO BOX 9998  
 RARDEN OH 45671-9998



September 23, 2006  
 Mt. Hood Cultural Center and  
 Museum  
 HERITAGE DAY STATION  
 POSTMASTER PHILATELIC  
 SVCS  
 PO BOX 9998  
 GOVERNMENT CAMP OR  
 97028-9998

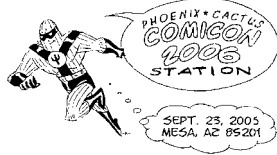


September 23, 2006  
 Gardiner Community Historical Group  
 GARDINER FOUNDER'S DAY STATION  
 POSTMASTER PHILATELIC SVCS  
 PO BOX 9998  
 GARDINER OR 97441-9998



Antique Glass & Bottle Show Station  
 September 24, 2006  
 Batsto, N.J. 08037

September 24, 2006  
 Batsto Citizen's Committee  
 ANTIQUE GLASS AND BOTTLE SHOW STATION  
 POSTMASTER  
 114 S 3RD ST  
 HAMMONTON NJ 08037-9998

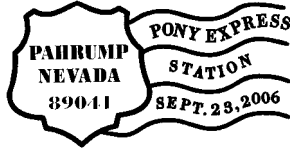


September 23, 2006  
 Phoenix Cactus Comicon 2006  
 PHOENIX CACTUS COMICON 2006 STATION  
 T6 RETAIL SVCS  
 135 N CENTER ST  
 MESA AZ 85201-6626

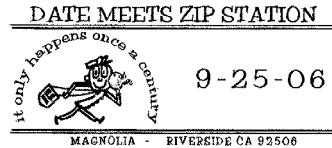


SEPTEMBER 24, 2006  
 25TH ANNUAL FALL RUN STATION  
 ADAMS, MA 01220

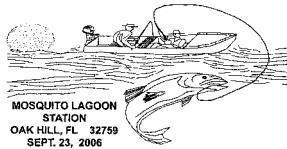
September 24, 2006  
 U.S. Postal Service  
 FALL RUN STATION  
 POSTMASTER  
 1 CENTER ST  
 ADAMS MA 01220-9998



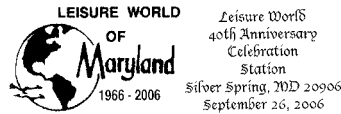
September 23, 2006  
 U.S. Postal Service  
 PONY EXPRESS STATION  
 POSTMASTER  
 PO BOX 9998  
 PAHRUMP NV 89048-9998



September 25, 2006  
 U.S. Postal Service  
 DATE MEETS ZIP STATION  
 POSTMASTER  
 PO BOX 9998  
 RIVERSIDE CA 92506-9998



September 23, 2006  
 U.S. Postal Service  
 MOSQUITO LAGOON STATION  
 POSTMASTER  
 129 E HALIFAX AVE  
 OAK HILL FL 32759-9998



Leisure World 40th Anniversary Celebration Station  
 Silver Spring, MD 20906  
 September 26, 2006

September 26, 2006  
 Leisure World of Maryland Corp.  
 LEISURE WORLD 40TH ANNIVERSARY CELEBRATION STATION  
 POSTMASTER  
 12010 PLUM ORCHARD DR  
 SILVER SPRING MD 20904-9998



September 23, 2006  
 U.S. Postal Service  
 MARIETTA STATION  
 POSTMASTER  
 5 CR 4060  
 MARIETTA MS 38856-9998

Decommissioning Station



USS AUSTIN LPD-4  
 Sept. 27, 2006  
 Norfolk, VA 23510

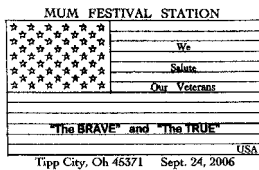
September 27, 2006  
 U.S. Postal Service  
 USS AUSTIN LPD4 DECOMMISSIONING STATION  
 CUSTOMER RELATIONS COORDINATOR  
 2600 ELTHAM AVE STE 109  
 NORFOLK VA 23513-2501



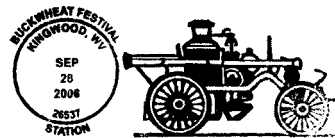
September 23-24, 2006  
 The Cumberland County Historical Society  
 35TH ANNUAL GREENWICH ARTISANS FAIRE AND MARKETPLACE STATION  
 POSTMASTER  
 1016 YE GREATER ST STE 1  
 GREENWICH NJ 08323-9998



September 27, 2006  
 U.S. Postal Service  
 FUEL CELL VEHICLE TEST STATION  
 POSTMASTER  
 15642 SAND CANYON AVE  
 IRVINE CA 92619-9998



September 23-24, 2006  
 Country Cruisers QWL/EI  
 TIPP CITY MUM FESTIVAL STATION  
 POSTMASTER  
 PO BOX 9998  
 TIPP CITY OH 45371-9998

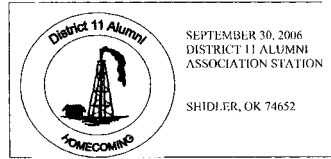


September 28-October 1, 2006  
 Kingwood Rotary  
 KINGWOOD BUCKWHEAT FESTIVAL STATION  
 POSTMASTER  
 PO BOX 9998  
 KINGWOOD WV 26537-9998



**BUTTERFLY GARDEN DEDICATION STATION**  
**NATIONAL GARDEN**  
 SEPTEMBER 29, 2006  
 WASHINGTON, D.C. 20066

September 29, 2006  
*National Garden Clubs, Inc.*  
**BUTTERFLY GARDEN DEDICATION STATION**  
 POSTMASTER  
 PO BOX 9998  
 WASHINGTON DC 20066-9998



SEPTEMBER 30, 2006  
 DISTRICT 11 ALUMNI ASSOCIATION STATION  
 SHIDLER, OK 74652

September 29-30, 2006  
*District 11 Alumni Association*  
**DISTRICT 11 ALUMNI ASSOCIATION STATION**  
 POSTMASTER  
 PO BOX 9998  
 SHIDLER OK 74652-9998



**Sept 29 · 2006**  
**Cascade Locks**  
**Oregon · 97014**

September 29, 2006  
*Festival of Nations*  
**FESTIVAL OF NATIONS STATION**  
 POSTMASTER PHILATELIC SVCS  
 461 NW WANAPA ST  
 CASCADE LOCKS OR 97014-9998



September 29, 2006  
 La Crosse, WI 54601

*Celebration September 29 - October 7 2006*

September 29-October 7, 2006  
*Oktoberfest La Crosse Festivals*  
**OKTOBERFEST STATION**  
 POSTMASTER  
 PO BOX 9998  
 LA CROSSE WI 54601-9998

Wise County Sesquicentennial Celebration Station  
 September 29, 2006  
 Rhome, TX 76078



September 29, 2006  
*U.S. Postal Service*  
**WISE COUNTY SESQUICENTENNIAL STATION**  
 POSTMASTER  
 500 S MAIN ST  
 RHOME TX 76078-9998



**EXPO 2006**  
**Lynbrook, NY**  
 11563

September 30, 2006

September 30, 2006  
*U.S. Postal Service*  
**POLICE EXPO 2006 STATION**  
 POSTMASTER  
 PO BOX 9998  
 LYNBROOK NY 11563-9998



September 29, 2006  
*Panna Maria Historical Society*  
**ANNIVERSARY STATION**  
 POSTMASTER  
 13870 N FM 81  
 PANNA MARIA TX 78144-9998



**4th Annual Crab & Craft Festival**



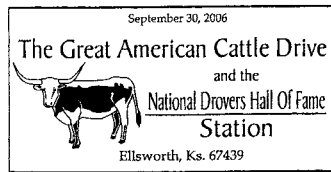
September 30, 2006  
*Ruritan National*  
**4TH ANNUAL CRAB AND CRAFT FESTIVAL LAC RURITAN STATION**  
 POSTMASTER  
 500 LOCUST ISLAND RD  
 HANCOCKS BRIDGE NJ 08038-9998



CELEBRATING 125 YEARS EST 1881  
 UNITED STATES POST OFFICE  
 HOLLAND KENTUCKY

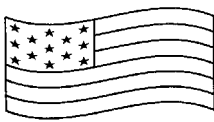


September 29, 2006  
*City of Scottsville*  
**HOLLAND STATION**  
 POSTMASTER  
 PO BOX 9998  
 HOLLAND KY 42153-9998



September 30, 2006  
**The Great American Cattle Drive**  
 and the  
**National Drivers Hall Of Fame Station**  
 Ellsworth, Ks. 67439

September 30, 2006  
*National Drivers Hall of Fame*  
**THE GREAT AMERICAN CATTLE DRIVE AND NATIONAL DRIVERS HALL OF FAME STATION**  
 POSTMASTER  
 PO BOX 9998  
 ELLSWORTH KS 67439-9998



**SPACE SHUTTLE DISCOVERY LAUNCHED • 1988**

September 29, 2006  
*U.S. Postal Service*  
**OLD GLORY STATION**  
 POSTMASTER  
 PO BOX 9998  
 CAPE CANAVERAL FL 32920-9998

MATHEWS MARITIME HERITAGE CELEBRATION STATION  
 September 30, 2006  
 Mathews, Virginia 23109



September 30, 2006  
*U.S. Postal Service*  
**MATHEWS MARITIME HERITAGE CELEBRATION STATION**  
 POSTMASTER  
 PO BOX 9998  
 MATHEWS VA 23109-9998



September 29, 2006 • Breast Cancer Research Station  
 Buckner, KY 40010

September 29-30, 2006  
*U.S. Postal Service*  
**BREAST CANCER RESEARCH STATION**  
 POSTMASTER  
 PO BOX 9998  
 BUCKNER KY 40010-9998



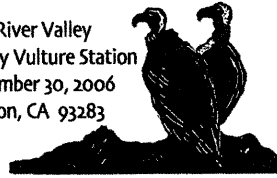
**1906-2006**  
**GREAT FALLS CENTENNIAL STATION**  
 September 30, 2006  
 Great Falls, SC 29055

September 30, 2006  
*U.S. Postal Service*  
**GREAT FALLS CENTENNIAL STATION**  
 POSTMASTER  
 PO BOX 9998  
 GREAT FALLS SC 29055-9998



September 30, 2006  
 Freeport Historical Society  
 CHEESEBROUGH STATION  
 POSTMASTER  
 162 DIVISION ST  
 FREEPORT MI 49325-9998

Kern River Valley  
 Turkey Vulture Station  
 September 30, 2006  
 Weldon, CA 93283



September 30, 2006  
 U.S. Postal Service  
 KERN RIVER VALLEY  
 TURKEY VULTURE STATION  
 POSTMASTER  
 PO BOX 9998  
 WELDON CA 93283-9998



September 30, 2006  
 U.S. Postal Service  
 ODON WINKELPLECK PUBLIC  
 LIBRARY STATION  
 POSTMASTER  
 111 E MAIN ST  
 ODON IN 47562-9998



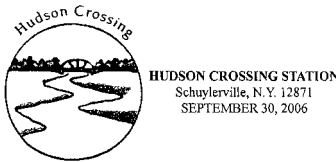
September 30, 2006  
 U.S. Postal Service and Susan  
 G. Komen Breast Cancer  
 Foundation  
 RACE FOR THE CURE  
 STATION  
 POSTMASTER  
 7117 W HARRY ST  
 WICHITA KS 67276-9998



September 30, 2006  
 La Plume Community  
 Committee  
 LA PLUME PA CELEBRATION  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 LA PLUME PA 18440-9998

celebrating the 300th anniversary of  
**Samuel de Champlain**  
 and his visit to North America  
 Start with Clifton Stamp Society  
 September 30 to October 1, 2006  
 Clifton, NJ 07011

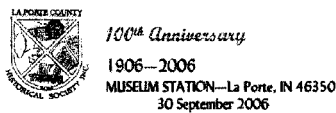
September 30–October 1, 2006  
 Clifton Stamp Society  
 STAMP SHOW STATION  
 POSTMASTER  
 1114 MAIN AVE  
 CLIFTON NJ 07015-9998



September 30, 2006  
 Hudson Crossing Board of  
 Directors  
 HUDSON CROSSING STATION  
 POSTMASTER  
 25 FERRY ST  
 SCHUYLERVILLE NY  
 12871-9998



September 30–November 19,  
 2006  
 Texas Renaissance  
 Plantersville, TX  
 TEXAS RENAISSANCE  
 STATION  
 POSTMASTER  
 40090 HEMPSTEAD HWY  
 WALLER TX 77484-9998

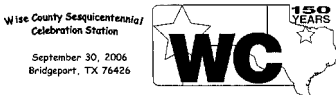


September 30, 2006  
 La Porte County Museum and  
 La Porte Customer Advisory  
 Council  
 MUSEUM STATION  
 POSTMASTER  
 1201 LINCOLN WAY  
 LA PORTE IN 46350-9998

October 1, 2006  
 1881-2006  
 125th Anniversary Station  
 Lindsborg, KS 67456



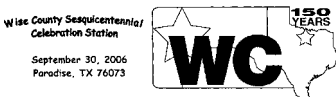
October 1, 2006  
 125th Anniversary Committee  
 125TH ANNIVERSARY  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 LINDSBORG KS 67456-9998



September 30, 2006  
 U.S. Postal Service  
 WISE COUNTY  
 SESQUICENTENNIAL  
 STATION  
 POSTMASTER  
 1305 HALSELL ST  
 BRIDGEPORT TX 76426-9998



October 1, 2006  
 U.S. Postal Service  
 GREENBELT TRAIL RIDE  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 STEAMBOAT ROCK IA  
 50672-9998



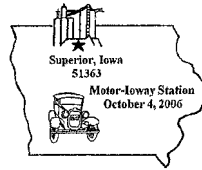
September 30, 2006  
 U.S. Postal Service  
 WISE COUNTY  
 SESQUICENTENNIAL  
 STATION  
 POSTMASTER  
 217 MAIN ST  
 PARADISE TX 76073-9998



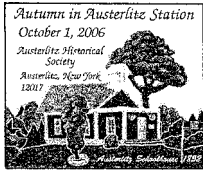
October 1, 2006  
 U.S. Postal Service  
 BICENTENNIAL STATION  
 POSTMASTER  
 PO BOX 9998  
 ROXBURY NY 12474-9998



October 1, 2006  
 Mohawk Pathways Girl Scout Council  
 RIVERWALK STATION  
 POSTMASTER  
 274 MAIN ST  
 FORT HUNTER NY  
 12069-9998



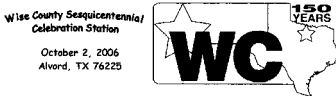
October 4, 2006  
 City of Superior  
 MOTOR IOWAY STATION  
 POSTMASTER  
 PO BOX 9998  
 SUPERIOR IA 51363-9998



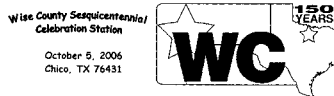
October 1, 2006  
 Austerlitz Historical Society  
 AUTUMN IN AUSTERLITZ STATION  
 POSTMASTER  
 6 EAST HILL RD  
 AUSTERLITZ NY 12017-9998



October 5, 2006  
 Rio Grande Sun  
 RG SUN STATION  
 POSTMASTER  
 702 BOND ST  
 ESPANOLA NM 87532-9998



October 2, 2006  
 U.S. Postal Service  
 WISE COUNTY SESQUICENTENNIAL CELEBRATION STATION  
 POSTMASTER  
 105 ONEIL ST  
 ALVORD TX 76225-9998



October 5, 2006  
 U.S. Postal Service  
 WISE COUNTY SESQUICENTENNIAL CELEBRATION STATION  
 POSTMASTER  
 100 S BUFFALO ST  
 CHICO TX 76431-9998



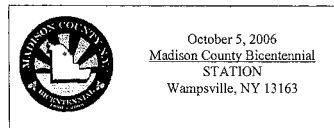
October 2, 2006  
 U.S. Postal Service  
 WISE COUNTY SESQUICENTENNIAL CELEBRATION STATION  
 POSTMASTER  
 112 COUNTY RD 2820  
 SLIDELL TX 76267-9998



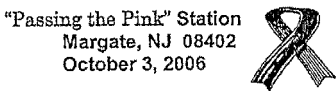
October 5, 2006  
 U.S. Postal Service  
 OKTOBERFEST STATION  
 POSTMASTER  
 100 W COMMERCE ST  
 LORETTA TN 38469-9998



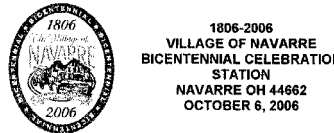
October 2, 2006  
 Town of Moorcroft Centennial Committee  
 CENTENNIAL STATION  
 POSTMASTER  
 120 N BIGHORN  
 MOORCROFT WY 82721-9998



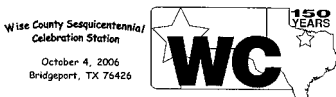
October 5, 2006  
 Madison County Public Information and Services Dept.  
 MADISON COUNTY BICENTENNIAL STATION  
 POSTMASTER  
 PO BOX 9998  
 WAMPVILLE NY 13163-9998



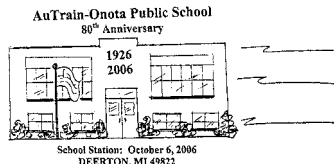
October 3, 2006  
 Gilda's Club  
 PASSING THE PINK STATION  
 POSTMASTER  
 8 S FRANKLIN AVE  
 MARGATE NJ 08402-9998



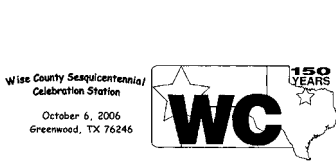
October 6, 2006  
 Village of Navarre Bicentennial Celebration  
 VILLAGE OF NAVARRE BICENTENNIAL CELEBRATION STATION  
 POSTMASTER  
 33 CANAL ST W  
 NAVARRE OH 44662-9998



October 4, 2006  
 U.S. Postal Service  
 WISE COUNTY SESQUICENTENNIAL CELEBRATION STATION  
 POSTMASTER  
 1305 HALSELL ST  
 BRIDGEPORT TX 76426-9998



October 6, 2006  
 U.S. Postal Service  
 SCHOOL STATION  
 POSTMASTER  
 PO BOX 9998  
 DEERTON MI 49822-9998



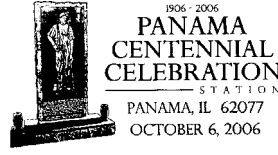
October 6, 2006  
 U.S. Postal Service  
 WISE COUNTY  
 SESQUICENTENNIAL  
 CELEBRATION STATION  
 POSTMASTER  
 100 MAIN ST  
 GREENWOOD TX 76246-9998



October 6-8, 2006  
 Fawn Grove Borough  
 FAWN GROVE 125TH  
 ANNIVERSARY STATION  
 POSTMASTER  
 PO BOX 9998  
 FAWN GROVE PA 17321-9998



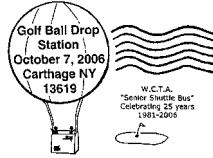
October 6, 2006  
 U.S. Postal Service  
 HOLIDAY SNOWFLAKES  
 STATION  
 POSTMASTER  
 205 E MAIN ST  
 MARION IL 62959-9998



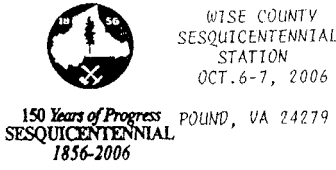
October 6-8, 2006  
 Panama Centennial Committee  
 PANAMA CENTENNIAL  
 CELEBRATION STATION  
 POSTMASTER  
 106 NORTH AVE  
 PANAMA IL 62077-9998



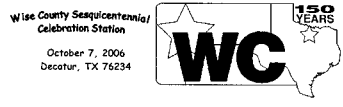
October 6-7, 2006  
 Kentucky Apple Festival  
 KENTUCKY APPLE FESTIVAL  
 OF JOHNSON COUNTY  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 PAINTSVILLE KY 41240-9998



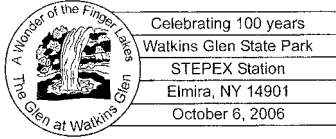
October 7, 2006  
 WILNA Champion  
 Transportation Association  
 GOLF BALL DROP STATION  
 POSTMASTER  
 521 STATE ST  
 CARTHAGE NY 13619-9998



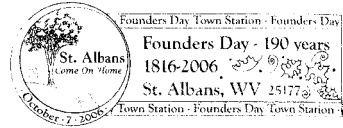
October 6-7, 2006  
 Wise County  
 WISE COUNTY  
 SESQUICENTENNIAL  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 POUND VA 24279-9998



October 7, 2006  
 U.S. Postal Service  
 WISE COUNTY  
 SESQUICENTENNIAL  
 CELEBRATION STATION  
 POSTMASTER  
 206 E WALNUT ST  
 DECATUR TX 76234-9998



October 6-7, 2006  
 Elmira Stamp Club  
 STEPEX STATION  
 POSTMASTER  
 PO BOX 9998  
 ELMIRA NY 14901-9998



October 7, 2006  
 St. Albans Renaissance Group  
 FOUNDERS DAY TOWN  
 STATION  
 POSTMASTER  
 431 B ST  
 ST ALBANS WV 25177-9998



October 6-7, 2006  
 The Town of Mabscott  
 Centennial Committee  
 MABSCOTT WV CENTENNIAL  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 MABSCOTT WV 25871-9998



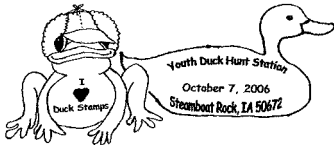
October 7, 2006  
 U.S. Postal Service  
 MCGOVERN LIBRARY  
 DEDICATION STATION  
 POSTMASTER  
 200 W 5TH AVE  
 MITCHELL SD 57301-9998



October 6-7, 2006  
 The Horse Backstreet Choppers  
 Magazine  
 SMOKE OUT WEST STATION  
 POSTMASTER  
 PO BOX 9998  
 COTTONWOOD AZ  
 86326-9998



October 7, 2006  
 U.S. Postal Service  
 ANNIVERSARY STATION  
 POSTMASTER  
 PO BOX 9998  
 HOMER OH 43027-9998



October 7, 2006  
 U.S. Postal Service  
 YOUTH DUCK HUNT STATION  
 POSTMASTER  
 PO BOX 9998  
 STEAMBOAT ROCK IA  
 50672-9998



October 7-8, 2006  
 Salisbury CC  
 SALISBURY CC MSNA COIN  
 SHOW STATION  
 POSTMASTER  
 7101 COASTAL HWY  
 OCEAN CITY MD 21842-9998

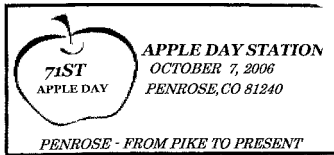


October 7, 2006  
 U.S. Postal Service  
 PRIDE OF ASSARIA STATION  
 POSTMASTER  
 PO BOX 9998  
 ASSARIA KS 67416-9998



STUCK ON STAMPS STA  
 OCT 7 2006  
 HERBERT MI 49115

October 7-8, 2006  
 SW Michigan Stamp Club  
 STUCK ON STAMPS STATION  
 POSTMASTER  
 PO BOX 9998  
 OSHTEMO MI 49077-9998



October 7, 2006  
 Penrose Chamber of Commerce  
 APPLE DAY STATION  
 POSTMASTER  
 PO BOX 9998  
 PENROSE CO 81240-9998



October 7-8, 2006  
 Wyoming Philatelic Exposition  
 WYPEX 06 STATION  
 POSTMASTER  
 4800 CONVERSE AVE  
 CHEYENNE WY 82009-9998



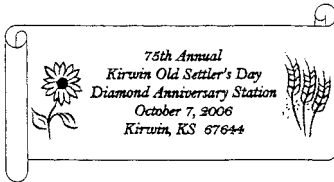
Will County  
 Stamp Show Station  
 OCT 7, 2006  
 Joliet, IL 60436  
 OCTOBER IS  
 STAMP COLLECTING  
 Month

October 7, 2006  
 Philatelic Club of Will County  
 WILL COUNTY STAMP SHOW  
 STATION  
 POSTMASTER  
 2000 W MCDONOUGH ST  
 JOLIET IL 60436-9998



Millbrook  
 Days  
 October 8, 2006  
 Delaware Water Gap  
 National Recreation Area

October 7-8, 2006  
 Delaware Water Gap National  
 Recreation Area and Millbrook  
 Village Society  
 MILLBROOK VILLAGE  
 STATION  
 POSTMASTER  
 39 MAIN ST  
 BLAIRSTOWN NJ 07825-9998



October 7, 2006  
 Kirwin Old Settler's Day  
 Committee  
 DIAMOND ANNIVERSARY  
 STATION  
 POSTMASTER  
 PO BOX 9998  
 KIRWIN KS 67644-9998



October 7-8, 2006  
 The Lafayette Apple Festival  
 Board of Directors  
 LAFAYETTE APPLE FESTIVAL  
 STATION  
 POSTMASTER  
 2507 US ROUTE 11  
 LAFAYETTE NY 13084-9998

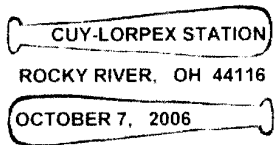


October 7, 2006  
 Ripley Fire Dept.  
 RIPLEY HOSE STATION  
 POSTMASTER  
 7 W MAIN ST  
 RIPLEY NY 14775-9998



Free Mason Station  
 142<sup>ND</sup> Annual Communication  
 October 9, 2006  
 Wheeling, WV 26003

October 9-10, 2006  
 Free Mason Lodge  
 FREE MASON STATION  
 POSTMASTER  
 PO BOX 9998  
 WHEELING WV 26003-9998

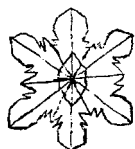


October 7-8, 2006  
 U.S. Postal Service  
 CUY LORPEX STATION  
 POSTMASTER  
 275 E MAIN ST  
 ANDOVER OH 44003-9998

"Passing the Pink" Station  
 Brigantine, NJ 08203  
 October 10, 2006



October 10, 2006  
 Gilda's Club  
 PASSING THE PINK STATION  
 POSTMASTER  
 4326 HARBOUR BEACH BLVD  
 BRIGANTINE NJ 08203-9998



Stellar Snowflake Station  
October 11, 2006  
White Castle LA 70788

October 11, 2006

U.S. Postal Service  
STELLAR SNOWFLAKE  
STATION  
POSTMASTER  
32495 LEONA AVE  
WHITE CASTLE LA  
70788-9998

— Stamp Services,  
Government Relations, 9-28-06

## 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

— Mailing Standards, Pricing and Classification, 9-28-06



## Post Offices

### Post Office Change

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	18-1188	52727	IA	Bryant	Clinton	Main Office	Post Office	08/26/2003	Post Office™ discontinued. Retain ZIP Code™. Establish a place name. Continue to use Bryant IA 52727 as last line of address.
New	18-3546	52727	IA	Goose Lake	Clinton	Bryant	Place Name	07/29/2006	

— Address Management, Intelligent Mail and Address Quality, 9-28-06

### DIALOGUE DIRECT MAIL CAMPAIGN

#### October Cathy and Dilbert Postcard

The Dialogue Direct Mail Campaign resumes in October with more important messages and laughs. Residential customers will receive a Cathy postcard letting them know there's more to the Post Office™ than mailing letters or packages. They are reminded that everyday conveniences such as passport application and photo processing services (at select locations), shipping supplies, and money orders also are available.

Business customers will receive a Dilbert postcard letting them know that we'll make the trip to the Post Office so they don't have to. With free package pickup, the Post Office comes to them.

Postcards will arrive at Post Offices starting September 28, 2006, and should be delivered the week of October 2, 2006. Beginning with this mailing, the postcards will be printed on a thicker paper stock and will be slightly larger in size, which should help correct processing problems experienced in previous mailings.

— Advertising and Promotion,  
Chief Marketing Officer, 9-28-06

## Retail

---

### REMINDER

### Stamps by Mail — Brochure Ordering Information

The next deadline date for ordering Stamps at Your Door™ (Stamps by Mail®, Stamps Delivered to Your Door) brochures is **October 2, 2006**. This print run will be for the holiday brochure design.

To order brochures, submit PS Form 3227-O, *Stamps At Your Door Supply Order* (August 2005), to Cyril-Scott Company:

CYRIL SCOTT COMPANY  
PO BOX 627  
LANCASTER OH 43130-0627  
Telephone: 800-466-0455  
Fax: 740-689-0210

You can find this form at <http://blue.usps.gov>; click on *Forms*, then select the form by number. A copy of this form appears on page 93 in this *Postal Bulletin*.

The cost per unit of 500 is \$11.00. This cost includes overprinting the address of the fulfillment office placing the order. You may pay for orders with local IMPAC credit cards, checks, or money orders. However, Cyril-Scott Company cannot process the order until it receives payment. Local eBay procedures may also apply (refer to local procurement procedures).

Postal Service™ Headquarters has funded a national procurement for this print run for 4 million brochures for the Stamps By Mail centralized computer processing sites. The distribution amount for each site is available by referencing

column J (4MM) of the centralized site address spreadsheet. These quantities are based on revenue generated by site. No local order placement is required to receive brochures from this distribution. However, centralized sites may order **additional** quantities from the Cyril-Scott Company from local funds by following the ordering instructions contained within this article. If you order additional quantities from local funds, please inform Cyril Scott when ordering that the order is a centralized site supplemental order.

All other local Post Offices™ should follow the ordering instructions contained within this article and utilize local funds.

Cyril-Scott Company will deliver orders within 35 calendar days after printing. Printing begins 1 week after the deadline date, and actual receipt of the order will depend on the ultimate destination and the corresponding delivery service standard. You should save copies of all orders placed at your local Post Office until the order has been received. Please ensure procedures are in effect locally for proper verification of receipt.

We will publish the print run schedule for Fiscal Year 2007 in a subsequent *Postal Bulletin*.

— Retail Marketing,  
Customer Service, 9-28-06

### Stamps At Your Door Supply Order

(Stamps by Mail® — Stamps Delivered to Your Door)

Required Entry ▶ Order No. (mm-dd-yy-ZIP+ 4®) Example: 12-18-05-22209-6057

**You MUST complete ALL fields on this form**

To: STAMPS AT YOUR DOOR CYRIL-SCOTT CO PO BOX 627 LANCASTER OH 43130-0627		Office Name	District	Area
Telephone No. 800-466-0455		Contact Name		
Fax No. 740-689-0210		Contact Telephone No. (Include area code)		
		Contact Fax No. (Include area code)		
		Contact E-mail Address		

Quantity			
Item	Specify No. of Packs (500 forms per pack)	Unit Cost	Total
Form 3227 (Year-Round Version)	_____	@ \$11.00 ea. per pkg. =	
Form 3227 (Holiday), limited offering — Check Postal Bulletin schedule for availability.	_____	@ \$11.00 ea. per pkg. =	
<b>Total</b>			<b>\$</b>

**Ship to (Cannot ship to Post Office™ boxes):**  
(No., street, apt./ste., city, state, ZIP + 4)

\_\_\_\_\_

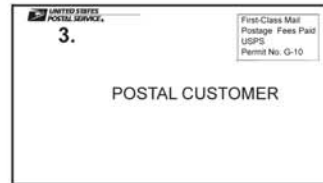
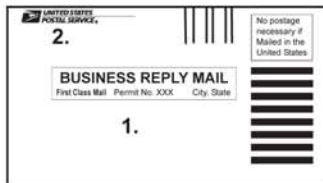
\_\_\_\_\_

\_\_\_\_\_

Contact Name \_\_\_\_\_

Contact Telephone No. (Include area code) \_\_\_\_\_

**Imprint Information**  
(Type or print clearly. Printer is not responsible for errors due to illegible or unclear copy.)



**1. Imprint Address (Where order is sent for fulfillment - MUST include ZIP + 4)**    **2 & 3. Return Address (MUST include ZIP + 4)**

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Payment Information:** Orders will be shipped within 35 calendar days following print runs (see Postal Bulletin schedule.)  
Actual delivery times will vary based upon the destination.

VISA/IMPAC Card No.: \_\_\_\_\_       Check (Include with order)

Exp. Date: \_\_\_\_\_       USPS Money Order (Include with order)

Requestor Signature \_\_\_\_\_      Manager/Supervisor Signature \_\_\_\_\_

Funding/Credit Card Official Signature \_\_\_\_\_      Date Signed \_\_\_\_\_

If shipment is over 20,000 forms (40 packs), enter finance no. to be charged for transportation costs (see Postal Bulletin estimations): \_\_\_\_\_

## Supply Management

### NOTICE

### 2007 Year Type for Hand Stamps and Canceling Machines

The Material Distribution Center (MDC) will automatically deliver the 2007 year type for hand stamps and canceling machines to all Postal Service™ facilities that received 2006 year types for hand stamps and canceling machines. On October 10, 2006, the MDC will notify each Postal Service facility that received 2006 year types by sending out a postcard.

If your facility needs a different quantity or a different 2007 year type, you can make changes on the preaddressed postcard and drop it in the mail.

*Note:* If no changes are needed, do not mail the postcard. You will be sent the same quantities as last year.

If your facility has not received the MDC notification postcard by November 1, 2006, and will need 2007 year type, you must contact Customer Service at 800-332-0317 no later than November 8, 2006. Please be ready to give the customer service representative the PSIN for the item needed, the quantity you need, and the FEDSTRIP number for the ordering facility.

The MDC will ship the 2007 year type no later than December 15, 2006. Allow 6 to 8 days for delivery. If you have not received your 2007 year type by December 22, 2006, contact Customer Service at 800-332-0317. Any orders submitted for year type before October 16, 2006, will be processed for the 2006 year type. After this date, the 2006 year type will not be available and orders will be cancelled unless you call Customer Service at 800-332-0317 and request the 2006 year type. No orders for 2007 year type will be accepted until after the annual distribution of the 2007 year type has been made.

You can determine the proper year type for canceling machines by checking the model number on the machine nameplate. Use SPEC, Supplies Parts and Equipment Catalog (formally Publication 112) and Publication 247, *Supply and Equipment Catalog*, exhibit 15, as a guide for ordering the correct type and for complete descriptions.

PSIN	Model Description	Order Number
O76E	Models D, K, and G new style canceling machines using 77, 225, and 218-A die hubs	7520-01-363-9283
O103HD2	Models HD-2 canceling machines	7490-00-920-9277
O217E	Model G canceling machines using 218 die hubs	7520-01-363-9279
O691G	Model Flier and M machines using 1207-G die hubs	7520-01-363-9280
O702A	Steel post marked, hammer type	7520-01-363-9281
O718A	Steel post marker, rotary type	7520-01-363-9282
O642	Rubber; Nos. 550, 570, and 552	7520-01-000-9100
O744	Steel; No. 700 without flange	7520-01-364-1911
O747	Steel; No. 700 with flange	7520-01-364-3887

If your facility is a plant maintenance facility that received the 2006 year type, you will automatically receive the 2007 year type for Mark II Facer-Cancellers, 7490-04-000-2007. This year type is also used on the MRC small canceling machine (models 3601 and 3602). Only plant maintenance facilities may order this year type. All Advanced Facer Cancellor System (AFCS) machines have been upgraded with the "Ink Jet Cancellation" and no longer require year type. Return the postcard and reduce the quantity ordered accordingly. Plant maintenance facilities are responsible for supplying this year type to all offices they service.

— *National Supply Management Programs,  
Supply Management, 9-28-06*

## NOTICE

**Hazardous and Regulated Waste Contract Update**

You must use eBuy when ordering services from the mandatory contract with Safety-Kleen Systems, Inc. Create an on-catalog requisition in eBuy prior to the performance of the service, but positively not later than the close of business the next business day following the date of service. Recurring scheduled services (e.g., parts washer services, paint gun cleaning services) may be paid for in advance by pre-funding the service cost for multiple services during a definite period of time (e.g., 1 year) by creating one order to cover the cost for the entire period, see MLB-CO-06-003, page 3, #2, *Extended Coverage Method*, for further details.

Phoning, faxing, or mailing orders does not assure the proper approvals will be obtained, and should be used only in the event a facility does not have access to the Postal Service™ Intranet and eBuy. You are reminded to obtain

the necessary approvals, as per local procedures, prior to placing orders in this fashion. When creating orders in eBuy, management and funding approvals are automated; eBuy automatically generates an approval request to the first approver in your approval chain, and any required additional approvals are sent to each subsequent approver in the order established.

If you have any questions regarding these procedures, please contact Lynne Hale at 214-819-7121, [lynne.w.hale@usps.gov](mailto:lynne.w.hale@usps.gov), or John Shafer, contracting officer, at 214-819-7120, [john.w.shafer@usps.gov](mailto:john.w.shafer@usps.gov).

— *Environmental & MRO Category Management Center, Supply Management, 9-28-06*

## REMINDER

**Moving Out of a Facility? Disconnect the Utilities!**

When moving out of a facility (whether leased or owned), it is the facility manager's responsibility to notify the local utility service providers (e.g., telephone, electricity, natural gas, and steam or water) of the date that the Postal Service™ will no longer be responsible for the utilities for that particular facility. In the past few months, the Utilities Category Management Team discovered several locations where this did not happen and as a result the Postal Service was still paying for the utility service even though we were no longer occupying the building. We were able to recover our money but not without some effort. So please

remember to inform all utility service providers before moving out. Budgets are tight all around and this is a need-less expense that can be easily avoided.

If you have any questions about disconnecting utilities, please call or send an e-mail message to Judy Viola with the Utilities Category Management Team, and she will assist you. You can reach Judy at 860-285-7285 or [judith.viola@usps.gov](mailto:judith.viola@usps.gov).

— *Office Products and Utilities Category Management Center, Supply Management, 9-28-06*



475 L'ENFANT PLAZA SW  
WASHINGTON DC 20260-5540

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

**We'll make sure your mail  
follows you just as faithfully.**

Now get *all* your mail at your temporary residence.



©2006 United States Postal Service. Eagle symbol and logotype are registered trademarks of the United States Postal Service.

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