

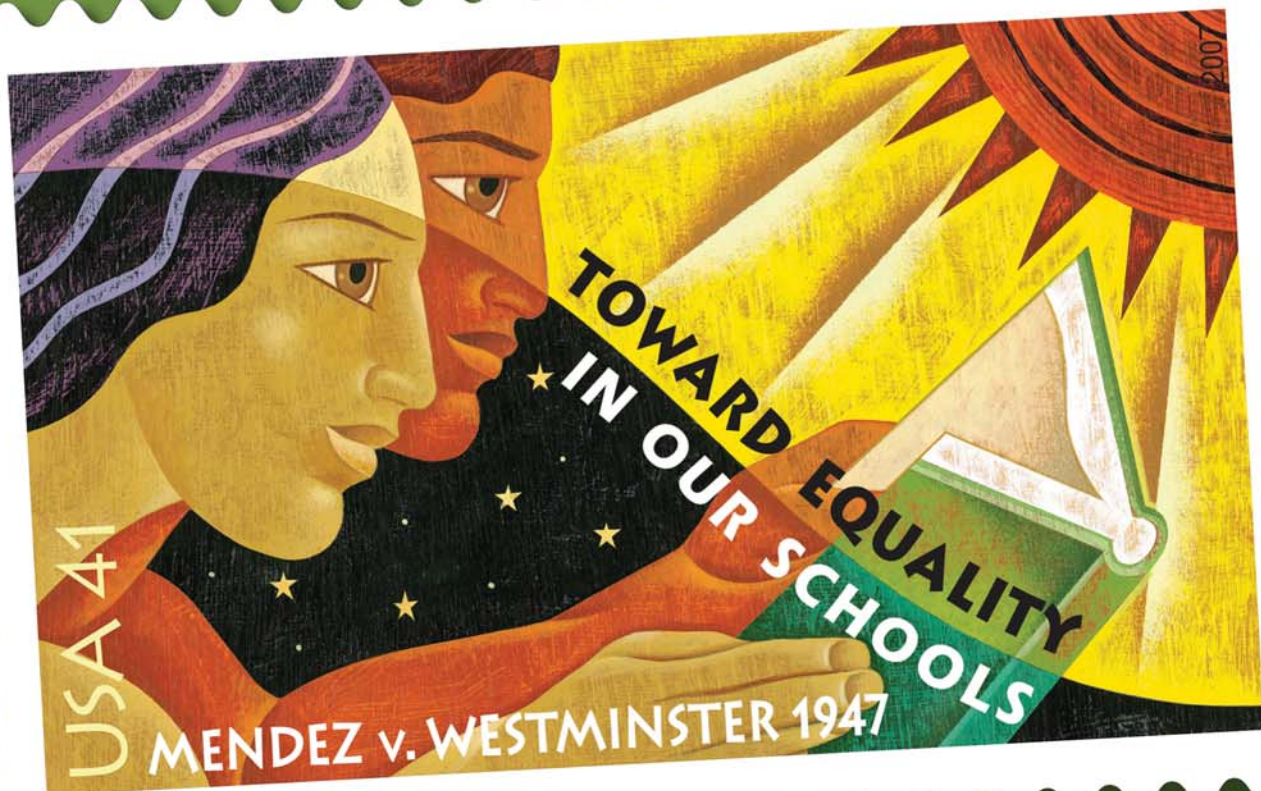
POSTAL BULLETIN

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PB 22215, September 13, 2007

USPS CELEBRATES National Hispanic Heritage Month

Sept. 15 – Oct. 15



Great place to work – Great place to do business



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- For customers at www.usps.com/cpim/ftp/bulletin/pb.htm
- For employees at <http://blue.usps.gov>

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The Postal Service Guide to U.S. Stamps, see page [70](#)

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

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PB 22211: 7690-09-000-9362	PB 22203A: 7690-09-000-9947	PB 22196: 7690-08-000-4077	PB 22188: 7690-08-000-4069
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PB 22209: 7690-09-000-9360	PB 22202: 7690-09-000-9353	PB 22194: 7690-08-000-4075	PB 22186: 7690-08-000-4067
PB 22208: 7690-09-000-9359	PB 22201: 7690-09-000-9352	PB 22193: 7690-08-000-4074	PB 22185: 7690-08-000-4066

USPSNEWS@WORK

Mendez v. Westminster stamp

In 1945, a group of Hispanic parents in California filed suit to end segregation in their schools. The groundbreaking case, *Mendez et al. v. Westminster School District et al.*, was decided in 1947 when the 9th Circuit Court of Appeals in San Francisco ruled that the school districts could not segregate on the basis of national origin.



The Mendez decision set an important, if indirect, legal precedent for cases in other states and at the national level. In 1954, the U.S. Supreme Court issued its ruling in *Brown v. Board of Education*, declaring segregation illegal nationwide, based in part on a brief used in *Mendez et al. v. Westminster School District et al.* The brief was co-authored by Thurgood Marshall, whose son, Thurgood Marshall, Jr., is a member of the Postal Service Board of Governors and is the stamp's dedicating official.

The Postal Service recognizes the 60th anniversary of this important case by issuing the *Mendez v. Westminster* stamp Sept. 14 nationwide.

Missing child recovered

Felix Quintero of St. Lucia, FL, is the first missing child to be recovered since the new 4-color ADVO ShopWise ad for missing children went into circulation earlier this year.



Felix had been missing since he was two months old. He was recovered safely in Brooklyn, NY, after the National Center for Missing & Exploited Children (NCMEC) received an anonymous tip. The one-year-old child was found with his non-custodial mother.

In May of this year, USPS, NCMEC and ADVO began featuring larger, color photos of America's missing children on page four of ShopWise mail circular. Until then, smaller, black and white photos had been placed on a detached address label. Felix Quintero is the 145th child to be safely recovered as a direct result of the program and the very first since the reformatted ad campaign on the ShopWise back page began.

Presidential honors

Hundreds witnessed the recent dedications of the *Gerald R. Ford* commemorative stamp at ceremonies at the Palm Desert, CA, McCallum Theatre and Grand Rapids, MI, Gerald R. Ford Presidential Museum.



First lady Betty Ford at the *Gerald R. Ford* commemorative stamp unveiling.

"President Ford would be so grateful for the magnificent honor that the Postal Service has created in tribute to his decades of service to the American people," said Betty Ford, the former first lady. "The stamp wonderfully portrays his strength, warmth and compassion. My family and I are filled with pride and gratitude for this remarkable tribute to our beloved husband, father and grandfather."

Mrs. Ford was joined at the McCallum Theatre ceremony by her children Jack Ford, Susan Ford Bales and by Postmaster General Jack Potter.

Sharing the load

Two postal employees from Brooklyn's Dyker Heights station have been recognized for their work to create a fund that helps pay the postage for local families sending packages to relatives serving in the armed forces overseas.

The New York State Senate recognized Station Supervisor Angelo Arena and Sales Associate Lucille Lovisi, voting to give them its annual Civil Service Award.

In 2003, Arena and Lovisi paid the postage for packages that members of a Brooklyn family were sending to their son, Edward Chin — the marine who draped the U.S. flag over the statue of Saddam Hussein. Their act of generosity created a popular and enduring program. Today, the Dyker Heights Military Postage Fund has disbursed more than \$40,000 to help local families pay the cost of postage for packages dispatched to troops serving outside the United States.

Acton on a goal

Eighteen months ago, employees of the Acton, MA, Post Office set a goal to become a nationally recognized worksite for employee safety.

Their goal recently became reality. The facility earned the Occupational Safety and Health Administration's (OSHA's) Voluntary Protection Programs Star status — OSHA's highest honor.

The Acton Post Office is the fourth postal facility in the Massachusetts District to earn the prestigious award, joining the Westborough Northern Hub and Spoke Program, Springfield Logistics and Distribution Center and Tewksbury Post Office.

Keeping your cool saves fuel

Aggressive driving, such as rapid acceleration and excessive braking, does more than increase the risk for accidents — it also harms the environment. Driving aggressively burns fuel excessively, lowering gas mileage by as much as 33 percent at highway speeds and 5 percent in the city.

So drive sensibly. It saves lives and fuel.

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

International Products Field Information Kit

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In May 2007, the Postal Service™ redesigned its international mail products, making them more clear-cut and easy to use. The new product line consists of four streamlined services that align with Postal Service domestic offerings to make it easier for customers to weigh their options when selecting an international service.

This information kit is designed to reinforce employee understanding and awareness of the features of the Postal Service international product line. The kit contains the following materials:

- Briefing Article.
- International Product Fact Sheets.
- Talking Points.
- Frequently Asked Questions.
- Standup Talk for Employees.

Introduction

Effective May 14, 2007, the Postal Service implemented a major redesign of its international products. The redesign aligned the international products with the domestic counterparts for ease of use and added value to customers.

Product	Features
Global Express Guaranteed (GXG)	<ul style="list-style-type: none"> ■ The Postal Service's premium service. ■ 1–3 business day delivery by FedEx to more than 190 countries. ■ Money-back delivery guarantee.¹ ■ Tracking available. ■ \$100 insurance included. ■ Lowest price among competitor products.
Express Mail International	<ul style="list-style-type: none"> ■ Reliable, high-speed service to more than 190 countries. ■ 3–5 average business days.² ■ Tracking available. ■ \$100 insurance included. ■ Money-back service guarantee to five countries.
Priority Mail International	<ul style="list-style-type: none"> ■ Reliable, cost-effective service to more than 190 countries. ■ 6–10 average business days.² ■ Tracking to major destinations (but not for shipments in flat-rate envelopes). ■ Limited indemnity coverage at no extra charge.
First-Class Mail International	<ul style="list-style-type: none"> ■ Service available worldwide for items up to 4 pounds. ■ Registered mail service available without insurance. ■ No tracking. ■ Economical prices.

1. Some restrictions apply. See a retail associate for money-back guarantee details.

2. Average number of days may vary based upon origin and destination.

The simplified international product line incorporates the names of familiar and trusted Postal Service domestic products. Overall, the redesign enhances customer convenience and provides greater value. Customers can now use domestic packaging supplies for international shipments, including the popular flat-rate boxes and envelopes. In addition, online tools make international mailing easier than ever by allowing customers to combine the printing of customs forms and address labels. And when postage is purchased online using Click-N-Ship[®] service at www.usps.com or through authorized postage vendors, customers can take advantage of the following postage discounts:

- 10 percent on Global Express Guaranteed[®] (GXG[®]) shipments.
- 8 percent on Express Mail International[®] shipments.
- 5 percent on Priority Mail International[™] shipments.

For specific information on each of the four international products, see the Product Information Fact Sheets, Talking Points, and Frequently Asked Questions provided in this kit. Additional information is available in the *Mailing Standards of the United States Postal Service*, International Mail Manual (IMM[®]); Publication 51, *International Postal Rates and Fees*; and on www.usps.com.

International Product Fact Sheets

Fact Sheet: Global Express Guaranteed

Global Express Guaranteed (GXG) service is an international expedited delivery service provided through an alliance with FedEx. GXG provides reliable, high-speed, date-certain service with tracking and money-back delivery guarantee to more than 190 countries worldwide. GXG may be used for shipments that contain documents and general correspondence, and for shipments that contain non-documents or other merchandise for which duty may be assessed by the customs authority of the destination country. (See IMM 213 for additional standards.)

Global Express Guaranteed Highlights

Global Express Guaranteed service, the Postal Service's premium date-certain expedited international service with money-back delivery guarantee* offers the following (* some restrictions apply — see a retail associate for money-back guarantee details):

- Delivery by FedEx in 1–3 business days to more than 190 countries.
- Tracking.
- \$100 insurance included.
- Additional insurance available at the mailer's option.
- Lowest price among competitors — prices start at \$28.50.
- Quick, Easy, Convenient™ online shipping:
 - Customers can save time and ship from their home or office and receive a 10-percent discount when they pay for postage online.
 - Customers can go to www.usps.com/international to do the following:
 - Order free packaging supplies.
 - Print shipping labels.
 - Complete and print a PS Form 6182, *Commercial Invoice*.
 - Request free Carrier Pickup™ service.
 - Track shipments.

Customer Benefits

- Added value!
 - \$100 insurance provided at no extra charge.
 - Guaranteed, money-back service.
 - Free shipping supplies.
- Quick, Easy, Convenient! Customers can go to www.usps.com/international to do the following:
 - Order free shipping supplies.
 - Print shipping labels.

- Complete and print a PS Form 6182, *Commercial Invoice*.
- Request free Carrier Pickup service.
- Save money!
 - A 10-percent discount is available to customers who purchase postage online via Click-N-Ship service or through authorized PC Postage® vendors.

Fact Sheet: Express Mail International

Express Mail International service is an expedited mail service that can be used to send documents and merchandise to more than 190 countries worldwide. Express Mail International service includes a date-certain, money-back guarantee to select destinations (see IMM 220 and the Individual Country Listing for availability of this service). To all other destinations, Express Mail International shipments are not guaranteed and are not eligible for a postage refund if delivery is delayed.

Express Mail International Highlights

Express Mail International service, a reliable, high-speed mail service available to more than 190 countries, offers the following:

- Average delivery of 3–5 business days. (Average number of days may vary based upon origin and destination.)
- Tracking
- \$100 insurance included.
- Additional insurance available at the mailer's option.
- Lowest price among competitors — prices start at \$22.
- Money-back service guarantee to Australia, China, Hong Kong, Japan, and the Republic of Korea (South Korea).
- Domestic Express Mail® flat-rate envelopes can be used for international shipping:
 - One price to Canada and Mexico — \$22.
 - One price to all other countries — \$25.
- POS ONE and IMM Individual Country Listings show required customs forms.
- Express Mail International is Quick, Easy, Convenient:
 - Customers can save time and ship from their home or office and receive an 8-percent discount when they pay for postage online.

- Customers can go to www.usps.com/international to do the following:
 - Order free packaging supplies.
 - Print shipping labels and customs forms all in one document (PS Form 2976-A-EMI).
 - Request free Carrier Pickup service.
 - Track shipments.

Note: Coins, jewelry, watches, and other valuables are prohibited in Express Mail International shipments. Always check country-specific prohibitions, restrictions, and observations in the IMM Individual Country Listing pages.

Customer Benefits

- Added Value!
 - \$100 of insurance provided at no extra charge.
 - Money-back guarantee is available to Australia, China, Hong Kong, Japan, and the Republic of Korea (South Korea).
 - Free shipping supplies — all domestic Express Mail packaging can be used for international shipping.
- Quick, Easy, Convenient! Customers can go to www.usps.com/international to do the following:
 - Order free shipping supplies.
 - Print shipping labels with appropriate customs forms in one document (PS Form 2976-EMI or PS Form 2976-A-EMI).
 - Request free Carrier Pickup service.
- Save money!
 - An 8-percent discount is available to customers who purchase postage online via Click-N-Ship service or through authorized PC Postage vendors.

Fact Sheet: Priority Mail International

Priority Mail International service is a reliable, cost-effective way to send documents and merchandise to more than 190 countries.

Priority Mail International Highlights

Priority Mail International service, a cost-effective and reliable way to send documents and merchandise to more than 190 countries, offers the following:

- Average business day delivery of 6–10 days. (Average number of days may vary based upon origin and destination.)
- Tracking to major destinations in Asia, Canada, and Europe.

- Tracking is not available for shipments in flat-rate envelopes.
- Limited indemnity coverage provided at no extra charge for flat-rate boxes and variable-weight articles.
- Insurance available at the mailer's option.
 - Check POS ONE or the IMM for country-specific availability.
- Use of domestic Priority Mail® flat-rate envelopes for international shipping:
 - One price to Canada and Mexico — \$9.
 - One price to all other countries — \$11.
 - Maximum weight of 4 pounds.
 - Requires PS Form 2976, *Customs Declaration CN 22 — Sender's Declaration (green label)*.
 - Registered mail service without insurance available.
 - Check POS ONE or the IMM for country-specific availability.
- Use of domestic Priority Mail flat-rate boxes for international shipping:
 - One price to Canada and Mexico — \$23.
 - One price to all other countries — \$37.
 - 20-pound maximum weight.
 - Requires PS Form 2976-A, *Customs Declaration and Dispatch Note — CP 72*.

Customer Benefits

- Added value!
 - Limited indemnity coverage provided at no extra charge for flat-rate boxes and variable-weight items.
 - Free shipping supplies — all domestic Priority Mail packaging can be used for international shipments.
- Quick, Easy, Convenient! Customers can go to www.usps.com/international to do the following:
 - Order free shipping supplies.
 - Print shipping labels with the appropriate customs form in one document (PS Form 2976-PMI or PS Form 2976-A-PMI).
 - Request free Carrier Pickup service.
- Save money!
 - A 5-percent discount is available to customers who purchase postage online at www.usps.com, via Click-N-Ship service, or through authorized PC Postage vendors.

Fact Sheet: First-Class Mail International

First-Class Mail International™ is a service that provides customers with a reliable and economical means of sending correspondence, documents, and lightweight merchandise weighing up to 4 pounds to more than 190 countries.

First-Class Mail International Highlights

- Service available worldwide for items weighing up to 4 pounds.
- Registered mail service available without insurance coverage.
- Delivery time varies by destination.
- No tracking.

Talking Points

Promoting Our International Products

Use the following key service features as talking points to promote our international products to potential customers.

For Global Express Guaranteed (GXG) service:

- The Postal Service's premium service.
- Date-certain expedited international service with a money-back delivery guarantee. (Some restrictions apply. See a retail associate for money-back guarantee details.)
- 1–3 business day delivery by FedEx to more than 190 countries.
- Tracking available.
- \$100 insurance included; additional insurance available at the mailer's option.
- Lowest price among competitors for similar service — rates start at \$28.50.

For Express Mail International service:

- A reliable, high-speed mail service.
- 3–5 average business day delivery to more than 190 countries. (Average number of days may vary based upon origin and destination.)
- Money-back service guarantee to Australia, China, Hong Kong, Japan, and Republic of Korea (South Korea).
- Tracking available.
- \$100 insurance included; additional insurance available for a fee.
- Lowest price among competitors for similar service — rates start at \$22.
- Domestic Express Mail flat-rate envelope can be used.

Customer Benefits

- Save money!
 - First-Class Mail International service provides an economical option for customers shipping lightweight items to foreign destinations with rates beginning at just \$0.69.
- Peace of mind!
 - Registered mail service is available for purchase with First-Class Mail International items for additional security.
 - The maximum indemnity amount is \$43.73.
- Quick, Easy, Convenient!
 - Customers can purchase postage for First-Class Mail International items online through authorized PC Postage vendors.

For Priority Mail International service:

- A cost-effective and reliable way to send documents and merchandise.
- 6–10 average business day delivery to more than 190 countries. (Average number of days may vary based upon origin and destination.)
- Tracking to major destinations in Asia, Canada, and Europe.
 - Tracking is not available for shipments in flat-rate envelopes.
- Limited indemnity coverage provided at no extra charge for flat-rate boxes and variable-weight articles.
- Insurance available for purchase for flat-rate boxes and variable-weight articles.
- Registered mail service available for a fee only with flat-rate envelopes.
- Domestic Priority Mail flat-rate envelopes and flat-rate boxes can be used.

For First-Class Mail International service:

- Service to more than 190 countries for items weighing up to 4 pounds.
- Registered mail service available without insurance.
 - Maximum indemnity amount is \$43.73.
- Delivery time varies by destination.
- No tracking.
- Unbeatable prices start at just \$0.69 for a 1-ounce letter/card to Canada.

Frequently Asked Questions

Q. Why were changes made to the structure of international mail?

A. The international mail product line was restructured to better meet customer needs. Over time, customers had expressed the desire for clear and concise product options to choose from. They wanted to have the same quick, easy, and convenient shipping options that are available domestically. Also, customers had stated a preference for using the same Postal Service–provided packaging for both domestic and international shipments, free Carrier Pickup service, and better tracking and package visibility — all at the Postal Service’s competitive prices.

Q. What are some of the major changes that were made to international mail?

A. The changes include a simplification and rebranding of all international products. Eight international products with overlapping prices and service standards were combined into four: Global Express Guaranteed (GXG), Express Mail International, Priority Mail International, and First-Class Mail International.

Q. What international products were eliminated?

A. The product simplification eliminated economy (surface) products including economy Parcel Post; economy Letter Post; Publishers’ Periodicals, Books, and Sheet Music; and economy M-bags. In place of these services we now offer comparable air product alternatives. In addition, Aerogrammes and Recorded Delivery service were eliminated. First-Class Mail International letters and cards are alternatives to Aerogrammes, and Registered Mail is an alternative for Recorded Delivery.

Q. What are some of the benefits that the new international services offer to customers?

A. Customers have the convenience of using domestic shipping supplies, including “flat-rate” options, as well as increased visibility and more specific delivery times to major destinations. Additionally, online shippers qualify for discounts of up to 10 percent when paying postage online through www.usps.com or authorized postage vendors.

Q. Which of the four new international products offer insurance and tracking?

A. GXG and Express Mail International include insurance covering up to \$100 for loss, damage, rifling, or document reconstruction. Priority Mail International also includes limited insurance coverage. Additional merchandise insurance is available at the mailer’s option. Tracking is included in the price of these products except for Priority Mail flat-rate envelopes.

Q. What are the prices for Express Mail International flat-rate envelopes?

A. The Express Mail International flat-rate envelope is priced at \$22 for Canada and Mexico, and \$25 for all other countries.

Q. Where can customers find their tracking number?

A. The tracking number is located under the barcode on either the mailing label or customs form.

- GXG has a 10-digit number series barcode that is located on the bottom right of the senders copy.
- Express Mail International has a 9-digit number series barcode that begins with the letter “E” and another letter (e.g. EE, ER) and ends with the letters “US”.
- Priority Mail International (usually the customs form number) has a 9-digit number series barcode that begins with the letter “C” and another letter (e.g., CP, CJ) and ends with the letters “US.”

Product	Sample Barcode Number
GXG	1234567890
Express Mail International	ER 123456789 US
Priority Mail International	CP 123456789 US

Q. How can a customer access tracking information?

A. Customers can go to Track and Confirm on www.usps.com; click *Track & Confirm* for tracking information.

Q. Does the Postal Service provide free packaging for international services, and if so, for which services?

A. Yes. We continue to provide GXG packaging. Customers using other international products can use the same packaging they use for domestic shipping. Therefore, all Express Mail packaging can be used for Express Mail International, including the flat-rate envelope; all Priority Mail packaging can be used for Priority Mail International, including the flat-rate envelope, the flat-rate boxes and all other Priority Mail packaging supplies and labels. These shipping supplies can be ordered online at www.usps.com/shippingsupplies or by calling 800-610-8734.

Q. What level of tracking is available with Priority Mail International?

A. The price of Priority Mail International delivery information for packages is similar to domestic Delivery Confirmation service. Tracking is available to major destinations in Canada, Europe, and Asia for variable-weight packages and flat-rate boxes only. Tracking is not available for the Priority Mail International flat-rate envelope at this time.

- Q. *Is insurance available for Priority Mail International?*
- A. Priority Mail International packages include limited indemnity coverage against loss, damage, or rifling up to amounts shown in IMM 233.3. When international insurance is purchased for a Priority Mail International package, it replaces the limited indemnity coverage. Priority Mail International packages may be insured, but the Priority Mail International flat-rate envelope may not be insured.
- Q. *What Extra Services are available for the Priority Mail International flat-rate envelope?*
- A. Registered Mail service is available for the Priority Mail International flat-rate envelope. Registered mail service is not available for Priority Mail International flat-rate boxes or packages. A certificate of mailing, which only provides a receipt showing evidence of having mailed the item, is available for all Priority Mail International shipments.
- Q. *Is it true that the Priority Mail flat-rate box is now available for international use?*
- A. Yes. Up to a 20-pound limit, or allowable contents, Priority Mail International flat-rate boxes are \$23 to Canada and Mexico, and \$37 for all other countries.
- Q. *Is there a Priority Mail flat-rate envelope for international mailing at a single price?*
- A. The Priority Mail International flat-rate envelope price is \$9 for Canada and Mexico, and \$11 for all other countries. The weight limit for the Priority Mail International flat-rate envelope is 4 pounds.
- Q. *How does a Priority Mail International parcel that uses a label generated and paid for online through Click-N-Ship service or an authorized PC Postage vendor get a round date stamp?*
- A. Priority Mail International labels that are prepared online will display a preprinted round date stamp on them.
- Q. *When do Priority Mail International labels generated and paid for online receive scans?*
- A. In most cases, Priority Mail International packages receive a scan at the International Service Center (ISC) upon leaving the country and then a delivery scan in major destinations in Canada, Europe, and Asia.
- Q. *Is there a balloon-rate or dimensional-weight pricing for Priority Mail International packages?*
- A. No. However, dimensional-weight pricing is applicable for Global Express Guaranteed shipments.
- Q. *Is it OK for a customer not to declare the specific contents and value on the customs form?*
- A. No. The package contents description is required on the customs form because shipments going to foreign countries are subject to the restrictions and prohibitions of that country. If the item is not properly described, it might be rejected by customs before entering the country and is at risk of not being handled properly.
- Q. *Is the sender required to state the value of a gift on an international shipment?*
- A. Yes. Shipments going to a foreign country may be subject to duties and taxes based on contents and their value. Because each country has regulations about what it will allow into the country, everything that enters that country and its value must be identified.
- Q. *Is the pricing for First-Class Mail International items based on shape like it is for domestic mail?*
- A. No.
- Q. *What mailing options are there for books, sheet music, and publishers' periodicals that used to be sent as surface mail?*
- A. The mailing options for Books and Sheet Music and Publishers' Periodicals include International Priority Airmail™ (IPA®), M-bag, and International Surface Air Lift® (ISAL®) service. "Single-piece" mailing options are First-Class Mail International and Priority Mail International service.
- Q. *Which international products can be sent with registered mail service?*
- A. Registered mail service (without insurance) is available for purchase for all First-Class Mail International items and for the Priority Mail International flat-rate envelopes. See the IMM for country restrictions.
- Q. *Other than new pricing, were there any more changes to IPA and ISAL service?*
- A. Yes, a separate rate group was established for Australia, and an IPA M-bag option is now available.
- Q. *Were there any significant changes to Extra Services?*
- A. The structure of Extra Services, formerly known as Special Services, remains unchanged except for the elimination of Recorded Delivery service. The IMM Country Listings should be referenced for country-specific availability of extra services.
- Q. *How is an insurance inquiry initiated for the international mail items?*
- A. For international mail, an inquiry must be initiated before a claim can be submitted. For GXG, Express Mail International, and Priority Mail International, customers should call 800-222-1811 to initiate an

inquiry. Upon determination that a claim can be filed, we will provide the customer with a claim packet containing detailed instructions. If a customer receives an article from a foreign country in damaged condition, or with some or all contents missing, he/she needs to take the mailing container, wrapping, packaging, and any other contents to any Post Office for inspection. The postmaster will verify damage and give the customer a PS Form 2855, *Claim for Indemnity — International Registered Mail, Insured, Ordinary Parcel and Express Mail*, to complete.

Note that for registered mail service, regardless of the declared value of a registered item, the maximum amount of indemnity payable for loss, damage, or rifling is \$44.86.

Q. Can domestic stamped envelopes be used for international mail?

A. Yes, but since international postage rates are always higher than the domestic postage value, additional postage would need to be affixed.

Q. Are prices for international postcards still available?

A. Yes, postcards are part of First-Class Mail International service. The price for eligible cards is \$0.69 to Canada and Mexico and \$0.90 to all other countries. Remember, for postcard rates, cards can be no larger than 4-1/4 by 6 inches.

Q. Are International Reply Coupons (IRCs) still available?

A. Yes, the selling price is \$2.00 each. IRCs are exchangeable in any other Universal Postal Union (UPU) member country for a stamp(s) representing the minimum postage for an unregistered air letter.

Q. Is there still a nonmachinable surcharge for letters?

A. Yes, the nonmachinable surcharge for First-Class Mail International letters weighing 1 ounce or less is \$0.17. As always, 1-ounce letters that do not meet aspect ratio or that have any nonmachinable characteristics are subject to the nonmachinable surcharge.

Q. I understand that Aerogrammes are no longer available for purchase, but can they still be mailed if a customer has some stock left over?

A. Aerogrammes can be mailed as First-Class Mail International items; however, since the First-Class Mail International price is higher, additional postage needs to be affixed.

[Please read this stand-up talk to all operations and delivery unit employees and then post copies on employee bulletin boards.]

Standup Talk for Employees

International Products

The purpose of this talk is to reinforce understanding and awareness of the features of the Postal Service international products line. In May of 2007, price changes and a redesign of our international products were adopted. These changes included a reorganization of the previous international mailing options into four simplified products that incorporate the familiar and trusted domestic product names that our customers recognize. The four new international products are:

- Global Express Guaranteed (GXG)
- Express Mail International.
- Priority Mail International.
- First-Class Mail International

Our four new international offerings provide more convenience and offer clear-cut choices for customers. The features of our international products include:

Product	Features
Global Express Guaranteed (GXG)	<ul style="list-style-type: none"> ■ Postal Service's premium service. ■ 1–3 business day delivery by FedEx to more than 190 countries. ■ Money-back delivery guarantee.¹ ■ Tracking available. ■ \$100 insurance included. ■ Lowest price among competitor products.
Express Mail International	<ul style="list-style-type: none"> ■ Reliable, high-speed service to more than 190 countries. ■ 3–5 average business days.² ■ Tracking available. ■ \$100 insurance included. ■ Money-back service guarantee to five countries.
Priority Mail International	<ul style="list-style-type: none"> ■ Reliable, cost-effective service to more than 190 countries. ■ 6–10 average business days.² ■ Tracking to major destinations in Asia, Canada, and Europe (not available with flat-rate envelopes). ■ Limited indemnity coverage at no extra charge.

Product	Features
First-Class Mail International	<ul style="list-style-type: none"> ■ Service available worldwide for items up to 4 pounds. ■ Registered mail service available without insurance. ■ No tracking. ■ Economical prices.

1. Some restrictions apply. See a retail associate for money-back guarantee details.

2. Average number of days may vary based upon origin and destination.

When talking with customers or your family and friends, here are some key points to share about the benefits of our international products:

- The international products offered by the Postal Service are convenient and easy to use.
- All domestic Express Mail and Priority Mail packaging supplies, including flat-rate envelopes and flat-rate boxes, can be used for international shipments.
- Customers who pay for postage online via Click-N-Ship service or through an authorized postage vendor can receive the following discounts in postage:
 - 10 percent on Global Express Guaranteed.
 - 8 percent on Express Mail International.
 - 5 percent on Priority Mail International.
- Available online tools make international mailing easier than ever by allowing customers to combine the printing of customs forms and address labels.
- The long trusted Postal Service domestic product names — Express Mail, Priority Mail, and First-Class Mail® — are now incorporated in our international product line.

— International Products,
Product Development, 9-13-07

Policies, Procedures, and Forms Updates

Manuals

ASM Revision: Passport Application Acceptance Service at Designated Post Offices

Effective September 14, 2007, section 422.2 of the *Administrative Support Manual (ASM)* is revised to update passport acceptance service.

Administrative Support Manual (ASM)

	*	*	*	*	*
4	Relations With Other Organizations				
	*	*	*	*	*
42	Services				
	*	*	*	*	*
422	Interagency Agreements				
	*	*	*	*	*

[Revise 422.2 as follows:]

422.2 Passport Application Acceptance Service at Designated Post Offices

422.21 Applicability

The Secretary of State, on authority delegated by the President, has designated certain categories of persons who may accept passport applications (22 CFR 51.21), including Postal Service employees designated by the postmaster at a Post Office authorized by the Postal Service and the U.S. Department of State to accept passport applications. All passport acceptance agents must be U.S. citizens or U.S. nationals.

422.22 General Policy and Procedures

422.221 General Policy

The Postal Service, in agreement with the Department of State, Passport Services, assists regional passport agency offices by accepting passport applications, where operationally feasible, given overall customer service and revenue generation considerations.

422.222 Procedures

The Department of State establishes the procedures for passport application acceptance and passport issuance. Postal Service headquarters, coordinating with the Department of State headquarters, establishes the postal operational, accounting, and other procedures for passport application acceptance at designated Post Offices nationwide.

422.23 Rates and Fees

Passport application fees are established by the Department of State, upon legislative approval. Postal Service Headquarters and the Department of State headquarters mutually agree on the acceptance fee which the Postal Service receives for providing passport application acceptance at Post Offices. The acceptance fee is collected from the customer as part of the total passport fees for the Form DS-11, *Passport Application*. This fee reimburses passport acceptance agents for the performance of the required acceptance procedures as outlined in the *Passport Agent's Reference Guide (PARG)*. The Postal Service receives no acceptance fee for other types of passport applications, such as renewal Form DS-82, *Application for Passport by Mail*, Form DS-5504, *Passport Re-Application Form*, or Form DS-4085, *Application for Additional Visa Pages*.

422.24 Required District Coordination — Acceptance Post Offices and Regional Passport Agency Offices

422.241 Coordination

Department of State headquarters and Postal Service Headquarters work together to determine and reach agreement on the number and location of postal facilities which will accept passport applications. Postal Service Headquarters coordination with the Department of State headquarters is necessary in managing the passport program to establish sites, coordinate training, provide the necessary postal management and oversight, and discontinue sites, when necessary.

422.242 District and Passport Location Designee

Each district retail manager will have a designee to serve as a contact to coordinate passport activity with the Department of State, with other functions at the district, and with Post Offices accepting passport applications. Coordination should include input from impacted functions in the consideration and establishment of new sites and scheduling of training. The district designee will also coordinate with Post Offices and other functions to ensure that there is adequate signage and communication to the customer regarding passport service locations and hours to include current information in the Facilities Database (FDB). In addition, each passport application acceptance Post Office will have a designated contact to coordinate with the regional passport agency office and the district designee.

422.25 Determination of Sites and Establishment of Passport Application Acceptance Facilities

422.251 Determination of Sites

The following apply:

- a. Regional passport agency offices and the Department of State headquarters determine the areas (city, county, or state) where the public needs additional service, considering the customer need and the Post Offices, clerk of court, county, college and other acceptance locations available.
- b. The district determines whether the postal facility(ies) can provide passport application acceptance without adversely affecting service to postal customers. The district will review customer need, operational capability, service issues and revenue in its determination. Factors to consider are other nearby passport acceptance locations, customer travel time from the nearest passport acceptance location, estimated volume of passport applications, demographics, and the city/urban/rural nature of the community.
- c. In addition to Post Offices, clerks of the court are also traditional sources of assistance to the passport agency offices and to the public in acceptance of passport applications. The passport agency office, working with the district to establish a postal acceptance location, should ensure that existing or planned application acceptance by clerks of the court, local government, or other entities are considered in any request for establishment of services.

422.252 Requests for Establishment or Changes to Passport Application Acceptance Facilities

The following apply:

- a. *Requests to Postal Headquarters for New Passport Sites.* When regional passport agency offices identify a need for an additional passport application acceptance Post Office location, the regional passport agency office will prepare a written request to the Retail Marketing, Postal Service Headquarters. Generally, this request should be received 90 days in advance of the requested startup of passport application acceptance. Regional passport agency requests should include pertinent information about the anticipated number of customers requesting passports and the location, distance, and status of nearby nonpostal passport application acceptance sites, such as clerks of the court, libraries, colleges, etc. Passport agency office requests for additional service require concurrence by the postmaster, Post Office Operations, Consumer Affairs, and Retail, as necessary. In addition, the Postal Service may also

request the passport agency office consider authorizing a new passport site.

- (1) *Passport Site Requests.* When a request for a new site is reviewed, the district will consider customer need, revenue generation (including associated Express Mail revenue generation), service conditions, and operational issues before a decision is reached.
 - (2) *Approval or Disapproval.* The passport agency office will receive either a passport application acceptance site approval or disapproval from the Passport Program, Retail Marketing, Headquarters. Should the passport agency office receive disapproval from the district and feel strongly that a postal location is needed; the passport agency office may request that Passport Services at the Department of State coordinate with Retail Marketing, Postal Service Headquarters, to reconsider the disapproved request. A decision should be reached within 30 days of receipt of the request, and Headquarters will notify both the district and the Department of State.
- b. *Relocation or Changes of Passport Service Hours.* When a district finds it necessary to relocate a postal facility serving as an authorized location for passport application acceptance, the district will notify Retail Marketing, Postal Service Headquarters, for concurrence 30 days prior to the location change. Changes to passport service hours should also be reported to the regional passport agency office through the district designee 30 days prior to the hours change. Notification should also include Retail Marketing and Customer Service Operations, Postal Service Headquarters.
 - c. *Discontinuing Service — by Postal Service.* When a district finds it necessary to discontinue a passport application acceptance location, or reduce the number of participating facilities when other nearby acceptance agencies or postal facilities can meet the community needs for service, a letter will be sent from the district Retail office to Retail Marketing and Customer Service Operations Marketing, Postal Service Headquarters, at least 60 days prior to the planned date to stop passport application acceptance. The letter will provide an explanation of reasons for the planned discontinuance. Retail Marketing, Postal Service Headquarters, will coordinate the proposed discontinuance with the Department of State headquarters office.
 - (1) The regional passport agency office may respond with a letter of concurrence or a request for reconsideration to Retail Marketing, Postal Service Headquarters. Retail Marketing, Postal Service

Headquarters, working with the area/district, will make a determination within 30 days of the Department of State request and send notification to both the area/district and the Department of State regarding the decision reached.

- (2) When an area/district is notified that the regional passport agency office is submitting a request for reconsideration, the passport acceptance facility will continue passport application acceptance until a decision has been reached.

- d. *Discontinuing Service — by Department of State.* The Department of State makes periodic reviews and recommends removal of participating postal facilities where there no longer appears to be a need for the service. The Postal Service agrees unless the area/district involved determines that the action would shift an unmanageable workload onto a nearby post-al facility remaining in the program.

422.26 Preparation at Newly Authorized Locations

422.261 Instructions

The district designee/coordinator will provide authorized offices specific instruction on Postal Service guidelines in accordance with these procedures. The required Department of State passport application acceptance procedures are provided in the *Passport Agent's Reference Guide*.

422.262 Acceptance Employees

The following applies:

Postmasters/station managers select and designate employees to provide the service. The number of designated employees is determined to provide sufficient staffing during all advertised hours and to prevent excessive customer waiting time during peak periods.

422.263 Acceptance Location

Postmasters select the locations within the facility where the service is provided. This may be one or all window positions, depending on volume of business. Consider the following:

- a. Ensuring accessibility and customer convenience.
- b. Providing acceptance at special window positions established for philatelic products, bulk mailings, etc.
- c. Diverting all applicants to the principal acceptance employee at offices with a speedy line and multipurpose windows.
- d. Ensuring availability of a telephone for the acceptance employee to use in answering inquiries.

422.264 Training

The following will apply:

- a. Passport application acceptance training is accessible through Postal Service Intranet Web-based training (WBT) which is available through Automated Enrollment System (AES); e-Learning course #41201-18 Passport Application Acceptance; and at <https://aes.usps.gov/index.php>. All employees must successfully complete the authorized passport training course before accepting passport applications. The postmaster/station manager at the passport application acceptance facility will coordinate and schedule training for designated employees at new passport sites and when refresher training is necessary.
- b. Designated Postal Service employees must be provided on-the-clock time to take the online training. In addition to the training, a reasonable amount of official, on-the-clock time will be provided to study the manuals carefully. They are expected to be familiar with the contents and comply fully with the procedures.
- c. The *Passport Agent's Reference Guide*, issued by the Department of State, must be printed and placed in a binder for reference. The guide is available on the intranet at <http://blue.usps.gov/marketing/retail/passportdocs.htm> and provides the required procedures and technical guidance for acceptance of passport applications by designated employees. Section 422.2 provides the Postal Service's passport application acceptance policy and procedures.

422.265 Service Hours

Postmasters establish the hours for offering the service based on local resources and capabilities. The minimum should be 5 hours daily, Monday through Friday, if the service cannot be provided during all normal business hours. Saturday acceptance hours are highly recommended.

422.266 Signs

Authorized signage (only) should be posted in the lobby clearly stating the hours that passport service is available. Contact district Retail to order customized passport cling or poster advertising passport acceptance hours from Message Maker. The postmaster will coordinate with the district Retail office to ensure adequate signage is being used. Signs prepared by hand or computer generated must not be used.

422.27 Application Acceptance Guidelines

422.271 Passport Agent's Reference Guide

The *Passport Agent's Reference Guide* is used for daily reference and has a list of regional passport agencies serving

each geographic area, with a specific telephone number only for acceptance employees to call for additional guidance. Changes to the manual and other passport information issued by the Department of State are sent periodically to participating Post Offices and should be placed in the binder with your PARG.

422.272 Passport Application Acceptance Procedures

The following apply:

- a. *Form DS-11, Passport Applications.* Acceptance employees should make available blank Forms DS-11, *Passport Applications*, to applicants. Customers can also download passport forms via the Internet at <http://travel.state.gov>. Applicants complete the forms according to instructions printed on them and return the forms in person to an authorized passport acceptance employee(s) for review and acceptance. The Postal Service receives a fee for the acceptance and handling of each Form DS-11.
- b. *Verifying Applicant Identity.* Acceptance employees must take measures to verify the identity of the applicant. The acceptance employee is the one who can most readily seek verification from the applicant that the applicant is the person he or she claims to be. The acceptance employee must annotate the application form to show the document or procedure used for verifying the applicant's identification.
- c. *Witnessing Applicant Signature.* Acceptance employees administer the oath, witness the applicant's signature on the application, and then sign it and affix an imprint of the postal unit's round dating stamp.
- d. *Supporting Documents.* Acceptance employees should ensure that the application is properly completed and accompanied by the correct supporting documents. However, to avoid arguments with the applicants, they should accept any questionable item and attach an explanatory note to the application, so that Passport Services may resolve the problem directly with the applicant.
- e. *Applications Which Cannot Be Accepted.* Do not hold any applications for additional documentation. Return those applications not sent to the Department of State to the applicants without completing the procedures in 422.272c.

- f. *Passport Photograph Information.* Postal acceptance locations may offer photo services.
- g. *Other Passport Application Forms and Acceptance Activity Authorized.* Other passport forms should be made available to customers. Customers may also download passport forms via the Internet at <http://travel.state.gov>, or call the National Passport Information Center at 877-487-2778 to request blank forms. The following applies to acceptance:

- (1) *Form DS-82, Application for Passport by Mail.* Customers may purchase postage to mail Form DS-82, *Application for Passport by Mail*, which the customer has fully completed. The Postal Service does not receive an acceptance fee for handling Form DS-82, because no acceptance is required.
 - (2) *Form DS-5504, Passport Re-Application.* Customers may purchase postage to mail Form DS-5504, *Passport Re-Application by Mail*, which the customer has fully completed. The Postal Service does not receive an acceptance fee for handling Form DS-5504, because no acceptance is required.
- h. *No-Fee Passports.* The Postal Service no longer handles or accepts no-fee passport applications. No-fee passport applications are requests for government-sponsored travel or for others who are exempt by law from payment of the passport fee (such as Peace Corps employees, for example). The Department of State has authorized sponsoring government offices to execute no-fee passport applications. The Department of State provides authorization for those who are exempt by law to execute their own passport applications. Customers requiring additional information should contact the Department of State at 877-487-2778 or via the Department of State Web site.

422.273 Payment of Passport Fees and Financial Procedures

The following apply to payment of passport fees:

- a. *Types of Payment.* The passport fee must be collected at the time the application is rendered. Payment may be made in cash, check, money order, or debit card. Valid payment or tender types are as follows:

Check/Card Type	To Postal Service	To DOS	M.O. Types	To Postal Service	To DOS
Personal check	Yes	Yes	Postal Service money order	Yes	Yes
Business check	Yes	Yes	Nonpostal U.S. money order	Yes	Yes
Cashier's check	Yes	Yes	Canadian postal money order*	Yes	No
Travelers check	Yes	Yes	Other foreign money order*	Yes	No
Treasury check	Yes	Yes	Credit card	Yes	No
Debit card	Yes	No	–	–	–
Credit Card	Yes	No	–	–	–

* Canadian and foreign money orders can be made payable only to the U.S. Postal Service.

b. *Payment by Check.* Customers paying by check must write two checks as follows:

- (1) *Check to the U.S. Department of State for Department of State Fees.* One check must be payable to U.S. Department of State for the total Department of State fees for the customer visit. The check must be marked with the applicant's name and date of birth. The Department of State fees include either a minor (age 15 and under) or adult (age 16 and over) application fee, and may include an expedited and/or complex case fee for each application. Refer to the *Passport Agent's Reference Guide* for fees and fee descriptions. Verify accuracy of the total Department of State fee; write the total Department of State fee amount in the bottom right corner of the Form DS-11, and initial. The Department of State check is stapled to the application during the customer visit. If one check is written for multiple applications (a family, for example), attach applications together, and staple the check to the top application.
- (2) *Check to the U.S. Postal Service for Postal Service Fees.* A separate check must be payable to the U.S. Postal Service for the acceptance fee amount and for any other products and services which the customer chooses to purchase during that customer visit, such as purchase of Postal Service products or services unrelated to the passport application acceptance transaction.
- (3) *Financial Procedures and Accounting Entries*
 - (a) Verify the accuracy of the total Department of State fees and U.S. Postal Service fees.
 - (b) For the Postal Service acceptance fee portion, for each Form DS-11, *Passport Application*, accepted, enter the acceptance fee amount in AIC 264, USPS Passport Fees.
 - (c) If other products or services are purchased (such as postage for Express Mail, for example), enter the fees in the appropriate AIC.

c. *Cash Payments.* When a customer wishes to pay the U.S. Department of State fee in cash, a money order for each customer transaction will be the method of

payment to U.S. Department of State for the Department of State fees. Customers will make the money order payable to U.S. Department of State.

- (1) *Department of State Fees.* For payment by cash, a regular (fee) domestic postal money order must be purchased by the customer and made payable to U.S. Department of State for the Department of State portion of the fees. The money order must be marked with the applicant's name and date of birth. The Department of State fees include either a minor (age 15 and under) or adult (age 16 and over) application fee, and may include an expedited and/or complex case fee for each application. The customer may purchase one money order for all Department of State fees due for the entire customer visit when multiple passport applications are presented (a family, for example). Verify accuracy of totals; write the total Department of State fee amount in the bottom right corner of the Form DS-11, and initial. The money order payable to U.S. Department of State is stapled to the application during the customer visit. For multiple applications (a family, for example) attach the forms together and staple the money order to the top passport application.
- (2) *Fees to U.S. Postal Service.* Cash payments for the Postal Service fees may be accepted, which include the acceptance fee, the money order fee (if Department of State fees are being paid via money order), and fees for any other products and services which the customer chooses to purchase (such as Express Mail, for example). Issue a PS Form 1096, *Receipt*, an IRT receipt, or a POS ONE system-generated receipt.
- (3) *Financial Procedures — Accounting Entries.* The following will apply:
 - (a) Verify the accuracy of the total Department of State fees and U.S. Postal Service fees.
 - (b) Enter in AIC 100 the money order amount of total Department of State fees payable to U.S. Department of State.
 - (c) Enter money order fee in AIC 101.

- (d) For each Form DS-11, *Passport Application*, accepted, enter the Postal Service passport acceptance fee in AIC 264, USPS Passport Fees.
- (e) If other products or services are purchased (such as postage for Express Mail, for example), enter the fees in the appropriate AIC.
- (f) The total amount of cash accepted will post to AIC 752.
- d. *Customers Presenting Payment by Money Order.* As a general procedure, postal money orders or nonpostal U.S. currency money orders will be made payable to U.S. Department of State in the amount of the total Department of State fee portion of the passport total fee.
- (1) *Customers Presenting a Money Order in the Amount of the Department of State Fees.* The following will apply:
- (a) *Department of State Fees.* Customers will make the postal or U.S. currency nonpostal money order payable to the U.S. Department of State. Canadian or other foreign money orders are not a valid payment type (see section 422.273a) for payment to the U.S. Department of State. (Canadian or other foreign money orders must be payable to the U.S. Postal Service and the customer will have to purchase a postal money order. The money order must be marked with the applicant's name and date of birth. See section 422.273d2b. The Department of State fees include either a minor (age 15 and under) or adult (age 16 and over) application fee, and may include an expedited and/or complex case fee for each application. The customer may purchase one money order in a customer visit, when multiple passport applications are presented (a family, for example). Verify accuracy of totals; write the total Department of State fee amount in the bottom right corner of the Form DS-11, and initial. The money order payable to the U.S. Department of State is stapled to the application during the customer visit. For multiple applications, attach the money order to the top application and attach them together.
- (b) *U.S. Postal Service Fees.* Customers will remit payment for the U.S. Postal Service portion of the total fees by check, cash, credit card, debit card or separate money order payable to the U.S. Postal Service. The postal fees include the acceptance fee amount for acceptance of each Form DS-11, *Passport Application*, and the amount owed for any other products and services which the customer chooses to purchase (such as Express Mail, for example).
- (2) *Nonpostal Money Orders.* While this is not the general procedure, accept money orders payable to the U.S. Postal Service in the amount of the total passport transaction (or money orders in amounts greater than the Department of State fee total). The customer must also purchase a postal domestic money order as part of the transaction, made payable to the U.S. Department of State, for the total Department of State fee. The money order must be marked with the applicant's name and date of birth. The money order will be stapled to the application during the customer visit. If one money order is purchased for multiple applications (a family, for example), attach applications together, and staple the money order to the top application. In addition to the above, the following will apply:
- (a) *Nonpostal U.S. Currency Money Orders.* Nonpostal U.S. currency money orders presented for payment in an amount greater than the total Department of State fees will be payable to the U.S. Postal Service.
- (b) *Canadian and Other Foreign Money Orders.* Canadian postal money orders and other foreign postal money orders, to be acceptable, must be made payable to the U.S. Postal Service. (These are not valid for payment to Passport Services.)
- (3) *Financial Procedures — Accounting Entries.* The following will apply:
- (a) Verify the accuracy of the fee totals for Department of State fees and U.S. Postal Service fees.
- (b) Enter the dollar amount of the postal domestic money order purchased in AIC 100.
- (c) Enter the money order fee in AIC 101.
- (d) Enter the acceptance fee amount for each Form DS-11, *Passport Application*, accepted, in AIC 264, USPS Passport Fees.
- (e) The cash portion of the transaction will post to AIC 752.
- e. *Customer Presenting Payment by Debit Card.* When a customer pays for passport and acceptance fees by debit card, use a money order for each customer transaction as the method of payment to the U.S. Department of State for the Department of State fees. Customers will make the money order payable

to the U.S. Department of State. See section 422.273d for the specifics for money order payments.

- (1) *Department of State Fees.* For payment by debit card, a regular (fee) domestic postal money order must be purchased by the customer and made payable to the U.S. Department of State for the Department of State portion of the fees. The money order must be marked with the applicant's name and date of birth. The Department of State fees include either a minor (age 15 and under) or adult (age 16 and over) application fee, and may include an expedited and/or complex case fee for each application. The customer may purchase one money order for all Department of State fees due for the entire customer visit when multiple passport applications are presented (a family, for example). The money order payable to the U.S. Department of State is stapled to the application during the customer visit. For multiple applications (a family, for example), attach them together and staple the money order to the top passport application.
- (2) *U.S. Postal Service Fees.* Debit card payments for the Postal Service fees may be accepted, which include the acceptance fee, the money order fee (if Department of State fees are being paid via money order), and fees for any other products and services which the customer chooses to purchase (such as Express Mail, for example).
- (3) *Financial Procedures — Accounting Entries.* The following will apply:
 - (a) Verify the accuracy of the Department of State fees and the U.S. Postal Service fees.
 - (b) Enter in AIC 100, Domestic Money Order — Value, the money order amount of total Department of State fees payable to the U.S. Department of State.
 - (c) Enter the money order fee in AIC 101, Domestic Money Order — Fee.
 - (d) For each Form DS-11, *Passport Application*, accepted, enter the Postal Service passport acceptance fee in AIC 264, USPS Passport Fees.
 - (e) If other products or services are purchased (such as postage for Express Mail), enter the fees in the appropriate AIC.
 - (f) The total amount of the debit card transaction must be entered into AIC 772, Debit Cards Remitted.

422.274 Express Mail Purchase by the Customer — Procedures

Acceptance employees are encouraged to sell customers Express Mail service to expedite delivery of their application(s) to the Department of State, return delivery of their passport to them, or both. In addition to expediting delivery, Express Mail provides the customer a method of documenting delivery, with the benefits of tracking. Use of Express Mail for sending the application provides customers assurance that their passport application has arrived. The following will apply:

- a. The payment for Express Mail return service of passports must be included with the passport fee payable to the Department of State. The customer must purchase Express Mail for each application for which Express Mail return service is desired. (For example, a family cannot have their passports delivered to them in one Express Mail envelope). Indicate the Express Mail amount on PS Form 5659, *Daily Passport Application (DS-11) Transmittal*, in the column headed USPS Fee Express Mail Amount.
- b. For Express Mail purchased by the customer for mailing of the application(s) from the acceptance location to the passport agency office designee, follow Express Mail procedures. This provides individual Express Mail service for a passport application or multiple applications rendered for one customer visit (for example, a family need only pay for one Express Mail transaction, to mail the family's applications) to the passport agency office. Ensure these Express Mail pieces are dispatched daily to meet Express Mail critical entry times. Do not include these Express Mail pieces on PS Form 5659.

422.28 End-of-Day and Individual Clerk Closeout Procedures

422.281 Daily Remittance of DS-11, Passport Applications, to the Department of State or Designee

Passport applications must be remitted daily with supporting documents, corresponding payment, and PS Form(s) 5659, *Daily Passport Application (DS-11) Transmittal*.

- a. *Separation of Applications According to Handling.* The following types of passport applications are required to be queued and mailed separately by postal acceptance locations and are handled in different ways by the regional passport agency office or designee.
 - (1) *Routine Service Passport Applications.* Customers will typically receive passports issued from routine applications within 10 to 126 weeks from the date they submitted the application, in

accordance with *Passport Agent's Reference Guide, Handling, Assembling and Mailing of Applications*. For the most current passport processing times, refer to the Department of State Web site at www.state.gov. Routine passport applications are grouped together and mailed in bundled groupings with accompanying PS Form(s) 5659. Included in this grouping may be routine service applications for which the customer has paid Express Mail for delivery of the passport to the customer.

For the most current passport processing times, refer to the Department of State Web site at www.state.gov.

- (2) *Expedited Service Passport Application*. Expedited service passport applications (with payment of the Expedite Fee and two-way overnight delivery) will be processed within 2 weeks from the date the application was submitted in accordance with the *Passport Agent's Reference Guide, Handling, Assembling and Mailing of Applications*. When the customer purchases Express Mail to the Department of State, the application (whether routine or expedited) will be sent individually via Express Mail with its own PS Form 5659 and payment. Multiple applications in one customer visit (a family, for example) may be sent in one Express Mail envelope. For the most current passport processing times refer to the Department of State Web site at www.state.gov.
- (3) *Express Mail Purchased by the Customer*. Customers desiring fast service may purchase Express Mail to the passport agency office and/or Express Mail service for delivery of the passport to the customer. When the customer purchases Express Mail service to the Department of State, the application (whether routine or expedited) will be sent individually via Express Mail with its own PS Form 5659 and payment. Multiple applications in one customer visit (a family, for example) may be sent in one Express Mail envelope. For the most current passport processing times refer to the Department of State Web site at www.state.gov.
- b. *PS Form 5659, Daily Passport Application (DS-11) Transmittal*. The completed transmittal is the first page for each grouping of routine or expedited passport applications, with supporting documentation and accompanying payment. It is required by the Department of State. It also is the top sheet on passport applications for which the customer has purchased individual Express Mail from the retail unit to the Department of State designee. It is the log of individual

passport application activity for both the Department of State and the U.S. Postal Service. Accuracy must be ensured during preparation. The following apply:

- (1) Assemble applications in accordance with the *Passport Agent's Reference Guide, Handling, Assembling and Mailing of Applications*.
- (2) Use PS Form 5659, *Daily Passport Application (DS-11) Transmittal*, form available on the Postal Service Intranet Web site (<http://blue.usps.gov/formmgmt/forms.htm>) or available at the Material Distribution Center. The original accompanies the passport applications. Make one copy of the completed PS Form 5659, made by an office copier. This copy is the office copy of the transmittal form which should be retained for 1 year in a secure filing place.
- (3) Complete PS Form 5659, making a separate line entry for each application with associated total Department of State fees, accepted during the day. Also indicate any Express Mail purchased for delivery of the passport from the Department of State to the customer. If an application was sealed after acceptance for the customer to hand carry, list the application on PS Form 5659 and note in Remarks to whom the application was hand carried.
- (4) Enter the Total Fees to Department of State for each application. For multiple applications in a customer visit when one check or money order is prepared (a family), write the total Department of State fees (money order or check amount) on the line for the first application of the group entered on PS Form 5659. Indicate with a bracket which applications are included in the group or family.
- (5) Enter the USPS Acceptance Fee (AIC 264) amount total for the entire transmittal on the bottom of PS Form 5659.
- (6) The *Sales & Service Associate's Initials* column identifies the employee who actually accepted the application when more than one employee is involved.
- (7) Before mailing, verify that all passport applications have been logged on the appropriate PS Form 5659, and verify the accuracy of all entries.
- (8) Before mailing, a supervisor or other employee should review the completed PS Forms 5659 and related applications for accuracy. Then the reviewer initials the *Reviewer Initials* line to indicate concurrence.

(9) Retain a copy of the completed PS Form 5659 at the acceptance unit for 1 year in a secure filing place, and then destroy them.

c. *Daily Mailing of Passport Applications to the Department of State or Designee.* On the day of acceptance, mail all passport applications with attached checks and money orders, supporting documents, and PS Form(s) 5659 to the passport agency office designated location for processing. The following will apply:

- (1) Follow procedures as outlined in the *Passport Agent's Reference Guide*.
- (2) Mail groupings of routine passport applications by Priority Mail with Delivery Confirmation service from the acceptance unit to the Department of State, to provide a record of delivery. Attach the finance copy of the Express Mail label or the customer copy of the Delivery Confirmation receipt to the PS Form 5659 retained at the acceptance location.
- (3) Mail applications separately for each customer purchasing Express Mail service for mailing from the acceptance location to the Department of State.
- (4) Ensure that critical entry times for Express Mail and Priority Mail are met.
- (5) For applications received after the cut-off time and expedited passport applications by Express Mail service, advise the customer of the service time for delivery.

422.282 Individual Sales and Service Associates

Closing Procedures

At closing, the following will apply:

- a. Generate PS Form 1412.
- b. Verify for accuracy, ensuring that the PS Form 1412 amount for AIC 264 and the PS Form 5659 total AIC 264 amounts match.
- c. Retain a copy of PS Form 1412, at the acceptance unit supported by the copy of PS Form 5659.

422.29 Reports, Records, Discrepancies, Forms, and Supplies

422.291 Reports, Records, and Discrepancies

a. *Acceptance Post Office Contact and/or Postmaster.* The following will apply:

- (1) For quality control, each regional passport agency office maintains an informal log of the number and type of errors on applications.
- (2) Errors must be discussed with the responsible employee for immediate corrective action.

(3) Customer complaints about the passport application service received from any source should be analyzed and considered with the error reports to determine additional training requirements.

(4) If either the acceptance office or the regional passport agency office discovers that the Postal Service transmitted an underpayment or overpayment to the Department of State, contact will be made between the two offices to resolve the discrepancy.

(5) Since the Department of State has all the necessary customer information and passport application, when customer contact is required, the Department of State will handle any resolution which is required with the customer, for either overpayment or underpayment. The Department of State will notify the acceptance office when resolution is reached with the customer.

(6) For other administrative discrepancies, when the correct amount was collected from the customer, if the discrepancy cannot be resolved between the passport application acceptance Post Office and the regional passport agency office, then the discrepancy will be directed to the Postal Service district finance manager for resolution with the regional passport agency office. The discrepancy will generally be resolved within 60 days.

b. *District Finance.* The following applies.

(1) *Accuracy of Acceptance Unit Accounting Data.* District Finance has responsibility for verification of accuracy of AIC 264 amounts. Verify that the amounts on PS Form 5659 match the AIC 264 amounts on PS Form 1412 during random verification of supporting documentation. Differences must be resolved with the passport acceptance office. If not, contact the acceptance Post Office for resolution.

(2) *Discrepancy Resolution.* District finance will handle resolution of other administrative discrepancies regarding payment to the Department of State, when the correct amount was collected from the customer. Other functions will provide input and participation as required. The discrepancy will generally be resolved within 60 days.

c. *Area and Headquarters Finance — Resolving Administrative Discrepancies.* The following will apply:

(1) In the event that the discrepancy cannot be resolved by district Finance, it is then directed to the manager, Finance, area office, for resolution with the Department of State.

(2) If the discrepancy cannot be resolved at the area level, then it is directed to the manager of Post

Office Accounting, Headquarters, for resolution with the Department of State, with input from Retail at Headquarters as required.

422.292 Forms and Supplies

a. *Items Used.* In addition to these procedures, PS Form 5659, *Daily Passport Application Transmittal Form*, is available on the intranet at <http://blue.usps.gov/formmgmt/5999.htm>, and the *Passport Agent's Reference Guide* must be printed and placed in a binder for reference. The guide is available on the intranet at <http://blue.usps.gov/marketing/retail/passportdocs.htm>. The following supplies are used for the passport application acceptance program:

Item Number	Title
DS-10	Birth Affidavit
DS-11	Passport Application
DS-60	Affidavit Regarding Change of Name
DS-64	Statement Regarding Lost or Stolen Passport
DS-71	Affidavit of Identifying Witness
DS-82	Application for Passport by Mail
DS-86	Statement of Non-receipt of Passport
DS-3053	Statement of Consent: Issuance of a Passport to a Minor Under Age 14
DS-4085	Application for Additional Visa Pages
DS-5504	Passport Re-Application Form
M-300	Documentation of U.S. Citizens Born Abroad Who Acquire Citizenship at Birth
M-349	Evidence of Citizenship for Persons Born in the United States

Item Number	Title
Sticker	"Expedite"
Handout	2-Parent Consent Requirement

b. *Requisitioning Procedures.* Requisition all items from the Material Distribution Center. Use touch tone order entry (TTOE); call 800-273-1509. All blank forms and related materials are described in the *Passport Agent's Reference Guide*. Do not requisition forms or supplies from Passport Services.

* * * * *

We will incorporate this revision into the next printed edition of the ASM and into the next 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*.
- Then, click on *Manuals*.

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

— *Customer Service Operations, Delivery and Retail and Retail Marketing, Customer Service, 9-13-07*

DMM Revision: Exception to Sacking for Periodicals Mail

Effective September 13, 2007, uncontainerized 5-digit scheme and carrier route Periodicals bundles entered at a destination delivery unit (DDU) are subject to a bundle charge but not a container charge. These standards apply to bundles directly entered at or drop shipped to the DDU and to those entered at the DDU under exceptional dispatch.

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

* * * * *

700 Special Standards

* * * * *

707 Periodicals

* * * * *

22.0 Preparing Nonbarcoded (Presorted) Rate Periodicals

22.1 Basic Standards

22.1.1 General

For letter-size mail, nonletter-size mail in sacks, and palletized mail, the following standards apply:

* * * * *

[Revise the introductory text of item d as follows:]

d. Bundles of nonletter-size pieces must be sacked or palletized (except under 23.4.2) under one of the following:

* * * * *

23.0 Preparing Carrier Route Rate Periodicals

* * * * *

23.4 Preparation — Flat-Size Pieces and Irregular Parcels

* * * * *

[Revise the introductory text of 4.2 by adding “carrier route or 5-digit” to the first sentence as follows:]

23.4.2 Exception to Sacking

Sacking is not required for carrier route or 5-digit bundles prepared for and entered at a DDU when the mailer unloads bundles under 29.5.5. Mail presented under this exception is not subject to the container charge (but is still subject to the bundle charge). Mailers must prepare unsacked bundles as follows:

* * * * *

25.0 Preparing Flat-Size Barcoded (Automation) Rate Periodicals**25.1 Basic Standards****25.1.1 General**

[Revise 1.1 by adding a new last sentence as follows:]

Each piece must meet the physical standards in 301.3.0 or in 26.0. Bundle, sack, and tray preparation are subject to 18.0 through 21.0 and this section. Trays and sacks must bear the appropriate barcoded container labels under 708.6.0. Pieces may be prepared in bundles that are not placed in sacks or pallets only as provided in 23.4.2.

* * * * *

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

— Mailing Standards,
Pricing and Classification, 9-13-07

DMM Revision: Correction of Rate Level Column Headings

Effective September 13, 2007, we are further clarifying the table for rate level column headings for our documentation standards to add appropriate rate codes for Standard Mail® machinable letters sorted to automation area distribution center (AADC) and mixed AADC in the *Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM®) 708.1.3*.

These changes will be incorporated in our September update of the DMM as noted below. Mailers may make these related changes to their software at the time of their regularly scheduled updates.

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

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700 Special Standards

* * * * *

708 Technical Specifications**1.0 Standardized Documentation for First-Class Mail, Periodicals, Standard Mail, and Flat-Size Bound Printed Matter**

* * * * *

1.3 Rate Level Column Headings

The actual name of the rate level (or corresponding abbreviation) is used for column headings required by 1.2, Format and Content, and shown below:

* * * * *

- b. Presorted First-Class Mail, barcoded and nonbarcoded Periodicals flats, nonbarcoded Periodicals letters, and machinable and nonmachinable Standard Mail:

[Revise rate text in item b to include entries for AADC and mixed AADC Standard Mail machinable letters as follows:]

Rate	Abbreviation
Presorted [First-Class Mail letters/cards, flats, and parcels]	Presort
5-Digit [First-Class Mail parcels, all Standard Mail and Periodicals letters]	5D
3-Digit [First-Class Mail parcels, all Standard Mail and Periodicals letters]	3D
AADC [Standard Mail Machinable letters]	AB
ADC [First-Class Mail parcels, Standard Mail nonmachinable letters, flats, irregular parcels and NFMs; and all Periodicals]	AD
Basic [In-County Periodicals]	BS
Mixed AADC [Standard Mail machinable letters]	MB
Mixed ADC [Standard Mail nonmachinable letters, flats, irregular parcels and NFMs; and all Periodicals]	MD
Mixed ADC [First-Class Mail parcels]	SP
BMC [Standard Mail machinable parcels and NFMs 6 ounces and over]	BMC
Mixed BMC [Standard Mail machinable parcels and NFMs 6 ounces and over]	MBMC
Firm [Outside-County Periodicals]	FB

* * * * *

We will incorporate these revisions into the next printed version of the DMM and into the monthly update of the

online DMM available via Postal Explorer® at <http://pe.usps.com>.

— *Mailing Standards, Pricing and Classification, 9-13-07*

DMM Revision: New “Electronic Service Requested” Endorsement

Effective September 13, 2007, the Postal Service™ is introducing a new endorsement “Electronic Service Requested” that mailers may place on mailpieces when using either traditional Address Change Service (ACS) or OneCode ACS™.

The endorsements “Address Service Requested” and “Change Service Requested” are the only ancillary service endorsements mailers can currently use with ACS or OneCode ACS. The purpose of the new endorsement is to provide mailers a way to receive more electronic notices of address correction or reasons for nondelivery. The Electronic Service Requested endorsement will provide Postal Service employees the visual recognition to direct an Undeliverable as Addressed mailpiece to a Computerized Forwarding System (CFS) or Postal Automated Redirection System (PARS) site for processing. It enhances visual recognition of ACS mail whether the mailer uses traditional ACS (with the Participant ID and optional keyline) or OneCode ACS with an Intelligent Mail® barcode.

Electronic Service Requested is an endorsement for use on ACS mailpieces only. This endorsement provides visual recognition for Postal Service employees and directs Postal Service software to provide electronic corrections. The mailer’s requested action can only be provided through electronic means via CFS or PARS. Mailers will request the *actual* service choice they want (Address Service Requested or Change Service Requested) through data contained in their ACS mailer profile (for traditional ACS users), or in an Intelligent Mail barcode (for OneCode ACS users). Postal Service software in CFS or PARS will access the mailer’s profile and produce the correct handling of the mail.

Mailers not enrolled in ACS or using OneCode ACS must continue to use traditional ancillary service endorsements on mailpieces, as appropriate.

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

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500 Additional Mailing Services

* * * * *

507 Mailer Services

1.0 Treatment of Mail

* * * * *

1.5 Treatment for Ancillary Services by Class of Mail

1.5.1 First-Class Mail and Priority Mail

* * * * *

[Revise the last sentence in the introductory text of item 1.5.1f as follows:]

- f. ***The only endorsements permitted for use on First-Class Mail and Priority Mail valid ACS pieces are “Address Service Requested,” “Change Service Requested” or “Electronic Service Requested” subject to the following:

* * * * *

Exhibit 1.5.1

Treatment of Undeliverable First-Class Mail and Priority Mail

[Add a new endorsement in Exhibit 1.5.1 between “No endorsement” and “Address Service Requested” as follows:]

MAILER ENDORSEMENT	USPS TREATMENT OF UAA PIECES
“Electronic Service Requested”	In all cases: Mailpiece is directed to a Computerized Forwarding System (CFS) or Postal Automated Redirection System (PARS) site for processing. “Address Service Requested” and “Change Service Requested” handling instructions and options are required to be predefined within the ACS mailer profile data. OneCode ACS mailers are also required to insert this service request through a valid service type code in an Intelligent Mail barcode (IMB). The service type code in the IMB will take precedence over the instructions in the mailer account profile.

1.5.2 Periodicals

Exhibit 1.5.2

Treatment of Undeliverable Periodicals

[Add a new mailer endorsement in Exhibit 1.5.2 between “No endorsement” and “Address Service Requested” as follows:]

MAILER ENDORSEMENT	USPS TREATMENT OF UAA PIECES
“Electronic Service Requested”	In all cases: Mailpiece is directed to a Computerized Forwarding System (CFS) or Postal Automated Redirection System (PARS) site for processing. Handling instructions and options are required to be predefined within the ACS mailer profile data. OneCode ACS mailers are also required to insert this service request through a valid service type code in an Intelligent Mail barcode (IMB). The service type code in the IMB will take precedence over the instructions in the mailer account profile.

1.5.3 Standard Mail

Exhibit 1.5.3a

Treatment of Undeliverable Standard Mail

[Add a new mailer endorsement in Exhibit 1.5.3a between “No endorsement” and “Address Service Requested” as follows:]

MAILER ENDORSEMENT	USPS TREATMENT OF UAA PIECES
“Electronic Service Requested”	In all cases: Mailpiece is directed to a Computerized Forwarding System (CFS) or Postal Automated Redirection System (PARS) site for processing. “Address Service Requested” and “Change Service Requested” handling instructions are required to be predefined within the ACS mailer profile data. OneCode ACS mailers are also required to insert this service request through a valid service type code in an Intelligent Mail barcode (IMB). The service type code in the IMB will take precedence over the instructions in the mailer account profile.

1.5.4 Package Services

Exhibit 1.5.4

Treatment of Undeliverable Package Services Mail

[Add a new mailer endorsement in Exhibit 1.5.4 between “No endorsement” and “Address Service Requested” as follows:]

MAILER ENDORSEMENT	USPS TREATMENT OF UAA PIECES
“Electronic Service Requested”	In all cases: Mailpiece is directed to a Computerized Forwarding System (CFS) or Postal Automated Redirection System (PARS) site for processing. “Address Service Requested” and “Change Service Requested” handling instructions are required to be predefined within the ACS mailer profile data. OneCode ACS mailers are also required to insert this service request through a valid service type code in an Intelligent Mail barcode (IMB). The service type code in the IMB will take precedence over the instructions in the mailer account profile.

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

DMM Revision: Using Simplified Addresses

Effective September 13, 2007, we are revising mailing standards to expand mailers' options when using simplified addresses. Mailers may choose to use simplified addresses, such as "Postal Customer," instead of complete names and addresses, when mailing to all boxholders or all families on rural routes or highway contract routes. Mailers will have the following expanded options when preparing enhanced carrier route mailpieces with simplified addresses:

- Mailers may place carrier route bundles of flats or irregular parcels directly on 3-digit, 5-digit, or 5-digit scheme pallets or in sacks.
- Mailers may prepare bundles without facing slips when the top piece of each bundle bears the correct route number and ZIP Code™.
- Mailers may address pieces using "Residential Customer" instead of "Postal Customer" when they desire delivery only to families.

We will include these changes in the next revision of the *Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM®)*, but mailers may begin to mail under these revised standards immediately.

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

* * * * *

600 Basic Standards for All Mailing Services

* * * * *

602 Addressing

* * * * *

3.0 Use of Alternative Addressing

* * * * *

3.2 Simplified Address

3.2.1 Use — Rural and Highway Contract Routes, P.O. Boxholders

[Revise 3.2.1 to allow mailers to use "Residential Customer" when mailing to only families on Rural Routes or highway contract routes as follows:]

The simplified address format ("Postal Customer") may be used on mail only when complete distribution is made to each family (household residence) or boxholder on a rural or highway contract route at any post office or to all post office boxholders at a post office without city carrier service. The following also applies:

- a. Mailers may use a more specific address, such as "Rural Route Boxholder," for mail intended to all

boxholders on a rural route, followed by the name of the post office and state. The word "Local," instead of the post office and state name, is optional; however the Postal Service recommends using the post office and state name for mail not dropshipped directly to a destination delivery unit.

- b. Mailers may use "Residential Customer" to indicate that delivery is desired to residential addresses only on rural route or highway contract routes.
- c. See 703.6.0 for congressional mail.

* * * * *

3.2.3 Mail Preparation

[Revise 3.2.3 to allow bundles on pallets and to remove the facing slip requirement when mailings include the route number and ZIP Code on each piece, as follows:]

Mailers must prepare letter-size pieces in trays. Mailers must prepare flat-size pieces and irregular parcels in carrier route bundles in sacks or directly on pallets. Bundles, sacks, or trays may be placed on 3-digit, 5-digit, or 5-digit scheme pallets under 705.8.10. In addition to the required simplified address, each bundle must bear a facing slip showing the desired distribution (for example, 5-digit ZIP Code and route number) or the top piece of each bundle must include the route number and ZIP Code. Mailers may obtain delivery statistics for routes as described in 509.1.0. The following also applies:

- a. All pieces must be in the same processing category.
- b. Mailers must mark pieces according to 102, 202, 302, or 402.
- c. Mailers must prepare all pieces for the same carrier route in bundles of 50, so far as practicable. If the pieces are bundled in quantities other than 50, mailers must show the actual number of pieces on the facing slip or on the top piece of the bundle.
- d. If selective distribution is desired, the mailer must include enough pieces to cover the routes selected.

* * * * *

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

IMM Revision: Redeeming International Reply Coupons

Effective October 11, 2007, we are revising *Mailing Standards of the United States Postal Service, International Mail Manual (IMM®)* to reflect current procedures in our redemption/exchange policy for international reply coupons (IRCs).

As of October 11, 2007, customers will no longer be able to redeem U.S.-origin international reply coupons issued before 2002. Customers will be able to exchange U.S.-origin IRCs bearing the expiration date of December 31, 2006, until September 1, 2008. These coupons may be exchanged for postage in the amount of the sale price minus \$0.01. The IRC for the Universal Postal Union (UPU), Item 330700, either U.S.-origin or foreign-origin, will be the only IRC currently redeemable.

Note: This policy change is for U.S.-origin IRCs. A policy change for IRCs issued by foreign postal administrations was published in articles titled “IMM and Publication 51 Revisions: Redeeming International Reply Coupons” in *Postal Bulletin* 22193 (11-9-06, pages 81–83) and in *Postal Bulletin* 22197 (1-4-07, pages 40–42). Those articles stated that customers were no longer able to redeem or exchange the following foreign-origin IRCs at U.S. Post Offices® after January 1, 2007:

- IRCs issued before 2002.
- IRCs bearing an expiration date of December 31, 2006.

(U.S.-origin IRCs are distinguishable from foreign-origin IRCs because they bear the legend “Amérique (Etats-Unis)” on the front side.)

Current UPU IRC



Front



Back

Mailing Standards of the United States Postal Service, International Mail Manual (IMM)

	*	*	*	*	*
3	Extra Services				
	*	*	*	*	*
370	Supplemental Services				
	*	*	*	*	*
372	International Reply Coupons				
	*	*	*	*	*
372.4	Processing Requests				
	*	*	*	*	*

[Revise item d to read as follows:]

- d. As of October 11, 2007, only international reply coupons printed by the Universal Postal Union can be

redeemed at U.S. Post Offices. The valid version of the international reply coupons printed by the Universal Postal Union is approximately 3.75 inches by 6 inches, has a barcode on the back, and has an expiration date of December 31, 2009. This policy is for international reply coupons issued by the United States as well as for those issued by foreign postal administrations.

* * * * *

We will incorporate this revision into the printed version of IMM 35 and also into the online version of the IMM, which can be accessed via Postal Explorer® at <http://pe.usps.com>.

— Global Business Development,
Global Business Management, 9-13-07

(Continued on page 53.)

Pull-Out Information

Fraud

Domestic Order

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

State, City ZIP Code	Name and Address Covered	Product
MI, Lake Orion 48362-1582	David S. Moore d/b/a Demor-Rion Co., 540 Lapeer Road #401	Work at home ads scheme

— Judicial Officer, 9-13-07

Withholding of Mail Orders

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

State, City ZIP Code	Names and Addresses Covered
CA, Burbank 91504-2660	Any and all of various names including Del Sole Diagnostics Services, 2829 N. Glenoaks Boulevard, #119-106
CA, Dublin 94568-0848	Any and all names, P.O. Box 2848
CA, Livermore 94550-5928	Any and all names, 1141 Catalina Drive PMB 315
CA, Newcastle 95658-9420	Any and all names except the surname Booth, 407 Uncle Joes Lane
CA, Oakland 94606-2715	Any and all names except Meuy Saepfan, Nai Hang Saeteun, Cheo Sengphan, Nai Saepfan, Swendolyn Safier Wong, Naiseng Saepfan, and Nay Phon, 2522 11th Avenue
CO, Lakewood 80214-5705	Any and all of various names, 2000 Wadsworth Boulevard, #107
GA, McDonough 30253-3725	Any and all of various names, 289 Jonesboro Road, #133
NH, Nashua 03060-5245	Any and all of various names other than the surname Saunders, 131 Daniel Webster Highway, PMB 536
NJ, East Orange 07017-5302	Any and all names except John E. Greer, Jr., 61 4th Avenue, PMB 8
NJ, Newark 07105-2712	Any and all names, 198 Ferry Street, PMB 37
NJ, Newark 07105-2712	Any and all names, 198 Ferry Street, PMB 42
NY, New York 10036-3602	Any and all of various names including Global Replica and Dan Thomas, 676A 9th Avenue, #223
OH, Cincinnati 45239-8600	Any and all of various names other than the surname Bryant, 3291 N. Bend Road, Suite B
UT, West Jordan 84084-3495	Any and all of various names, 6914 S. Redwood Road, #247
VT, Brattleboro 05302-0474	Any and all of various names other than the surname Gladstone, P.O. Box 474
VT, Brattleboro 05302-1792	Any and all of various names other than the surname Gladstone, P.O. Box 1792

— Judicial Officer, 9-13-07

Apply Before You Fly



Get a
PASSPORT
application today

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 Agreement make up the Corporate Account Number.

005082	029809	079094	106458	119011	192828	317151	337201	462100	601285	752224	891749	907623
005302	040132	079994	108542	119037	192904	317327	338037	462858	601586	752269	891751	907627
005533	044001	080052	108605	119101	192997	321191	338146	462978	601942	754011	891823	907656
005635	046064	080115	108613	119205	193140	322058	338201	463070	601996	756001	891952	907665
005669	047198	080549	108722	119248	193332	322061	338280	464032	602680	757180	891970	907711
005705	051031	080591	108919	119273	193683	322112	339054	464037	603198	760022	891990	907783
005837	054297	080631	109032	119276	193722	322152	339265	464039	604675	761003	895045	907786
005947	055075	080633	109541	119319	195056	322188	340367	465139	605049	761037	895108	907792
007155	055092	080704	111137	119323	196076	322348	344019	466549	605154	761325	900202	907818
007303	055121	085075	111407	119394	198049	322426	344087	466613	605610	761845	900255	907822
008116	055122	085084	112018	119405	198054	322431	344106	467031	606495	762016	900299	907836
008213	057120	085483	112020	119429	198241	322439	344143	467082	607323	762018	900404	907838
008463	060110	085497	112021	119437	210028	322543	349064	467101	608409	763070	900406	907866
008514	060218	085821	112023	119442	210035	322549	349531	468355	608413	770233	900408	907902
008612	060915	088331	112026	119447	210060	322559	349870	468403	610165	770615	900617	907907
008973	061375	088419	112028	119454	210601	322564	361348	468424	613134	770749	903145	907928
009478	061716	088744	113186	119473	210621	322573	363030	473133	617170	770907	903284	913135
010725	063430	089236	113368	119491	210732	322579	363143	474035	618139	771484	903662	913581
011389	064066	089913	115011	119497	210740	322616	365057	480303	620031	773485	903697	914439
014353	064506	090057	115015	119504	212377	322654	370040	480455	630011	775059	904237	917020
015248	065146	090649	115082	119549	212838	322821	372619	480719	630018	775274	904771	917167
015321	065167	090753	115090	119560	220283	322885	379289	481931	630022	775278	904772	917193
015390	065313	091643	115095	119572	220294	322887	397030	482196	631236	775325	904795	917225
015547	065499	092737	115934	119591	220301	322912	402300	483009	641068	778004	906107	917296
015673	065665	092756	117011	119593	223033	322929	402316	485340	641159	779105	906184	917308
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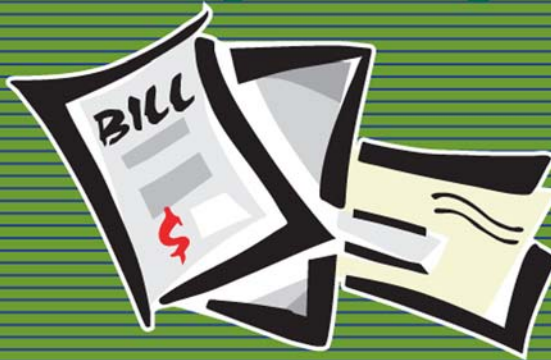
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— Product Information Requirements, Product Development, 9-13-07

DID YOU KNOW?

82% of Americans prefer their bills by mail so they have copies to keep.

**Source:
Envelope
Manufacturers
Association.**



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

Do Not Cash — Upon Receipt, Notify Local Postal Inspectors

This listing will be provided to all Postal Service™ employees responsible for accepting and cashing postal money orders. All interim notices should be destroyed when the numbers listed appear in the *Postal Bulletin*. The

actual serial numbers consist of the first 10 digits on the money orders. Check for altered dollar amounts by holding money orders to the light.

010 504 1932	to	1999	044 087 3457	to	3499	088 404 5584	to	5699	389 846 3104	to	3135
011 582 1889	to	1899	044 087 4000	to	4099	089 358 2248	to	2257	389 846 3145	to	3195
011 588 2900	to	3099	045 524 4121	to	4298	093 106 9346	to	9355	389 887 9211	to	9230
012 579 5675	to	5699	046 800 9870	to	9899	093 203 0500	to	0599	389 887 9234	to	9299
013 289 6176	to	6199	047 352 4000	to	4099	093 684 3630	to	3699	390 001 3182	to	3199
013 610 0014	to	0099	048 383 7650	to	7659	094 081 5074	to	5099	390 001 3500	to	3699
014 932 1000	to	1099	048 396 3647	to	3699	094 580 7062	to	7099	390 545 5974	to	5999
014 972 0800	to	0899	051 142 0755	to	0799	094 639 4200	to	4299	391 104 6146	to	6199
015 363 0065	to	0099	051 774 8857	to	8899	095 070 7186	to	7199	391 574 1466	to	1499
017 028 3200	to	3299	051 781 2875	to	2885	095 354 6864	to	6899	391 783 3020	to	3599
018 569 5333	to	5399	051 977 7010	to	7023	097 224 1350	to	1599	391 792 6100	to	6199
018 986 5264	to	5299	052 058 7115	to	7199	100 160 3800	to	3899	392 668 2956	to	2999
019 518 2814	to	2899	057 670 0563	to	0599	104 667 6400	to	6499	392 854 8500	to	8899
020 698 5159	to	5199	058 187 3836	to	3899	104 876 8937	to	8999	393 584 7566	to	7699
020 844 7307	to	7399	058 591 1153	to	1299	114 866 5368	to	5397	393 650 0074	to	0099
020 972 8948	to	8999	058 895 3746	to	3799	210 221 0548	to	0599	393 838 8316	to	8499
022 021 9110	to	9181	059 986 0814	to	0899	227 275 9400	to	9999	393 893 6007	to	6099
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022 527 9201	to	9210	063 491 8122	to	8199	273 775 7700	to	7899	394 189 0405	to	0599
023 637 7169	to	7199	063 916 9968	to	9999	302 000 0000	to	9999	394 822 3243	to	3278
024 380 4100	to	4199	064 091 4500	to	4599	349 746 2056	to	2099	394 990 1810	to	1899
024 496 6870	to	6896	065 255 7909	to	7999	350 518 7350	to	7374	395 343 3264	to	3299
025 092 0987	to	0999	065 392 6345	to	6399	360 011 1690	to	1699	395 373 3035	to	3099
025 369 5535	to	5599	066 099 2014	to	2099	360 168 6008	to	6099	395 396 9649	to	9799
025 729 1151	to	1199	066 648 2880	to	2899	360 173 8800	to	8899	395 970 3240	to	3299
025 729 1643	to	1799	066 787 3639	to	3699	360 324 2326	to	2399	397 622 4054	to	4099
026 492 3180	to	3199	066 845 7500	to	9999	362 861 3064	to	3099	397 819 8902	to	8999
027 361 0430	to	0499	067 093 3869	to	3899	373 006 2176	to	2199	398 149 7200	to	7699
027 369 4482	to	4495	068 895 0334	to	0399	374 768 2600	to	2699	399 070 0872	to	0899
027 671 8762	to	8776	070 724 4488	to	4499	375 169 4400	to	4599	399 156 7119	to	7199
027 787 9886	to	9899	070 841 9181	to	9199	375 829 3400	to	3499	399 203 5064	to	5099
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028 100 8069	to	8099	070 916 1340	to	1399	376 196 0911	to	0999	399 396 8935	to	8999
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030 701 3442	to	3499	072 675 8287	to	8299	380 165 1165	to	1199	401 045 1571	to	1599
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034 394 1000	to	1099	078 174 4475	to	4499	381 645 9525	to	9599	401 382 5312	to	5399
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406 733 3000	to	3999	425 298 2352	to	2399	453 603 7841	to	7891	469 666 9900	to	9999
407 545 1557	to	1599	425 418 4269	to	4299	453 650 1140	to	1199	469 678 1900	to	1999
407 594 0412	to	0599	425 418 4405	to	4499	453 741 1300	to	1399	469 781 4900	to	4999
407 692 9100	to	9299	426 547 4566	to	4599	454 013 2919	to	2999	469 947 6960	to	6999
407 959 2190	to	2199	427 412 6337	to	6499	454 186 2411	to	2499	470 755 5800	to	5818
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408 682 8484	to	8599	429 889 2900	to	2999	454 547 7434	to	7499	472 270 2555	to	2599
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411 922 2322	to	2399	433 003 5800	to	5899	457 333 2686	to	2699	475 167 9667	to	9699
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412 395 8599	to	8699	433 765 4003	to	4099	457 937 8615	to	8699	475 319 3649	to	3799
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419 543 0286	to	0299	443 800 9335	to	9399	462 277 8373	to	8399	479 748 9680	to	9699
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421 116 3565	to	3599	450 620 3135	to	3199	463 808 3484	to	3499	482 527 1500	to	1599
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490 721 6000	to	6099	609 825 4100	to	4115	633 588 7173	to	7182	648 163 5300	to	5499
490 793 1500	to	2099	609 884 2981	to	2999	634 725 0700	to	0799	648 722 5283	to	5299
490 886 8171	to	8199	609 893 1000	to	1099	634 803 3239	to	3299	648 892 3164	to	3199
490 977 9221	to	9240	610 092 3200	to	3299	634 807 2474	to	2499	649 100 3989	to	3999
491 258 8100	to	9099	610 582 4200	to	4299	634 827 5900	to	5999	649 647 0370	to	0399
491 567 1376	to	1399	611 879 6939	to	6999	634 886 3428	to	3499	649 647 0522	to	0599
492 254 4800	to	4899	612 291 8013	to	8099	635 559 3449	to	3499	649 647 5237	to	5399
492 283 5100	to	5199	612 751 5171	to	5199	636 289 6214	to	6299	649 647 9100	to	9299
492 610 6813	to	6899	612 751 5226	to	5299	636 634 8007	to	8042	649 666 7800	to	8299
493 394 5568	to	5599	612 751 6083	to	6099	637 150 1200	to	1299	650 114 7707	to	7719
493 470 2562	to	2599	612 751 6268	to	6299	637 562 5828	to	5899	650 130 3400	to	3599
493 473 7700	to	7799	612 751 6572	to	6599	638 042 1647	to	1699	650 213 0406	to	0499
493 716 2153	to	2199	612 774 2111	to	2199	638 049 4984	to	4999	650 555 1749	to	1799
494 206 2972	to	2999	612 774 2254	to	2299	638 318 1115	to	1199	650 564 1900	to	1999
494 217 3446	to	3999	612 774 2500	to	2599	638 318 1453	to	1499	650 627 4212	to	4299
494 224 0500	to	0599	614 469 0979	to	0999	638 885 0000	to	0299	650 736 2043	to	2099
495 145 0600	to	0699	614 474 3000	to	3099	638 903 4362	to	4373	650 739 1540	to	1699
496 209 7425	to	7499	614 521 3490	to	3499	639 415 1929	to	1999	651 741 4415	to	4499
496 213 8728	to	8799	614 645 1800	to	1899	639 415 2019	to	2099	651 882 2800	to	2899
496 474 5226	to	5248	614 832 1100	to	2099	639 420 6200	to	6299	652 754 6317	to	6399
497 053 8517	to	8699	615 017 7505	to	7599	639 469 3517	to	3799	653 131 4945	to	4999
497 854 8673	to	8699	617 711 6609	to	6699	639 605 2143	to	2199	653 426 3300	to	3399
498 449 8888	to	8899	617 760 5266	to	5299	639 657 8600	to	8799	653 455 4874	to	4899
498 929 8285	to	8499	617 813 3601	to	3699	640 289 7500	to	7599	654 238 0000	to	0399
498 936 5310	to	5399	618 840 9200	to	9299	640 289 7700	to	7999	654 404 3065	to	3092
499 016 5425	to	5499	619 551 7229	to	7299	641 170 4420	to	4499	654 962 2900	to	3199
499 440 8575	to	8899	619 859 3000	to	3099	641 318 3133	to	3199	655 103 5081	to	5199
499 731 6717	to	6799	620 073 9400	to	9499	641 378 6500	to	6999	655 523 2600	to	2999
500 064 1858	to	1869	621 614 7907	to	7930	641 383 8739	to	8799	656 305 2448	to	2499
500 070 5725	to	7799	621 614 7932	to	7999	641 877 3187	to	3299	657 347 4438	to	4999
600 645 3223	to	3299	621 648 8021	to	8199	641 877 3310	to	3399	657 710 8100	to	8999
601 339 1200	to	1399	621 648 8500	to	8599	642 355 8094	to	8199	657 780 0985	to	0999
601 653 5884	to	5899	621 904 8351	to	8599	642 355 8308	to	8999	658 586 1400	to	1499
601 661 7700	to	7799	621 916 1978	to	1989	642 900 0018	to	0099	658 877 8000	to	8199
601 682 5343	to	5399	622 989 8032	to	8099	643 030 6254	to	6299	658 880 8000	to	8199
601 928 1600	to	1699	623 076 9300	to	9399	644 066 0882	to	0899	659 398 7300	to	7399
602 512 2972	to	2999	623 819 5006	to	5099	644 069 0600	to	0699	659 706 8113	to	8199
602 555 2400	to	2799	623 895 8200	to	8399	644 077 7506	to	7699	659 846 7837	to	7899
602 829 7061	to	7099	623 917 0000	to	0099	644 085 8157	to	8199	660 510 4100	to	4199
603 483 9572	to	9599	623 917 0200	to	0299	644 112 9839	to	9899	660 673 0400	to	0599
603 490 7200	to	7299	624 468 5288	to	5299	644 373 9083	to	9099	661 488 5000	to	5099
603 678 7100	to	7199	624 665 3162	to	3198	644 380 1460	to	1499	661 609 9100	to	9199
603 678 7662	to	7699	625 088 6735	to	6799	644 733 4715	to	4799	661 716 9420	to	9499
603 678 7902	to	7999	625 916 9500	to	9799	644 900 9712	to	9799	661 906 6522	to	6599
603 678 8418	to	8499	625 968 8956	to	8999	644 901 0109	to	1299	662 021 8332	to	8399

662 068 0700	to	0899	687 601 0973	to	0999	702 821 5730	to	5799	842 226 0685	to	0695
662 553 0774	to	0799	687 614 6774	to	6799	702 821 5805	to	5899	842 685 4600	to	4699
663 078 7034	to	7099	688 120 9000	to	9999	702 844 6975	to	6994	842 685 4742	to	4999
663 763 5300	to	5399	688 314 3107	to	3191	702 846 6331	to	6399	842 860 0300	to	0399
663 883 7039	to	7499	690 291 1361	to	1371	702 848 3900	to	3999	842 898 5582	to	5599
663 938 9200	to	9299	690 788 2877	to	2899	702 857 7302	to	7499	843 062 7100	to	7199
664 253 8000	to	8499	690 893 5344	to	5399	702 878 0114	to	0199	843 077 6288	to	6299
664 656 3055	to	3099	690 893 5512	to	5599	703 364 1707	to	1799	843 077 6378	to	6399
665 174 6400	to	6499	690 904 1300	to	1599	740 002 7710	to	7719	843 758 5769	to	5778
665 274 8208	to	8299	690 941 6000	to	6199	740 241 9049	to	9099	843 786 2554	to	2699
665 669 5400	to	5499	691 313 6383	to	6399	740 255 1718	to	1799	845 656 8165	to	8199
666 132 8226	to	8299	691 313 6600	to	6699	740 374 7416	to	7499	845 727 2100	to	2199
666 696 2209	to	2299	691 582 8003	to	8099	740 470 2420	to	2443	845 746 2618	to	2635
666 696 2309	to	2399	691 664 1800	to	1999	740 523 7432	to	7449	846 390 7531	to	7599
667 032 9300	to	9399	691 664 2400	to	2499	740 535 1555	to	1580	846 918 0572	to	0599
667 729 5529	to	5599	692 727 9362	to	9399	740 684 0620	to	0800	847 237 7690	to	7699
668 383 8400	to	8699	692 798 1800	to	1899	740 701 6105	to	6114	847 284 2481	to	2499
670 368 3400	to	3499	693 249 0779	to	0799	740 705 9790	to	9799	847 374 7055	to	7065
670 369 7336	to	7399	693 249 0877	to	1699	740 726 6400	to	6500	847 374 7055	to	7065
670 750 7169	to	7199	693 445 0566	to	0999	740 765 3306	to	3399	847 636 5304	to	5399
671 046 6200	to	6399	693 448 8500	to	8999	740 774 8434	to	8499	847 700 5447	to	5499
671 251 5448	to	5499	693 645 9583	to	9599	740 786 1885	to	1899	847 723 7500	to	7599
671 926 5600	to	5799	693 965 4200	to	4299	740 790 5989	to	5999	849 485 3427	to	3499
672 444 2000	to	2999	695 741 2906	to	2999	740 827 7578	to	7594	849 520 9850	to	9899
672 828 3410	to	3499	695 947 8518	to	8599	740 917 7490	to	7499	849 608 1357	to	1399
673 167 5776	to	5799	696 662 8247	to	8299	805 885 8411	to	8499	849 792 2600	to	2699
675 464 3700	to	3799	697 447 8285	to	8296	806 087 1100	to	1499	850 546 1862	to	1899
675 464 4000	to	4199	698 042 4816	to	4899	806 268 9275	to	9299	851 143 6826	to	6844
676 365 5958	to	5999	698 131 2138	to	2157	806 534 3400	to	3477	851 209 9880	to	9899
676 669 1024	to	1099	698 227 0000	to	0099	807 342 3283	to	3399	851 928 9221	to	9299
677 126 6734	to	6799	700 065 2570	to	2599	808 086 7100	to	7199	852 589 6560	to	6599
677 333 9979	to	9999	700 065 4800	to	4899	808 090 3440	to	3499	853 049 3646	to	3699
677 466 1088	to	1099	700 190 3350	to	3359	808 325 5161	to	5699	854 304 4089	to	4999
678 071 4500	to	4799	700 228 6048	to	6099	808 784 8000	to	8299	854 529 2200	to	2299
678 096 7531	to	7599	700 650 0452	to	0499	830 125 0672	to	0699	854 532 0000	to	2999
679 909 2578	to	2599	700 666 1323	to	1349	830 602 5800	to	5999	855 001 6204	to	6249
680 112 9565	to	9599	700 786 9106	to	9142	830 610 3700	to	3799	855 319 9364	to	9399
680 244 0903	to	0999	700 859 0744	to	0758	830 983 3500	to	3599	855 361 3390	to	3399
680 412 6046	to	6099	701 028 6780	to	6899	830 983 3635	to	3699	856 226 0490	to	0499
680 761 6800	to	6899	701 213 3900	to	3999	831 354 1387	to	1399	856 656 5800	to	5999
681 677 0540	to	0699	701 267 2000	to	3999	831 815 8240	to	8299	856 752 0200	to	0299
682 070 1029	to	1099	701 335 7312	to	7399	832 525 3810	to	3899	857 111 1352	to	1399
682 956 6280	to	6299	701 369 2005	to	2050	833 159 1884	to	1899	857 279 3450	to	3499
682 956 6490	to	6599	701 499 2260	to	2299	833 456 2567	to	2599	857 843 4000	to	4099
682 956 6700	to	6799	701 503 2247	to	2299	833 566 3015	to	3071	858 124 7644	to	7699
682 965 1178	to	1199	701 541 2271	to	2299	834 130 5200	to	5299	858 756 3111	to	3299
682 965 1201	to	1299	701 553 6557	to	6599	834 316 5444	to	5499	859 063 8200	to	8699
683 118 2389	to	2399	701 578 7460	to	7469	834 354 8747	to	8766	859 190 0600	to	0644
683 378 2000	to	2099	701 578 7475	to	7499	834 354 8824	to	8838	859 437 5538	to	5599
683 378 2117	to	2299	701 601 3457	to	3499	835 269 5700	to	5799	859 811 2888	to	2899
683 415 1200	to	1499	701 605 5913	to	5999	835 496 7303	to	7399	859 855 8873	to	8999
683 444 8159	to	8199	701 695 3982	to	3999	835 539 5200	to	5999	860 240 8520	to	8599
685 154 7780	to	7789	701 695 4148	to	4199	835 813 3015	to	3099	860 275 3900	to	3999
685 297 7645	to	7699	701 695 4227	to	4299	837 672 8967	to	8999	860 518 9629	to	9699
685 623 5264	to	5299	701 708 1741	to	1799	837 784 3282	to	3299	860 600 0021	to	0999
685 650 9487	to	9499	701 736 3966	to	3999	838 176 8377	to	8399	861 158 2350	to	2599
685 669 4200	to	4299	701 838 2800	to	2899	838 518 1257	to	1299	861 367 5400	to	5499
685 757 8452	to	8499	701 941 0600	to	0699	839 718 8257	to	8299	861 637 6010	to	6099
686 071 2694	to	2799	702 171 1603	to	1699	840 323 0600	to	0699	861 979 7292	to	7499
686 176 3333	to	3354	702 195 5109	to	5199	840 875 6235	to	6299	862 216 6100	to	6199
686 372 3200	to	3299	702 254 9300	to	9399	840 910 0900	to	0999	862 263 9213	to	9299
686 644 5879	to	5899	702 264 7569	to	7599	841 349 5000	to	5099	862 271 0800	to	0999
686 899 1371	to	1399	702 519 0513	to	0524	841 805 7747	to	7899	862 271 5000	to	5099
686 931 7636	to	7699	702 713 1800	to	1809	841 805 7944	to	8099	863 871 5138	to	5199

863 949 5300	to	5399	902 089 1253	to	1299	911 400 8948	to	8999	920 771 5321	to	5399
864 088 8200	to	8299	902 198 9769	to	9799	911 508 1620	to	1799	920 857 5500	to	5899
864 426 3972	to	3999	902 948 1269	to	1299	911 509 9310	to	9399	920 864 3480	to	3499
864 520 6117	to	6136	902 985 0833	to	0899	911 523 3000	to	3999	920 963 4567	to	4599
865 151 0526	to	0599	903 370 6934	to	6999	912 057 9922	to	9999	921 333 7400	to	7499
865 500 4034	to	4099	904 600 6523	to	6599	912 882 0563	to	0899	921 477 3762	to	3799
865 883 6082	to	6099	904 892 0378	to	0399	913 605 2218	to	2299	922 278 1048	to	1399
866 004 3000	to	3999	904 892 0648	to	1299	913 709 2429	to	2499	922 280 2019	to	2099
866 442 4100	to	4899	905 056 2216	to	2299	913 818 3501	to	3999	922 280 2233	to	2299
867 366 9108	to	9118	905 510 6647	to	6799	914 063 4300	to	4399	922 773 0459	to	0499
867 633 7403	to	7499	905 510 6900	to	7099	914 346 7621	to	7644	923 032 7000	to	7399
867 737 5623	to	5699	905 794 0000	to	0199	914 453 1366	to	1399	923 045 3630	to	3699
868 169 4529	to	4599	905 794 0288	to	0299	914 529 6185	to	6299	923 484 3600	to	3699
868 173 8400	to	8599	905 873 6900	to	6999	914 896 4658	to	4699	923 493 9403	to	9599
868 514 9000	to	9099	905 873 7100	to	7299	915 187 8774	to	8779	923 493 9681	to	9699
868 566 9200	to	9299	905 880 8900	to	8999	915 300 2783	to	2799	923 604 4424	to	4499
869 387 1150	to	1199	905 889 7100	to	7199	915 546 6822	to	6999	923 810 7800	to	8299
869 505 3500	to	3599	906 158 1508	to	1599	915 646 5183	to	5199	924 252 1200	to	1299
869 523 7033	to	7099	906 558 8812	to	8899	915 671 3963	to	3980	924 252 1400	to	1499
869 800 0000	to	9999	906 982 2214	to	2299	915 671 3982	to	3999	924 533 0711	to	0799
870 054 4814	to	4899	907 725 8500	to	8599	915 675 2217	to	2299	924 533 2343	to	2399
870 491 4812	to	4849	907 815 0216	to	0257	916 440 3377	to	3399	924 533 2428	to	2499
870 536 5820	to	5829	908 622 4225	to	4235	916 670 6352	to	6399	924 685 1957	to	1999
870 541 7167	to	7239	908 936 9254	to	9299	916 682 5300	to	5399	924 946 6300	to	6699
870 575 8155	to	8999	909 100 1787	to	1799	916 694 1414	to	1499	925 333 5900	to	6099
870 589 0485	to	0494	909 100 1900	to	2099	916 703 0802	to	0821	925 336 2300	to	2399
870 691 7060	to	7099	909 355 0422	to	0499	917 089 0709	to	0799	926 432 5907	to	5999
872 028 4850	to	4899	909 568 8900	to	9099	917 089 0842	to	0899	926 436 3600	to	3699
872 029 9306	to	9399	909 568 9300	to	9499	917 216 2928	to	2999	928 197 8100	to	8199
872 100 0445	to	0459	909 725 7307	to	7399	917 370 6300	to	6499	928 197 8283	to	8299
900 556 4178	to	4199	909 833 0947	to	0999	917 486 4900	to	4999	928 856 2059	to	2068
900 845 0044	to	0099	910 219 8631	to	8699	918 460 0602	to	0699	930 219 1722	to	1799
900 936 0217	to	0299	910 265 1100	to	1199	918 951 7231	to	7299	930 335 7810	to	7819
900 936 0435	to	0499	910 471 7273	to	7299	919 519 2786	to	2799	931 097 9259	to	9299
901 058 5255	to	5280	910 536 2505	to	2599	919 536 0770	to	0799	931 156 1502	to	1579
901 273 1082	to	1099	910 958 7499	to	7599	919 814 3095	to	3199	931 156 1600	to	1625
901 287 5143	to	5199	911 140 1000	to	2199	919 915 2774	to	2787	931 156 1671	to	1699
901 291 2789	to	2799	911 245 2545	to	2599	920 155 4662	to	4687	932 506 6400	to	6599
901 525 7122	to	7199	911 268 9077	to	9099	920 309 9039	to	9199	932 957 2300	to	2399

— Mail Theft and Violent Crimes Group, Postal Inspection Service, 9-13-07

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	730 077 683	to	7 840	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	750 071 587	to	1 610
725 987 835	to	7 880	732 472 320	to	2 560	740 011 517	to	1 530	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	762 439 261	to	9 290	773 125 387	to	5 410	800 044 320	to	4 410
752 295 241	to	5 600	762 524 158	to	4 220	773 179 320	to	9 410	800 211 901	to	2 440
752 731 351	to	1 410	762 584 872	to	4 970	773 202 989	to	3 140	800 427 530	to	7 540
752 767 441	to	7 470	762 593 431	to	3 460	773 208 991	to	9 290	800 872 741	to	2 830
753 008 941	to	9 030	763 155 160	to	5 180	773 231 311	to	1 340	801 349 801	to	9 830
753 194 311	to	4 370	763 178 631	to	8 660	773 348 739	to	8 940	801 676 681	to	7 100
753 620 378	to	0 400	763 506 001	to	6 060	773 348 739	to	8 940	802 967 821	to	7 940
754 013 917	to	3 940	763 522 141	to	2 470	773 575 891	to	5 950	803 217 601	to	7 780
754 161 061	to	1 120	763 717 694	to	7 800	773 852 971	to	3 030	803 729 731	to	9 850
754 358 445	to	8 610	763 826 461	to	6 520	775 373 449	to	3 460	803 747 402	to	7 520
754 410 451	to	0 660	763 900 460	to	0 471	789 257 191	to	7 250	804 138 181	to	8 420
754 438 393	to	8 410	763 900 479	to	0 530	790 448 020	to	8 460	804 682 411	to	2 710
754 493 109	to	3 130	763 917 271	to	7 750	790 597 485	to	7 530	805 272 525	to	2 540
754 664 182	to	4 220	764 125 801	to	5 860	790 911 883	to	1 900	805 523 445	to	3 460
754 816 377	to	6 470	764 284 525	to	4 560	791 057 441	to	7 550	805 745 704	to	5 730
755 487 421	to	7 600	764 526 241	to	6 330	791 239 081	to	9 290	806 452 907	to	2 980
755 592 901	to	3 140	764 601 421	to	1 600	791 374 483	to	4 500	806 744 781	to	4 850
755 790 020	to	0 030	764 650 231	to	0 470	791 387 971	to	8 030	806 982 181	to	2 300
755 791 730	to	1 800	764 984 371	to	4 850	791 447 521	to	7 850	807 764 791	to	4 910
755 926 951	to	7 070	765 003 667	to	3 680	791 451 151	to	1 240	808 089 931	to	9 960
755 934 332	to	4 510	765 042 517	to	2 540	791 500 009	to	0 470	808 656 423	to	6 450
755 957 701	to	8 000	765 194 728	to	4 970	791 771 431	to	1 490	808 753 771	to	3 800
755 962 981	to	3 280	765 387 365	to	7 450	792 004 293	to	4 320	809 189 001	to	9 010
756 035 371	to	5 490	765 541 801	to	2 100	792 018 379	to	8 420	809 886 879	to	6 930
756 301 257	to	1 290	765 638 461	to	8 970	792 070 621	to	0 740	809 890 489	to	0 500
756 371 565	to	1 580	765 647 101	to	7 190	792 145 211	to	5 230	810 323 734	to	3 760
756 876 031	to	6 120	765 813 781	to	4 029	792 391 381	to	1 620	810 367 116	to	7 140
756 876 151	to	6 240	765 879 314	to	9 390	792 452 779	to	2 790	810 526 351	to	6 500
756 970 129	to	0 140	765 954 001	to	4 030	792 772 728	to	2 770	810 806 911	to	6 940
757 059 613	to	9 630	766 120 286	to	0 320	792 903 511	to	3 990	810 807 211	to	7 240
757 078 540	to	8 560	766 125 716	to	5 750	793 282 518	to	2 533	811 423 021	to	3 110
757 086 209	to	6 240	766 158 824	to	8 840	794 041 831	to	2 040	811 517 221	to	7 239
757 240 591	to	0 650	766 388 433	to	8 460	794 397 709	to	7 780	811 721 101	to	1 130
757 277 371	to	7 700	766 509 421	to	9 660	794 581 741	to	2 040	812 025 721	to	5 900
757 291 591	to	2 730	766 572 901	to	3 020	794 592 122	to	2 150	812 093 073	to	3 130
757 964 251	to	4 280	766 748 500	to	8 521	795 032 251	to	2 340	812 100 821	to	0 840
758 067 001	to	7 090	767 024 341	to	4 370	795 796 291	to	6 350	812 465 251	to	5 610
758 105 221	to	5 250	767 326 471	to	6 590	796 070 139	to	0 160	812 918 341	to	8 670
758 324 941	to	5 000	767 332 561	to	2 950	796 143 151	to	3 630	812 918 701	to	8 760
758 593 628	to	3 650	768 009 841	to	9 960	796 159 725	to	9 740	813 050 491	to	0 520
758 709 038	to	9 060	768 011 489	to	1 520	796 169 306	to	9 340	813 073 171	to	3 200
758 744 101	to	4 160	768 177 980	to	7 990	796 373 406	to	3 430	813 398 476	to	8 550
758 850 883	to	0 900	768 391 081	to	1 170	796 602 961	to	3 050	813 713 971	to	4 000
758 860 951	to	1 550	768 661 569	to	1 650	796 708 441	to	8 500	814 789 330	to	9 349
759 152 851	to	2 880	769 000 051	to	0 080	796 886 281	to	6 430	814 984 656	to	4 680
759 740 941	to	1 090	769 050 841	to	0 900	796 901 701	to	2 000	815 016 020	to	6 030
760 004 596	to	4 610	769 159 081	to	9 178	796 975 466	to	5 590	815 199 410	to	9 420
760 118 191	to	8 250	769 737 496	to	7 510	797 272 917	to	2 950	815 240 491	to	0 520
760 155 001	to	5 090	769 778 491	to	8 730	797 519 441	to	9 460	815 755 591	to	5 620
760 378 002	to	8 020	769 827 331	to	7 450	797 519 731	to	0 240	815 755 622	to	5 650
760 692 722	to	2 749	770 216 071	to	6 100	797 535 181	to	5 330	815 806 381	to	6 680
761 055 460	to	5 480	770 723 281	to	3 400	798 040 053	to	0 080	816 126 834	to	6 870
761 169 781	to	9 810	770 790 451	to	0 480	798 055 813	to	5 830	816 156 721	to	6 780
761 504 941	to	5 120	770 915 150	to	5 490	798 055 891	to	5 950	816 580 903	to	0 920
761 516 836	to	6 910	771 455 551	to	5 610	798 326 371	to	6 520	816 945 571	to	5 600
761 613 588	to	3 600	771 609 661	to	9 690	798 339 167	to	9 210	817 253 011	to	3 280
761 688 631	to	8 690	771 932 551	to	2 580	798 562 411	to	2 440	817 763 881	to	4 060
761 805 199	to	5 240	772 057 224	to	7 440	798 632 461	to	2 490	818 330 562	to	0 610
761 826 106	to	6 120	772 162 660	to	3 070	798 807 151	to	7 510	818 459 641	to	9 670
761 881 171	to	1 560	772 718 615	to	8 640	798 944 761	to	5 030	818 926 273	to	6 320
761 975 641	to	5 670	772 940 140	to	0 160	799 118 616	to	8 640	818 950 351	to	0 380
761 975 886	to	5 895	772 970 886	to	0 940	799 133 191	to	3 220	818 962 492	to	2 530
762 304 144	to	4 170	773 009 419	to	9 430	799 177 626	to	7 650	819 032 341	to	2 730
762 324 931	to	4 960	773 112 031	to	2 060	799 854 751	to	5 200	819 127 054	to	7 080

819 278 540	to	8 670	820 070 761	to	1 540	821 172 241	to	2 360	822 925 951	to	6 100
819 544 681	to	4 740	820 191 342	to	1 360	821 229 743	to	9 780	823 293 031	to	3 210
819 928 441	to	8 650	820 274 856	to	4 880	821 903 731	to	3 910	824 078 341	to	8 370
820 034 406	to	4 430	820 600 171	to	0 230	821 927 841	to	7 850	825 472 171	to	2 200

— Mail Theft and Violent Crimes Group, Postal Inspection Service, 9-13-07

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, 9-13-07*

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	

— *Mail Theft and Violent Crimes Group, Postal Inspection Service, 9-13-07*

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.

— *Mail Theft and Violent Crimes Group, Postal Inspection Service, 9-13-07*

Overnight and Insured Guaranteed!*



EXPRESS MAIL[®]
service includes
INSURANCE

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



usps.com

Other Information

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, 0730–1600 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 09001	Activate	Immediately	A1-B-B1-C-D-U
APO AE 09002	Activate	Immediately	A1-B-B1-C-D-U
APO AE 09015	Activate	Immediately	A1-B-B1-C-D-U
APO AE 09049	Activate	Immediately	A1-B-B1-C-D-U
APO AE 09075	Activate	Immediately	A1-B-B1-C-D-U
APO AE 09317	Close	Immediately	
APO AE 09610	Add V	Immediately	A1-B-B1-C-F-U-V
APO AE 09749	Delete I-R-R1-Z	Immediately	A-A1-B-B1-F-N-V-Z1

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
09001	A1-B-B1-C-D-U	09067	A1-B-B1-C-D-U	09137	A1-B-B1-C-D-U	09227	A1-B-B1-C-D-U
09002	A1-B-B1-C-D-U	09069	A-A1-B-B1-C-D-U-V	09138	A1-B-B1-C-D-U	09229	A1-B-B1-C-D-U
09003	A1-B-B1-C-D-P-U-V	09074	A1-B-B1-C-D-U	09139	A1-B-B1-C-D-U	09237	A1-B-B1-C-D-U-V
09007	A1-B-B1-C-D-U	09075	A1-B-B1-C-D-U	09140	A1-B-B1-C-D-U	09244	A1-B-B1-C-D-U
09009	A1-B-B1-C-D-U	09076	A1-B-B1-C-D-U	09142	A1-B-B1-C-D-U	09245	A1-B-B1-C-D-U
09012	A1-B-B1-C-D-F-F1-U	09080	A1-B-B1-C-D-U	09143	A1-B-B1-C-D-U	09250	A1-B-B1-C-D-U
09013	A1-B-B1-C-D-F-F1-U-Z1	09081	A1-B-B1-C-D-U	09154	A1-B-B1-C-D-U	09252	A1-B-B1-C-D-U
09014	A1-B-B1-C-D-U	09086	A1-B-B1-C-D-U	09165	A1-B-B1-C-D-U	09261	A1-B-B1-C-D-U-V
09015	A1-B-B1-C-D-U	09089	A1-B-B1-C-D-U	09166	A1-B-B1-C-D-U	09262	A1-B-B1-C-D-U
09021	A1-B-B1-C-D-U	09090	A1-B-B1-C-D-U	09169	A1-B-B1-C-D-U	09263	A1-B-B1-C-D-U
09028	A1-B-B1-C-D-U	09094	A1-B-B1-C-D-F-F1	09172	A1-B-B1-C-D-U	09264	A1-B-B1-C-D-U
09031	A1-B-B1-C-D-U	09095	A1-B-B1-C-D-U	09173	A1-B-B1-C-D-U	09265	A1-B-B1-C-D-N-U
09033	A1-B-B1-C-D-U	09096	A1-B-B1-C-D-U	09175	A1-B-B1-C-D-U	09266	A1-B-B1-C-D-U
09034	A1-B-B1-C-D-U	09099	A1-B-B1-C-D-U	09177	A1-B-B1-C-D-U	09267	A1-B-B1-C-D-U
09036	A1-B-B1-C-D-U	09100	A1-B-B1-C-D-U	09180	A1-B-B1-C-D-U	09301	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09042	A1-B-B1-C-D-U	09102	A1-B-B1-C-D-U	09182	A1-B-B1-C-D-U	09302	A-A1-B-B1-C-C1-E2-F-H1-M-N-R-V-Z1
09045	A1-B-B1-C-D-U	09103	A1-B-B1-D-U	09183	A1-B-B1-C-D-U	09304	A-A1-B-B1-C1-E2-F-H1-M-R-V-Z1
09046	A1-B-B1-C-D-U	09104	A1-B-B1-C-D-U	09185	A1-B-B1-C-D-U	09305	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1
09049	A1-B-B1-C-D-U	09107	A1-B-B1-C-D-U	09186	A1-B-B1-C-D-U	09306	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1
09053	A1-B-B1-C-D-U	09110	A1-B-B1-C-D-U	09201	A1-B-B1-C-C1-D-F-F1-H-M-R-R1-X-Y	09307	A1-B-B1-N-V-Z1
09054	A1-B-B1-C-D-U	09112	A1-B-B1-C-D-U	09211	A1-B-B1-C-D-U	09308	A-A1-B-B1-C1-E2-F-H1-M-R-V-Z1
09056	A1-B-B1-C-D-U	09114	A1-B-B1-C-D-U	09212	A1-B-B1-C-D-U-V		
09058	A1-B-B1-C-D-U	09123	A1-B-B1-C-D-U	09213	A1-B-B1-C-D-U		
09059	A1-B-B1-C-D-U	09126	A1-B-B1-C-D	09214	A1-B-B1-C-D-U		
09060	A1-B-B1-C-D-U	09128	A1-B-B1-C-D-U	09225	A1-B-B1-C-D-U		
09063	A1-B-B1-C-D-L-U	09131	A1-B-B1-C-D-U	09226	A1-B-B1-C-D-U		
		09136	A1-B-B1-C-D				

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09309	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	09498	A1-B-B1-C-C1-F-F1-F2-N-R-R1-T-U-V-Z1	09609	A1-B-B1-C-F-U
09310	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09357	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09499	A1-B-B1-C-C1-U	09610	A1-B-B1-C-F-U-V
09312	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	09501	A1-B-B1-V-V1	09612	A1-B-B1-C-F-U
09314	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	09502	A1-B-B1-V	09613	A1-B-B1-C-F-U-V
09315	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09360	A1-B-B1-V	09503	A1-B-B1-V	09617	A1-B-B1-C-F-U
09316	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09361	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09504	A1-B-B1-V-V1	09618	A1-B-B1-C-F-U
09318	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09363	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09505	A1-B-B1-V-V1	09620	A1-B-B1-C-F-U
09320	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09365	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09506	A1-B-B1-V-V1	09621	A1-B-B1-C-F-U
09321	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	09507	A1-B-B1-V-V1	09622	A1-B-B1-C-F-U
09322	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	09367	A-A1-B-B1-C1-E2-F-H1-M-R-V	09508	A1-B-B1-V	09623	A1-B-B1-C-F-U
09324	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	09370	A-A1-B-B1-C1-E2-F-H1-M-R-V	09509	A1-B-B1-V	09624	A1-B-B1-C-F-U
09327	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09371	A-A1-B-B1-C1-E2-F-H1-M-R-V	09510	A1-B-B1-V	09625	A1-B-B1-C-F-U
09330	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09375	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-V-Z1	09511	A1-B-B1-V	09626	A1-B-B1-C-F-U
09331	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	09517	A1-B-B1-V	09627	A1-B-B1-C-F-U
09332	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	09524	A1-B-B1-V	09630	A1-B-B1-C-F-U-V
09333	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09386	A-A1-B-B1-C1-E2-F-H1-M-R-V	09532	A1-B-B1-V	09631	A1-B-B1-C-F-U
09334	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09387	A-A1-B-B1-C1-E2-F-H1-M-R-V	09534	A1-B-B1-V	09636	A1-B-B1-C-F-U
09336	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	09388	A-A1-B-B1-C1-E2-F-H1-M-R-V	09543	A1-B-B1-V	09642	A1-B-B1-N-U
09337	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09389	A-A1-B-B1-C1-E2-F-H1-M-R-V	09545	A1-B-B1-V	09643	A1-B-B1-U
09338	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09390	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09549	A1-B-B1-V	09644	A1-B-B1-U
09339	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09391	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09550	A1-B-B1-V	09645	A1-B-U
09340	A-A1-B-B1-C1-F-R-V	09393	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09554	A1-B-B1-V	09647	A1-B-B1-N-U
09342	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	09555	A1-B-B1-V	09648	A1-B-B1-N-U-V-Z1
09344	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09409	A1-B-B1-C-C1-U	09557	A1-B-B1-V	09649	A1-B-B1-U
09346	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09420	A1-B-B1-C-C1-U	09564	A1-B-B1-V	09701	A-A1-B-B1-B2-C-C1-D-F-I-M-N-Q-R-R1-T-V-Z-Z1
09348	A-A1-B-B1-C1-E2-F-H1-M-R-R1-U2-V-Z1	09421	A1-B-B1-C-C1-U	09565	A1-B-B1-V	09702	A1-B-B1-C-C1-F1-M-R-R1-U
09350	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09447	A1-B-B1-C-C1-U-V	09566	A1-B-B1-V	09703	A1-B-B1-C-F1-U
09351	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09454	A1-B-B1-C-C1-U-V	09567	A1-B-B1-V-V1	09704	A1-B-B1-C-D-V
09353	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09456	A1-B-B1-C-C1-H-H1-M-Z1	09568	A1-B-B1-V	09705	A1-B-B1-U
09354	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09464	A1-B-B1-C-C1-U	09569	A1-B-B1-V	09706	A1-B-B1-C-N-U-V
09355	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	09468	A1-B-B1-C-C1-U	09570	A1-B-B1-V	09707	A1-B-B1-C-N-U-V
		09469	A1-B-B1-C-C1-U	09573	A1-B-B1-V	09708	A1-B-B1
		09470	A1-B-B1-C-C1-U	09574	A1-B-B1-V	09709	A1-B-B1-F1
		09494	A1-B-B1-C-C1-U	09575	A1-B-B1-V-V1	09710	A1-B-B1-C-C1-F1-M-R-R1-U
		09496	A1-B-B1-C-C1-U-V	09576	A1-B-B1-V	09711	A1-B-B1-F1-Z1
				09577	A1-B-B1-V	09713	A1-B-B1-C-F1
				09578	A1-B-B1-V	09714	A1-B-B1-C-C1-F1-M-R-R1-U
				09579	A1-B-B1-V	09715	A1-B-B1-F1
				09581	A1-B-B1-V	09716	A1-B-B1-C-D-N-U-V
				09582	A1-B-B1-V	09717	A1-B-B1-M-W
				09586	A1-B-B1-V	09718	A1-B-B1-F-I-N-U-V
				09587	A1-B-B1-V-V1	09719	A1-B-B1-C-F1-V
				09588	A1-B-B1-V-V1	09720	A1-B-B1-U-V
				09589	A1-B-B1-V-V1	09721	A1-B-B1-N-U-V-Z1
				09590	A1-B-B1-V	09722	A-A1-B-B1-B2-C-C1-D-F-M-N-R-R1-V-Z-Z1
				09591	A1-B-B1-V-V1	09723	A1-B-B1-N-U-V-Z1
				09593	A1-B-B1-V	09724	A1-B-B1-C-C1-F1-M-R-R1-U
				09594	A1-B-B1-V-V1	09726	A1-B-B1-N-U-V
				09596	A1-B-B1-V	09727	A-A1-B-B1-B2-C-C1-D-F-I-M-N-Q-R-R1-T-V-Z-Z1
				09599	A1-B-B1-V		
				09601	A1-B-B1-C-F-F1-U		
				09602	A1-B-B1-C-F-F1-N-U		
				09603	A1-B-B1-C-F-F1-U		
				09604	A1-B-B1-C-F-F1-U		
				09605	A1-B-B1-C-D-U-V		
				09606	A1-B-B1-C-D-U-V		

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09729	A1-B-B1-N-U-V	09812	A1-B-B1-E2-E3-F-F1-I-N-R-U-V-Z-Z1	34023	A1-B-B1-M-N-V-Z1	96276	A-A1-B-B1
09730	A-A1-B-B1-B2-C-C1-D-F-I-M-N-Q-R-R1-T-V-Z-Z1	09814	A1-B-B1-E2-E3-F-F1-I-N-R-U-V-Z-Z1	34024	A1-B-B1-M-N-V-Z1	96278	A-A1-B-B1-U
09731	A-A1-B-B1-B2-C-C1-F-I-M-N-Q-R-R1-T-V-Z-Z1	09815	A-A1-B-B1-C1-E2-F-H1-M-R-R1-V-Z1	34025	A1-B-B1-F-N-U-V-Z1	96283	A-A1-B-B1-U
09732	A1-B-B1-N-V-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	34030	A1-B-B1-M-N-V-Z1	96284	A-A1-B-B1-U-V
09733	A1-B-B1-V	09819	A-A1-B-F-P-V-Z1	34031	A1-B-B1-M-N-V-Z1	96297	A-A1-B-B1-U
09734	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	34032	A1-B-M-N-V-Z1	96306	A1-B-B1-F-F1-F2-M-W
09735	A1-B-B1-N-V-Z1	09822	A-A1-B-F-V-Z1	34033	A1-B-C-F-M-N-V-Z1	96309	A1-B-B1-M-V-W
09736	A-A1-B-B1-B2-C-C1-D-F-I-M-N-Q-R-R1-T-V-Z-Z1	09823	A-A1-B-F-V-Z1	34034	A1-B-B1-M-N-V-Z1	96310	A1-B-B1-M-W
09737	A-A1-B-B1-B2-C-C1-D-F-I-M-N-Q-R-R1-T-V-Z-Z1	09824	A-A1-B-F-V-Z1	34035	A1-B-B1-H-M-N-V-Z1	96311	A1-B-B1-M-W
09738	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	34036	A1-B-B1-M-N-U-V-Z1	96313	A1-B-B1-F-F1-F2-M-W
09739	A-A1-B-B1-B2-C-C1-D-F-I-M-N-Q-R-R1-T-V-Z-Z1	09827	A-A1-B-B1-F-F1-V	34037	A1-B-B1-C-F-H-I-M-N-V-Z-Z1	96319	A1-B-B1-M-W
09740	A-A1-B-B1-C1-E2-F-F1-M-Z1	09828	A1-B-N-V-Z1	34038	A1-B-B1-M-N-V-Z1	96321	A1-B-B1-F-F1-F2-M-W
09741	A-A1-B-B1-C1-E2-F-F1-H1-M-N-Q-R-R1-T-V-W-Y-Z-Z1	09830	A1-B-B1-C-N-V-Z1	34039	A1-B-N-V-Z1	96322	A1-B-B1-F-F1-F2-M-W
09742	A-A1-B-B1-B2-F-F1-I-M-N-Q-R-T-V-Z-Z1	09831	A1-B-B1-F-N-U-V-Z1	34041	A1-B-B1-M-N-U-V-Z1	96323	A1-B-B1-M-V-W
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	34042	A1-B-B1-D-F-M-N-V-Z1	96326	A1-B-B1-M-W
09744	A-B-B1-B2-C-C1-F-I-M-N-Q-R-R1-T-V-Z-Z1	09833	A1-B-B1-U1-V-Z1	34043	A1-B-B1-D-F-M-N-V-Z1	96328	A1-B-B1-M-W
09746	A-A1-B-B1-C-E1-N-V-Z-Z1	09834	A1-B-B1-V-Z1	34044	A1-B-B1-D-F-M-N-V-Z1	96330	A1-B-B1-M-W
09747	A1-B-B1-F-J-N-U-V-Z1	09835	A-A1-B-B1-V-Z1	34050	A1-B-B1-V	96336	A1-B-B1-M-V-W
09749	A-A1-B-B1-F-N-V-Z1	09836	A-A1-B-B1-C-F-M-V-Z1	34055	A1-B-B1-N-V-Z1	96337	A1-B-B1-M-W
09750	A-B-B1-B2-C-C1-F-I-M-N-Q-R-R1-T-V-Z-Z1	09837	A1-B-B1-V-Z1	34058	A1-B-B1-V-Z1	96338	A1-B-B1-M-W
09751	A1-B-B1-C-D-U-V	09838	A1-B-B1-V-Z1	34076	A1-B-B1-F1-N-V-Z1	96339	A1-B-B1-M-V-W
09777	A-A1-B-B1-C-E1-N	09839	A-A1-B-B1-U-V-Z1	34078	A1-B-B1-F1-N-V-Z1	96343	A1-B-B1-M-W
09780	A-A1-B-B1-F-N-R-V	09840	A-A1-B-B1-V-Z1	34079	A1-B-B1-F1-N-V-Z1	96347	A1-B-B1-F-F1-F2-M-W
09789	A-A1-B-B1-F-N-R-V	09841	A-A1-B-B1-U-Z1	34090	A1-B-B1-V	96348	A1-B-B1-F-F1-F2-M-W
09790	A-A1-B-B1-C1-F-R-V	09842	A-A1-B-B1-Z1	34091	A1-B-B1-V	96349	A1-B-B1-F-F1-F2-M-W
09801	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09844	A-A1-B-B1-C-F-N-U-V-Z1	34092	A1-B-B1-V-V1	96350	A1-B-B1-F-F1-F2-M-W
09803	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-Z1	09852	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-Z1	34093	A1-B-B1-V	96351	A1-B-B1-F-F1-F2-M-W
09804	A-A1-B-B1-F-V-Z1	09853	A1-B-B1-E2-F-H1-R-R1-U2-V-Z1	34095	A1-B-B1-V	96362	A1-B-B1-F-F1-F2-M-W
09806	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09855	A-A1-B-B1-C1-E2-F-H1-R-R1-U2-V-Z1	34098	A1-B-B1-V	96365	A1-B-B1-M-V-W
09807	A-A1-B-B1-C1-E2-F-H1-M-N-R-R1-V-Z1	09858	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-Z1	34099	A1-B-B1-V-V1	96367	A1-B-B1-L-M-W
09808	A-A1-B-B1-C1-E2-F-H1-M-R-V	09865	A-A1-B-B1-V-Z1	96201	A-A1-B-B1	96368	A1-B-B1-M-W
09809	A1-B-B1-V-Z1	09868	A-A1-B-B1-U-V-Z1	96202	A-A1-B-B1-U	96370	A1-B-B1-F-F1-F2-M-W
09811	A1-B-B1-E2-E3-F-H1-N-R-R1-U1-V-Z1	09880	A-A1-B-B1-C1-E2-F-H1-R-R1-U-V-Z1	96203	A-A1-B-B1	96372	A1-B-B1-M-W
		09890	A1-B-B1-E2-F-H1-N-R-R1-U2-V-Z1	96204	A-A1-B-B1	96373	A1-B-B1-M-W
		09892	A-A1-B-B1-E2-F-N-R-R1-V-Z1	96205	A-A1-B-B1-U	96374	A1-B-B1-M-W
		09898	A1-B-B1-E2-F-H1-I-N-R-R1-U2-V-Z1	96206	A-A1-B-B1-U	96375	A1-B-B1-M-W
		34002	A1-B-B1-N-U-Z1	96207	A-A1-B-B1-V	96376	A1-B-B1-M-W
		34006	A-A1-B-B1-C1-F1-N-V-Z1	96212	A-A1-B-B1-U	96377	A1-B-B1-M-W
		34007	A-A1-B-B1-C1-F1-V-Z1	96213	A-A1-B-B1-U	96378	A1-B-B1-M-W
		34008	A-A1-B-B1-C1-F1-V-Z1	96214	A-A1-B-B1-U	96379	A1-B-B1-M-W
		34020	A1-B-B1-M-N-V-Z1	96215	A-A1-B-B1-U-V	96384	A1-B-B1-M-W
		34021	A1-B-B1-M-N-V-Z1	96217	A-A1-B-B1-U-V	96386	A1-B-B1-M-W
		34022	A1-B-B1-D-F-M-N-V-Z1	96218	A-A1-B-B1-U	96387	A1-B-B1-M-W
				96219	A-A1-B-B1-U-V	96388	A1-B-B1-M-W
				96221	A-A1-B-B1-U-V	96401	A1-B-B1-F-N-V-Z1
				96224	A-A1-B-B1-U	96426	A-A1-B-B1-C1-E2-F-H1-M-R-V
				96257	A-A1-B-B1-U	96427	A-A1-B-B1-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1
				96258	A-A1-B-B1-U		
				96259	A-A1-B-B1-U	96501	A-A1-B-B1-N-V
				96260	A-A1-B-B1-U	96507	A-A1-B-B1-F-V
				96262	A-A1-B-B1-U-V	96510	A1-B-B1-I-N-V
				96264	A-A1-B-B1-U	96511	A1-B-B1-I-N-V
				96266	A-A1-B-B1-U	96515	A1-B-B1-F
				96267	A-A1-B-B1-U-V	96517	A1-B-B1-F-U3-V
				96269	A-A1-B-B1-U	96518	A1-B-B1-V
				96271	A-A1-B-B1-U		
				96275	A-A1-B-B1-V		

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96520	A1-B-B1-F-N-U3-V	96557	A1-B-B1-F-M-V	96614	A-A1-B-B1-C1-E2-F-	96667	A1-B-B1-V
96521	A1-B-B1-F-N-U3	96562	A-A1-B-B1-B2-C-C1-D-		H1-I-M-R-R1-U2-V-Z-	96668	A1-B-B1-V-V1
96522	A1-B-B1-F-N-U		E2-E3-F1-G-H-H1-I-M-		Z1	96669	A1-B-B1-V-V1
96530	A-A1-B-B1-H-M-N-U-V		N-R-R1-T-V-Z-Z1	96615	A-A1-B-B1-V	96670	A1-B-B1-V-V1
96531	A-A1-B-B1-H-M-U-V	96595	A1-B-B1-V	96616	A-A1-B-B1-V-Z1	96671	A1-B-B1-V-V1
96534	A-A1-B-B1-F	96598	A1-B-B1-N-V	96617	A1-B-B1-V	96672	A1-B-B1-V
96535	A-A1-B-B1-F-V	96599	A1-B-B1-V	96619	A1-B-B1-V	96673	A1-B-B1-V-V1
96537	A1-B-B1-V	96601	A1-B-B1-V-V1	96620	A1-B-B1-V	96674	A1-B-B1-V-V1
96538	A1-B-B1-V	96602	A1-B-B1-V	96621	A1-B-B1-V	96675	A1-B-B1-V
96540	A1-B-B1-V	96603	A1-B-B1-V	96622	A1-B-B1-V	96677	A1-B-B1-V-V1
96541	A1-B-B1-V	96604	A1-B-B1-V	96624	A1-B-B1-V	96678	A1-B-B1-V
96542	A1-B-B1-V	96605	A1-B-B1-V-V1	96628	A1-B-B1-V	96679	A1-B-B1-V
96543	A1-B-B1-P-V	96606	A1-B-B1-V	96634	A1-B-B1-V	96681	A1-B-B1-V-V1
96544	A1-B-B1-F-N-U3-V	96607	A1-B-B1-V	96643	A1-B-B1-V	96682	A1-B-B1-V-V1
96546	A1-B-B1-F-U3	96608	A1-B-B1-V	96657	A1-B-B1-V	96683	A1-B-B1-V-V1
96548	A-A1-B-B1-H-M-U	96609	A1-B-B1-V	96660	A1-B-B1-V-V1	96686	A1-B-B1-V-V1
96549	A-A1-B-B1-H-M-U	96610	A1-B-B1-V	96661	A1-B-B1-V-V1	96687	A1-B-B1-V-V1
96550	A-A1-B-B1-H-M-U-V	96611	A1-B-B1-V	96662	A1-B-B1-V	96698	A1-B-B1-V-V1
96551	A-A1-B-B1-H-M-U	96612	A1-B-B1-V	96663	A1-B-B1-V		
96553	A-A1-B-B1-H-M-N-U-V	96613	A-A1-B-B1-C1-E2-F-	96664	A1-B-B1-V-V1		
96554	A-A1-B-B1-H-M-U		H1-I-M-R-R1-U2-V-Z-	96665	A1-B-B1-V		
96555	A1-B-B1-F-M-V		Z1	96666	A1-B-B1-V-V1		

RESTRICTIONS

LEGEND

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

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

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

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

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

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.

— *International Network Operations,
Network Operations Management, 9-13-07*

Postal Service PolicyNet

UNITED STATES POSTAL SERVICE

Postal Service PolicyNet

Manuals HBKs MIs PUBs MOPs Forms Posters Notices VMOs VMBs

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Postal Bulletin 22199
2-1-07

POSTAL BULLETIN
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Security of the Mail

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ML Bulletins

Postal policies and procedures are an essential part of every business process. They tell customers how to do business with us, and they give employees information they need to do their jobs. Policies and procedures impact the bottom line of the Postal Service in four ways:

Productivity-- When a task is done correctly, it prevents rework and saves workhours.

Revenue-- When we charge customers the correct amount, we make money.

Legal Liability-- When we comply with federal and state laws and regulations, we avoid fines and penalties.

Customer Service-- When we give correct and consistent answers, our customers are happier.

Defining Policies and Procedures

Policies are:

- Statements of the Postal Service position on an issue.
- Interpretations of how the Postal Service complies with federal, state, and local laws.
- Specific guidelines or standards which must be followed.
- Designed to influence decisions and actions.

Procedures are:

- The official way business is done in the Postal Service.
- A set of established methods of how a task is performed.

This collection is updated when new information becomes available.

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Please send an email to [#policynet](#) with any questions or comments, or call us at 703-292-3557.

**It's your source for
up-to-date information
<http://blue.usps.gov/cpim>**

2007 International and Military Mail Christmas Mailing Dates

To ensure delivery of holiday cards and packages by December 25 to military APO/FPO addresses overseas and to international addresses, we suggest that mail be entered by the recommended mailing dates listed below. Beat the last-minute rush and take your mail to your U.S. Post Office® by these suggested dates. And don't forget you can print postage, labels, and Customs forms online 24/7 using Click-N-Ship® service at www.usps.com/clicknship.

Remember, all mail addressed to military post offices overseas is subject to certain conditions or restrictions regarding content, preparation, and handling. APO/FPO addresses generally require Customs forms. To see a table of active APO and FPO addresses and mailing restrictions by individual APO/FPO ZIP Codes™, go to <http://pe.usps.com> and click *Postal Bulletins* or go to the current issue and see the article "Overseas Military Mail."

Military Mail Addressed to	Express Mail® Military Service (EMMS) ¹	First-Class Mail® Letters/Cards	Priority Mail®	Parcel Airlift Mail (PAL) ²	Space Available Mail (SAM) ³	Parcel Post®
APO/FPO AE ZIPs 090–092	Dec 18	Dec 11	Dec 11	Dec 4	Nov 27	Nov 13
APO/FPO AE ZIP 093	N/A	Dec 4	Dec 4	Dec 1	Nov 27	Nov 13
APO/FPO AE ZIPs 094–098	Dec 18	Dec 11	Dec 11	Dec 4	Nov 27	Nov 13
APO/FPO AA ZIPs 340	Dec 18	Dec 11	Dec 11	Dec 4	Nov 27	Nov 13
APO/FPO AP ZIPs 962–966	Dec 18	Dec 11	Dec 11	Dec 4	Nov 27	Nov 13

- EMMS is available to selected military post offices. Check with your local Post Office to determine if this service is available to your APO/FPO address.
- PAL is a service that provides air transportation for parcels on a space-available basis. It is available for Parcel Post items not exceeding 30 pounds in weight or 60 inches in length and girth combined. The applicable PAL fee must be paid in addition to the regular surface rate of postage for each addressed piece sent by PAL service.
- SAM parcels are paid at Parcel Post postage rate of postage with maximum weight and size limits of 15 pounds and 60 inches in length and girth combined. SAM parcels are first transported domestically by surface and then to overseas destinations by air on a space-available basis.

International Mail Addressed to	Global Express Guaranteed® (GXG) ^{1*}	Express Mail® International (EMS) ^{2*}	Priority Mail® International (PMI) ^{3*}	First-Class Mail® International
Africa	Dec 19	Dec 12	Dec 4	Dec 4
Asia/Pacific Rim	Dec 19	Dec 17	Dec 11	Dec 11
Australia/New Zealand	Dec 19	Dec 17	Dec 11	Dec 11
Canada	Dec 20	Dec 18	Dec 11	Dec 11
Caribbean	Dec 19	Dec 17	Dec 11	Dec 11
Central & South America	Dec 19	Dec 12	Dec 4	Dec 4
Mexico	Dec 19	Dec 17	Dec 11	Dec 11
Europe	Dec 19	Dec 17	Dec 11	Dec 11
Middle East	Dec 19	Dec 17	Dec 11	Dec 11

- GXG is available to over 190 countries via an alliance with Federal Express. See a retail associate at participating locations for a complete list of countries and money-back guarantee details, or go to <http://pe.usps.com>, and click International Rates and Fees, then Country Listing. You can also see the March/April 2007 issue of MailPro at www.usps.com/mailpro. Some restrictions apply. Free shipping supplies are available. Purchase postage online and receive 10% discount.
- EMS is available to over 190 countries with delivery in 3 to 5 average business days. Guaranteed, money-back service is available to Australia, China, Hong Kong, Japan, and Korea (Republic of South). Flat-rate shipping options and free packaging are available. Purchase postage online and receive an 8% discount.
- PMI is available to over 190 countries with delivery in 6 to 10 average business days. Flat-rate shipping options and free packaging are available. Purchase postage online and receive a 5% discount.

*Average number of days may vary based upon origin and destination.

Please post on all bulletin boards.

— International Operations, Global Business, 9-13-07

Add Your Personal Touch



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Thrift Savings Plan Fact Sheet

Returns were updated September 5, 2007.

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
2006	4.93	4.40	4.33	15.79	15.79	15.30	15.28	26.32	26.34

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

2006 MONTHLY 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
Sept	0.35	0.82	0.88	2.58	2.58	0.88	0.91	0.15	0.15
Oct	0.43	0.73	0.66	3.27	3.26	4.99	4.98	3.87	3.89
Nov	0.43	1.08	1.16	1.91	1.90	3.54	3.62	2.96	2.99
Dec	0.34	-0.54	-0.58	1.42	1.40	0.11	0.25	3.11	3.14
2007									
Jan	0.43	0.00	0.04	1.53	1.51	3.14	3.23	1.31	0.68
Feb	0.34	1.53	1.54	-1.95	-1.96	-0.26	-0.25	0.18	0.81
March	0.42	0.00	0.00	1.09	1.12	1.09	1.08	2.57	2.55
April	0.42	0.53	0.54	4.43	4.43	2.51	2.48	3.76	4.44
May	0.34	-0.70	-0.76	3.52	3.49	4.40	4.30	2.54	1.75
June	0.42	-0.27	-0.30	-1.70	-1.66	-1.53	-1.47	0.20	0.12
July	0.50	0.80	0.83	-3.10	-3.10	-4.57	-4.49	-2.39	-1.47
Aug	0.33	1.23	1.23	1.54	1.50	1.38	1.01	-0.71	-1.56
LAST 12 MONTHS	4.86	5.32	5.26	15.21	15.13	16.38	16.39	18.79	18.71

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.

Returns were updated September 4, 2007

L Funds

Annual Returns	L 2040	L 2030	L 2020	L 2010	L Income
2006	16.53	15.00	13.72	11.09	7.59
2006					
Monthly Returns	L 2040	L 2030	L 2020	L 2010	L Income
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
Sept	1.41	1.33	1.17	1.01	0.73
Oct	3.28	2.94	2.51	1.79	1.04
Nov	2.32	2.03	1.78	1.34	0.79
Dec	1.31	1.18	1.17	0.90	0.63
2007					
Jan	1.53	1.42	1.22	0.89	0.63
Feb	-0.64	-0.49	-0.38	-0.14	0.16
Mar	1.34	1.16	1.08	0.89	0.62
Apr	3.28	2.95	2.58	1.76	1.08
May	2.79	2.52	2.15	1.53	0.92
June	-0.92	-0.80	-0.54	-0.20	0.08
July	-2.52	-2.13	-1.75	-0.92	-0.23
Aug	0.90	0.88	0.80	0.73	0.61
LAST 12 MONTHS	14.82	13.65	12.34	9.99	7.28

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

Manuals (Continued)

POM Revision: Mail Recovery Operations

Effective September 29, 2007, the *Postal Operations Manual* (POM) 692.12 and 692.23 are revised to reflect a change in Mail Recovery Center (MRC) service areas. This change will only affect facilities in the states of Arkansas, Louisiana, Michigan, Oklahoma, and Texas; all other service areas remain the same.

Postal Operations Manual (POM)

* * * * *

6 Delivery Services

* * * * *

69 Dead Mail

* * * * *

692 Mail Recovery Centers

692.1 Letter Mail

* * * * *

692.12 MRC Service Areas

[Revise the section as follows:]

The MRC service areas are as follows:

State or Territory	Mail Recovery Center	State or Territory	Mail Recovery Center
Alabama	Atlanta, GA 30378-2400	Nebraska	St. Paul, MN 55169-9514
Alaska	St. Paul, MN 55169-9514	Nevada	St. Paul, MN 55169-9514
Arizona	St. Paul, MN 55169-9514	New Hampshire	Atlanta, GA 30378-2400
Arkansas	St. Paul, MN 55169-9514 ¹	New Jersey	Atlanta, GA 30378-2400
California	St. Paul, MN 55169-9514	New Mexico	St. Paul, MN 55169-9514
Colorado	St. Paul, MN 55169-9514	New York	Atlanta, GA 30378-2400
Connecticut	Atlanta, GA 30378-2400	North Carolina	Atlanta, GA 30378-2400
Delaware	Atlanta, GA 30378-2400	North Dakota	St. Paul, MN 55169-9514
District of Columbia	Atlanta, GA 30378-2400	Ohio	Atlanta, GA 30378-2400
Florida	Atlanta, GA 30378-2400	Oklahoma	St. Paul, MN 55169-9514 ¹
Georgia	Atlanta, GA 30378-2400	Oregon	St. Paul, MN 55169-9514
Guam	St. Paul, MN 55169-9514	Pennsylvania	Atlanta, GA 30378-2400
Hawaii	St. Paul, MN 55169-9514	Puerto Rico	Atlanta, GA 30378-2400
Idaho	St. Paul, MN 55169-9514	Rhode Island	Atlanta, GA 30378-2400
Illinois	St. Paul, MN 55169-9514	Samoa	St. Paul, MN 55169-9514
Indiana	St. Paul, MN 55169-9514	South Carolina	Atlanta, GA 30378-2400
Iowa	St. Paul, MN 55169-9514	South Dakota	St. Paul, MN 55169-9514
Kansas	St. Paul, MN 55169-9514	Tennessee	Atlanta, GA 30378-2400
Kentucky	Atlanta, GA 30378-2400	Texas	St. Paul, MN 55169-9514 ¹
Louisiana	St. Paul, MN 55169-9514 ¹	Utah	St. Paul, MN 55169-9514
Maine	Atlanta, GA 30378-2400	Vermont	Atlanta, GA 30378-2400
Maryland	Atlanta, GA 30378-2400	Virgin Islands	Atlanta, GA 30378-2400
Massachusetts	Atlanta, GA 30378-2400	Virginia	Atlanta, GA 30378-2400
Michigan	St. Paul, MN 55169-9514 ¹	Washington	St. Paul, MN 55169-9514
Minnesota	St. Paul, MN 55169-9514	West Virginia	Atlanta, GA 30378-2400
Mississippi	Atlanta, GA 30378-2400	Wisconsin	St. Paul, MN 55169-9514
Missouri	St. Paul, MN 55169-9514	Wyoming	St. Paul, MN 55169-9514
Montana	St. Paul, MN 55169-9514		

1. Effective September 29, 2007.

* * * * *

692.2 Parcel Mail

693.23 Service Areas

[Revise the section as follows:]

The MRC service areas are as follows:

Bulk Mail Center	Mail Recovery Center
Atlanta	Atlanta, GA 30378-2400
Chicago	St. Paul, MN 55169-9514
Cincinnati	Atlanta, GA 30378-2400
Dallas	St. Paul, MN 55169-9514 ¹ .
Denver	St. Paul, MN 55169-9514
Des Moines	St. Paul, MN 55169-9514
Detroit	St. Paul, MN 55169-9514 ¹ .
District of Columbia	Atlanta, GA 30378-2400
Greensboro	Atlanta, GA 30378-2400
Jacksonville	Atlanta, GA 30378-2400
Kansas City	St. Paul, MN 55169-9514
Los Angeles	St. Paul, MN 55169-9514
Memphis	Atlanta, GA 30378-2400
Minneapolis/St. Paul	St. Paul, MN 55169-9514
New Jersey	Atlanta, GA 30378-2400
Philadelphia	Atlanta, GA 30378-2400
Pittsburgh	Atlanta, GA 30378-2400
St. Louis	St. Paul, MN 55169-9514
San Francisco	St. Paul, MN 55169-9514
Seattle	St. Paul, MN 55169-9514
Springfield	Atlanta, GA 30378-2400

1. Effective September 29, 2007.

* * * * *

Handbooks

Handbook EL-312 Revision: Initial Road Test

Effective September 15, 2007, Handbook EL-312, *Employment and Placement*, is revised to add sections for the new Initial Road Test (Examination 804).

Handbook EL-312, *Employment and Placement*

* * * * *

5 Suitability

51 Employment Eligibility and Suitability

* * * * *

517 Qualifying Tests

* * * * *

[Add the following:]

517.6 Initial Road Test

The Initial Road Test (Examination 804) provides a practical, systematic way to measure an individual's skills and ability to drive safely while performing carrier duties.

517.61 Purpose

The Initial Road Test assesses the basic driving skills that applicants are expected to have before entering rural and

We will incorporate these revisions into the next printed version of the POM and 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.
- Click on *About USPS & News*, then *Forms & Publications*, then *Postal Periodicals and Publications*, and then *Manuals*.

— Corporate Customer Contact,
Consumer Advocate, 9-13-07

city carrier positions. The test reflects the typical, normal driving conditions encountered by carriers. An eligible rating on this examination indicates that the applicant has demonstrated the minimum, basic driving skills expected of a new rural or city carrier.

517.62 Jobs That Require the Initial Road Test

Applicants for city carrier (career and noncareer), career rural carrier (when filled externally), rural carrier associate, and temporary relief carrier are required to achieve an eligible rating on the Initial Road Test. The test is not administered to applicants for motor vehicle operator, tractor-trailer operator, and other jobs that require driving.

517.63 When the Initial Road Test Is Not Required

Examination 804 is not administered when the applicant:

- a. Has earned an eligible rating on the Initial Road Test within the past 2 years. (An eligible rating is valid for a period of 2 years from the date of the examination.)
- b. Is a former career or non-career employee, held a position before separation that requires the Initial Road Test, and has been separated for less than 1 year.

- c. Is an employee applying for a position that requires the Initial Road Test, who currently holds a position that requires the test.

517.64 Screening Before Administering an Initial Road Test

Form 2480 and the appropriate state driving abstracts (see 516.2 and 516.3) must be reviewed and compared to the Table of Disqualifications (Exhibit 516.4) for applicants who potentially will be considered for the carrier jobs listed in 517.62. A determination that an applicant’s driving history meets the eligibility requirements for safe driving must be made before the applicant takes the Initial Road Test. Applicants who are found ineligible (i.e., do not meet the requirements for safe driving) must not be administered the Initial Road Test.

These requirements apply to all applicants for carrier jobs, including external applicants and noncarrier career employees applying for reassignment, change to lower level, or promotion. External applicants applying for jobs that require the Initial Road Test must be administered the test only if they:

- a. Have been determined to be suitable and eligible for employment;
- b. Meet other test requirements; and
- c. Have a driving history that meets the requirements for safe driving.

Applicants for reassignment, change to lower level, or promotion who are not currently in carrier positions but are applying for carrier positions (see 517.62) do not receive screening of driving history for meeting safe driving requirements until they are within range of consideration for reassignment, change to lower level, or promotion.

517.65 Administering the Initial Road Test

The Initial Road Test can be given only by a certified permanent or ad hoc driving safety instructor (DSI) or a certified ad hoc road test examiner (RTE). When scheduling the Initial Road Test, the *Test Orientation Guide* is provided to the applicants so that they will know how to prepare for and what to bring to the test. The DSI or RTE gives the test on a prepared test route using the *Directions for Conducting the Initial Road Test*.

517.66 When Applicants for Carrier Positions Can Be Selected

If a job requires the Initial Road Test, then only an applicant who has an eligible rating on the test may be selected for that job (see 517.62). Applicants are not administered the Initial Road Test unless a determination has been made that they meet safe driving requirements (see 517.64).

If they currently do not hold a carrier position, applicants for reassignment, change to lower level, or promotion to a carrier position (see 517.62) must qualify on the Initial Road Test before being considered for the requested action. These applicants are not administered the Initial Road Test unless a determination has been made that they meet safe driving requirements (see 517.64). If an employee fails the Initial Road Test, that employee is not eligible for consideration for the vacancy and must wait for the next open position to retake the examination.

517.67 Scoring Procedures

Procedures for scoring the Initial Road Test are contained in the *Directions for Scoring Road Tests*. Test results are stored by the National Test Administration Center.

517.68 Processing Applicants on Registers

When an applicant from a register obtains an eligible rating on the Initial Road Test, that applicant may be selected for employment and given a job offer. If an applicant receives an ineligible rating, status code DRU is entered on the hiring worksheet to inactivate that applicant for the vacancy. (See Exhibit 523 for processing instructions.) An applicant who receives an ineligible rating can be given another chance to take the Initial Road Test only if his or her name is reached for employment consideration for a different office. An applicant who receives an ineligible rating on a conventional register does not get a second opportunity unless that applicant’s name is reached for potential consideration on a different register.

* * * * *

52 Determining Eligibility and Suitability

* * * * *

523 Negative Eligibility or Suitability Decision

* * * * *

Exhibit 523
Disqualification Processing

[After “English Competence,” add “Initial Road Test” as follows:]

Disqualification category	If on Hiring Worksheet,* use close by admin — enter status, use code:	Change applicant — register status and enter:	Change applicant — prescreening use:	Also provide applicant with:
* * * * *				
Initial Road Test	DRU	No action	No action	Notice of Rating
* * * * *				

* * * * *

We will incorporate these revisions into the next online edition of Handbook EL-312, 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*.
- On PolicyNet, click on *HBKs*.

(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.
- Click on *About USPS & News*, then *Forms & Publications*, then *Postal Periodicals and Publications*, and then *Handbooks*.

— *Selection, Evaluation, and Recognition, Employee Resource Management, 9-13-07*



Publications

Publication 51 Revision: Redeeming International Reply Coupons

Effective October 11, 2007, we are revising Publication 51, *International Postal Rates and Fees*, to reflect current procedures in our redemption/exchange policy for international reply coupons (IRCs).

As of October 11, 2007, customers will no longer be able to redeem U.S.-origin international reply coupons issued before 2002. Customers will be able to exchange U.S.-origin IRCs bearing the expiration date of December 31, 2006, until September 1, 2008. These coupons may be exchanged for postage in the amount of the sale price minus \$0.01. The IRC for the Universal Postal Union (UPU), Item 330700, either U.S.-origin or foreign-origin, will be the only IRC currently redeemable.

Note: This policy change is for U.S.-origin IRCs. A policy change for IRCs issued by foreign postal administrations

was published in articles titled “IMM and Publication 51 Revisions: Redeeming International Reply Coupons” in *Postal Bulletin* 22193 (11-9-06, pages 81–83) and in *Postal Bulletin* 22197 (1-4-07, pages 40–42). Those articles stated that customers were no longer able to redeem or exchange the following foreign-origin IRCs at U.S. Post Offices® after January 1, 2007:

- IRCs issued before 2002.
- IRCs bearing an expiration date of December 31, 2006.

(U.S.-origin IRCs are distinguishable from foreign-origin IRCs because they bear the legend “Amérique (Etats-Unis)” on the front side.)

Current UPU IRC



Front



Back

Publication 51, *International Postal Rates and Fees*

* * * * *

Miscellaneous Services

* * * * *

International Reply Coupons

* * * * *

[Revise the second paragraph of this section to read as follows:]

As of October 11, 2007, only international reply coupons printed by the Universal Postal Union can be redeemed at U.S. Post Offices. The valid version of the international

reply coupons printed by the Universal Postal Union is approximately 3.75 inches by 6 inches, has a barcode on the back, and has an expiration date of December 31, 2009. This policy is for international reply coupons issued by the United States as well as for those issued by foreign postal administrations.

* * * * *

We will incorporate this revision into the next printed version of Publication 51 and also into the online version of Publication 51, which can be accessed via Postal Explorer® at <http://pe.usps.com>.

— Global Business Development,
Global Business Management, 9-13-07

Publication 431 Revision: Changes to Post Office Box Service and Caller Service Fee Groups

Effective September 13, 2007, Publication 431, *Post Office Box Service and Caller Service Fee Groups*, is revised with the changes noted below.

Publication 431, *Post Office Box Service and Caller Service Fee Groups*

* * * * *

[Add the following entries:]

ZIP Code	Fee Group
23102	3
37314	3
76908	5
80401	5
80403	4

[Revise the fee groups for the following ZIP Codes™ to read as follows:]

ZIP Code	Fee Group
00931	4
41838	6
48229	4

[Remove the entries for the following ZIP Codes:]

ZIP Code	ZIP Code	ZIP Code	ZIP Code
15250	55120	55580	56303
15251	55126	55581	56304
15255	55161	55582	56327
15257	55166	55584	56357
15264	55168	55585	56371
15268	55169	55586	56375
15274	55172	55587	56380
15278	55177	55588	56389
15286	55182	55589	56430
15605	55190	55590	56459
38257	55191	55591	56641
50043	55305	55592	56658
50307	55348	55593	56659
50454	55436	55595	56688
50481	55550	55596	58501
50620	55552	55597	58503
50649	55555	55598	58504
50936	55556	55602	58505
50940	55557	55701	83723
50947	55559	55702	98222
50950	55560	55725	
50980	55561	55747	
50981	55562	55802	
51017	55563	55804	
51344	55564	55805	
52036	55566	55812	
52066	55567	55906	
52149	55568	55968	
52727	55569	56006	
52759	55570	56064	
54012	55571	56076	
54640	55573	56118	
54818	55574	56132	
54834	55575	56165	
54845	55576	56210	
55002	55577	56246	
55078	55578	56272	
55083	55579	56287	

* * * * *

We will incorporate these revisions into the online version of Publication 431, which 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*.
- Click on *PUBs*.

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

— *Value Added and Special Services, Product Development, 9-13-07*

Management Instructions

New Management Instruction: External Recruitment and Selection for Executive and Administrative Service Positions

Management Instruction (MI) EL-350-3007-3, *External Recruitment and Selection for Executive and Administrative Service Positions*, is now available and is effective immediately. This new MI provides instructions, in alignment with policies in Handbook EL-312, *Employment and Placement*, for filling executive and administrative service (EAS) positions from external applicant pools.

MI EL-350-2007-3 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*.
- On PolicyNet, click on *MIs*.

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

— *Selection, Evaluation, and Recognition, Employee Resource Management, 9-13-07*

New Management Instruction: Asbestos-Containing Building Materials Control Program

Management Instruction (MI) EL-890-2007-2, *Asbestos-Containing Building Materials Control Program*, is now available; it is effective immediately. This MI aligns Postal Service™ policy and procedures with federal regulations to enable compliance with regulatory requirements. The MI also:

- Documents organizational changes.
- Cites recommended training courses.
- Provides updated references to relevant organizations.
- Renders MI EL-810-98-1, *Asbestos-Containing Building Materials Control Program*, obsolete.

Handbook AS-556, *Asbestos Management Guide*, is being updated to reflect the changes in MI EL-890-2007-2.

MI EL-890-2007-2 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 PolicyNet, click on *MIs*.

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

— *Safety and Environmental Performance Management, Employee Resource Management, 9-13-07*

Forms

Revised PVDS Forms: PS Form 8125 and PS Form 8125-C

[Editor's Note: This article was first published in *Postal Bulletin* 22212 (8-2-07) on pages 76–79. Inadvertently, it appeared in the “Finance” section rather than in the section for “Policies, Procedures, and Forms Updates.” This article is an exact reprint of the previously published article.]

The Postal Service™ has revised PS Form 8125, *Plant-Verified Drop Shipment (PVDS) Verification and Clearance*, and PS Form 8125-C, *Plant-Verified Drop Shipment (PVDS) Consolidated Verification and Clearance*. The edition date for both revised forms is July 2007. Images of the revised forms appear on pages [61–63](#) in this issue of the *Postal Bulletin*.

Many of the changes are cosmetic in nature, correcting obsolete references to *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®) and other service offerings whose names have changed. However, business mail entry acceptance personnel and drop shipment coordinators need to be aware of the following significant changes regarding these forms:

- Block 15 on PS Form 8125 and Block 16 on PS Form 8125-C now require the SCF/ADC/BMC/ASF designator and ZIP Code™ from the DMM label list for the mailing presented. On PS Form 8125, the instructions for block 15 also reflect this information.
- On both forms, block 28 now requires the facility name, address, city, state, and ZIP + 4® for the entry office as found in the Drop Ship product. This block also notes that appointments or shipments with 100% Periodicals can be presented whenever the destination facility is open and staffed. On PS Form 8125, the instructions for block 28 provide an Internet source for the Facility Access and Shipment Tracking (FAST™) system mail direction search to obtain a facility's entry information.

Mailers who create and present PS Form 8125-CD, *Plant-Verified Drop Shipment (PVDS) Consolidated Verification and Clearance — DSMS*, should adjust their forms to reflect these changes.

Electronic versions of the revised PS Form 8125 and PS Form 8125-C are currently available online on the Postal Service PolicyNet Web site:

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

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

They are also available on the Postal Service Internet:

- Go to usps.com.
- Click on *All Products & Services*, then *Forms*, then *Find a Form*, and then *Plant Verified Drop Shipment (PVDS) for Standard Mail Forms*.

Mailers may use printouts of these revised forms immediately. Before November 1, 2007, mailers may continue to use the previous editions of these forms — for PS Form 8125, the previous edition is dated October 2005, and for PS Form 8125-C, the previous edition is dated January 2006.

Starting November 1, 2007, mailers must use the revised forms when presenting drop shipments.

Only PS Form 8125 will be available from the Material Distribution Center, but the revised edition is not available yet. When it is available, we will publish an article in the *Postal Bulletin* announcing its availability and providing the ordering information. Please do not place orders for the revised edition of PS Form 8125 before the availability announcement is published in the *Postal Bulletin*.

— Business Mail Acceptance,
Customer Service, 9-13-07

United States Postal Service® Plant-Verified Drop Shipment (PVDS) Verification and Clearance This form available at www.usps.com				1. Requested In-Home Delivery Date (3-day window)	2. Drop Ship Appointment Number
See Instructions on Reverse					
3. Mailer Name		4. FAST Scheduler ID	5. Mailer Contact Name		6. Mailer Contact Telephone (Include area code)
7. Origin Plant Location (City, state, ZIP+4®)			8. Check One <input type="checkbox"/> Identical-Weight Pieces. Weight of a Single Piece _____ lbs. <input type="checkbox"/> Nonidentical-Weight Pieces		
9. Class of Mail <input type="checkbox"/> Periodicals <input type="checkbox"/> Std. Mail <input type="checkbox"/> Package Services <input type="checkbox"/> International (Specify class) _____		10. Product or Publication Title or Names	11. Total Gross Weight of Shipment (Verified at origin office)		
12. Type of Mail Processing Category (Check all that apply) <input type="checkbox"/> Letters <input type="checkbox"/> Automation Compatible <input type="checkbox"/> Irregular Parcels <input type="checkbox"/> Flats <input type="checkbox"/> Machinable Parcels <input type="checkbox"/> Nonmachinable Parcels					
13. Pallets					
a. No. Pallets of Trays _____		b. No. Pallets of Sacks _____	c. No. Pallets of Parcels _____	d. No. Pallets of Bundles _____	13e. Non-Palletized Containers
Mailer Information Optional if Pallet Presort is Known	i. 5-Digit				i. No. of Bundles
	ii. 5-D Scheme				ii. No. of Trays
	iii. 5-D CR				iii. No. of Sacks
	iv. 5-D Scheme CR				iv. No. of Parcels
	v. 3-D				v. No. of Other (Describe)
	vi. All Other				
14. Entry Discounts Claimed <input type="checkbox"/> DDU <input type="checkbox"/> DBMC <input type="checkbox"/> Mailing Includes Pieces For Delivery Outside Service Area of Entry Office. (Check all that apply) <input type="checkbox"/> DSCF <input type="checkbox"/> International Service Center (ISC) <input type="checkbox"/> DADC <input type="checkbox"/> Other (International):					
15. Comments -- Record SCF/ADC/BMC/ASF designator(s) and ZIP Code(s) from the DMM label list for mailing presented or attach register.					
16a. Contact at Company Making Drop Ship Appointment (If other than mailer and if known when completing this form)				16b. Telephone	
17. Origin Post Office™ (City, state, and ZIP+4)			26a. Name of USPS® Employee Verifying Mail		26b. Employee's Telephone Number (Include area code)
18. Verified at <input type="checkbox"/> DMU (Mailer's plant) <input type="checkbox"/> BMEU or Post Office			26c. Signature of Verifying Employee		27. Round Stamp (Required)
19. Permit Number	20. Postage Payment Method (Except for Periodicals) <input type="checkbox"/> Permit <input type="checkbox"/> Stamped <input type="checkbox"/> Meter		26d. USPS Contact Name (If other than verifying employee)		
21. Total Pieces	22. Total Weight of Mailing				
23. Vehicle PVDS Seal Number	24. Vehicle ID Number				
25. Comments			33. Load Condition Irregularities (Check all that apply) <input type="checkbox"/> Broken Pallets <input type="checkbox"/> Mailings are not Separated by Form 8125 <input type="checkbox"/> Container Counts do not Match Form 8125 <input type="checkbox"/> Overweight Pallets <input type="checkbox"/> Damaged Mail <input type="checkbox"/> Pallets Too Tall <input type="checkbox"/> Improper Mail Makeup <input type="checkbox"/> Incorrect Mail Class <input type="checkbox"/> Load Unsafe <input type="checkbox"/> Other (Describe in item 32) <input type="checkbox"/> Incorrect Appointment Type		
28. Entry Office (Facility name, address, city, state and ZIP+4® code as found in the Drop Ship Product.) Note: Appointments with 100% Periodicals can be presented whenever the destination facility is open and staffed.			34. Scan the barcode upon receipt.		
29a. USPS Receiving Employee Signature		29b. USPS Receiving Employee Name			
30. Date/Time of Arrival		31. Date/Time of Departure			
32. Comments (NOTE: Enter bedload discrepancies as percentages and pallet discrepancies as pallet counts.)					

Definitions and Features

The purpose of this form is to prove to the entry facility that the mail being presented by the mailer or mailer's agent was verified and paid for at origin.

Plant-verified drop shipment (PVDS) enables origin verification and postage payment for shipments that a mailer transports from the mailer's plant to destination Post Offices™ where the prepaid and pre-verified shipments are accepted by the Postal Service™ as mail.

Postal Service employees verify PVDS mailings for classification, rate eligibility, preparation, volume, and presort either at the mailer's plant or at the origin Post Office serving the mailer's plant.

Standards for PVDS shipments are in *Domestic Mail Manual* (DMM™) 705.15. Information about destination entry discounts for each class of mail are in DMM 200, 300, 400, Enter and Deposit.

Appointments to deposit PVDS mailings at entry offices are required for Standard Mail® and Package Services. Advance notification of Periodicals drop shipments must be provided in the Facility Access and Shipment Tracking (FAST) system.

Instructions for Mailer

The mailer must submit an original and at least 1 copy of PS Form 8125, or an approved facsimile with each PVDS mailing presented for verification and postage payment to the origin verifying Post Office (or detached mail unit) completed as described below. Submit the original Form 8125, after being signed and round stamped by the origin verifying Post Office, to the entry Post Office with the PVDS mailing it represents. PS Form 8125 is not required for PVDS mailings sent via Express Mail® or Priority Mail® Open and Distribute.

Completing Form 8125

1. Requested In-Home Delivery Date: If this box is completed, the mailer or mailer's agent should deposit the mailing at the entry office in time to meet the delivery window. Delivery within this window is not guaranteed.
2. Drop Shipment Appointment Number: The appointment number is required and may be added by the mailer or mailer's agent after the Form 8125 is signed and dated by the origin Post Office but before the PVDS mailing is presented to the destination Post Office.
- 3-16. The Mailer Information section identifies the mail preparer and appointment scheduler and provides a description of the mail to be deposited at the destination entry facility listed in item 28. The mailer must complete all items in the Mailer Information section except for items 13i-vi. (if pallet presort is known).
 - In items 5 & 6 (and items 16a and 16b, if necessary), list the name and telephone number of a mailer contact who is familiar with the subject mailing and who can resolve problems that may arise at the entry office.
 - In items 13, report the mail as configured for verification and as it will be presented to the entry office (for example, if trays are on pallets, show the number of pallets with trays). If a mailing consists of a combination of palletized and non-palletized mail, report each segment correctly in this item. Identifying pallet presort levels is optional.
 - In item 14, show all entry discounts claimed for pieces in the mailing. A single mailing may contain pieces subject to different entry discounts (no more than one entry discount may be claimed for any individual piece).
 - In item 15, you may show other mailer information (for example, sequence number for a postage statement, manifest, or PS Form 8125). Mailer must record SCF/ADC/BMC/ASF designator(s) and ZIP Code(s) from the DMM label list for mailing presented or attach register.
28. Enter the facility name, address, city, state and ZIP+4® code as found in the Drop Ship product where the PVDS mailing will be entered. All entry discounts must be based on entry at this facility. To review facilities entry information, go to <https://fast.usps.com/fast/> (No login required) and click on Reports and then click on Mail Direction Search - Go.

Submitting Mailing and PS Form 8125 to Entry Post Office

The mailer or mailer's agent must submit original of this Form 8125 (with the original signature and round stamp of the origin Post Office) with the PVDS mailing presented for acceptance to the entry postal facility shown in item 28. Submit a second copy if you want one signed by the entry office and returned for your records.

The mailing presented to the entry office must be configured as reported under item 13 and must match the other information on PS Form 8125 as validated by the origin Post Office (verifying office).

Mail must not be reconfigured in containers after verification at origin. This ensures that the entry office is able to reconcile the information on the PS Form 8125 with the mail being presented for acceptance. For example, mail verified and reported as non-palletized sacks or trays (rather than as sacks or trays prepared on pallets) must be presented to the entry Post Office in the same configuration.

Consolidators must not take mail received from mailers as non-palletized sacked or trayed mailings (reported on Forms 8125 as non-palletized mailings) and place the mail on pallets or in other containers after verification (for reasons such as facilitating transportation) because the entry office will be unable to reconcile the mail with the PS Forms 8125 representing the mail. For example, if an agent places on pallets 10 sacks from one mailing and 15 sacks from another mailing reported on PS Forms 8125 as non-palletized sacks, then there would be no PS Form 8125 representing one pallet of 25 sacks, and the destination entry office may refuse or delay acceptance of the mail.

Instructions for Origin Post Office (Office Where PVDS Mailing Is Verified)

Be sure the mailer has completed all required items in the Mailer Information section and item 28.

After verifying that all information is correct, complete the Origin Post Office section. Items 23 and 24 are optional.

Sign and round stamp this form. Return original and a copy (if submitted by mailer) to the mailer. Retain a copy in your files for 1 year.

Instructions for Destination Entry Post Office or Delivery Unit

Either remove the PS Forms 8125 for your office from the vehicle or receive them from the mailer or mailer's agent and check that your office is shown as the entry facility under item 28.

Check that the form is completed, signed, and round stamped by the origin Post Office.

Check the integrity of the mail load to be sure that it is safe to unload. Note any load condition irregularities under item 33.

Compare the shipment with the form(s) for class, volume (such as number of containers), processing category, entry rates claimed, etc.

If PS Form 8125 is properly completed and the information on it matches the mail, then accept the shipment. Complete the "Destination" section (items 29 through 34) legibly. Retain PS Form 8125 in your files for 1 year. If the mailer or mailer's agent has presented a second copy, then complete the "Destination" section on the copy and return it to the mailer or mailer's agent who presented it to you.

If the mail is visibly damaged, if the shipment does not match the information on the PS Form 8125, or if the entry facility on the PS Form 8125 is not your facility, then do not accept the mail until the discrepancy is resolved.

- You may need to notify your supervisor of the problem(s).
- Either you or your supervisor may need to contact the origin Post Office (see items 26a, b, c, and d) to resolve the discrepancy.
- Scan the barcode that appears in item 34 using the hand held scanner provided.

Information Desk

Address Management

Post Office Changes

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old New	03-6956 03-6956	85245 85245	AZ AZ	Red Rock Red Rock	Pinal Pinal	Main Office Main Office	Post Office Post Office	08/07/2007	This announcement expands the use of ZIP Code™ 85245 to include delivery.
Old New	20-3032 20-6816	41433 41465	KY KY	Gapville Salyersville	Magoffin Magoffin	Main Office Gapville	Post Office Place Name	01/03/2006 08/11/2007	Post Office™ and ZIP Code discontinued. Establish a place name. Gapville KY becomes an acceptable last line for use with ZIP Code 41465.
Old New	37-1472 37-6464	58323 58323	ND ND	Calvin Munich	Cavalier Cavalier	Main Office Calvin	Post Office Place Name	05/23/2006 08/11/2007	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Calvin ND 58323 as last line of address.
Old New	37-3056 37-3056	58102 58102	ND ND	Fargo Fargo	Cass Cass	Trollwood Trollwood	Classified Station Carrier Annex	07/12/2007	This announcement changes the type of postal facility from a classified station to a carrier annex.
Old New	39-0363 39-0363	73454 73401	OK OK	Ardmore Ardmore	Carter Carter	Pooleville Pooleville	Community Post Office Place Name	08/24/1979 07/28/2007	Community Post Office and ZIP Code discontinued. Establish a place name. Pooleville OK becomes an acceptable last line for use with ZIP Code 73401. This amends <i>Postal Bulletin</i> 21202.
Old New	39-0363 39-0363	73451 73401	OK OK	Ardmore Ardmore	Carter Carter	Milo Milo	Community Post Office Place Name	08/31/1984 07/28/2007	Community Post Office and ZIP Code discontinued. Establish a place name. Milo OK becomes an acceptable last line for use with ZIP Code 73401. This amends <i>Postal Bulletin</i> 21471.
Old New	46-7866 46-7866	57106 57106	SD SD	Sioux Falls Sioux Falls	Minnehaha Minnehaha	Southwest Southwest	Classified Station Carrier Annex	07/12/2007	This announcement changes the type of postal facility from a classified station to a carrier annex.
Old New	46-7866 46-7866	57104 57104	SD SD	Sioux Falls Sioux Falls	Minnehaha Minnehaha	Cliff Avenue Cliff Avenue	Classified Station Carrier Annex	07/12/2007	This announcement changes the type of postal facility from a classified station to a carrier annex.
Old New	46-9810 46-9810	57078 57078	SD SD	Yankton Yankton	Yankton Yankton	Fox Run Fox Run	Classified Station Carrier Annex	07/12/2007	This announcement changes the type of postal facility from a classified station to a carrier annex.
Old New	49-8874 49-8874	84774 84774	UT UT	Toquerville Toquerville	Washington Washington	Main Office Main Office	Post Office Post Office	08/07/2007	This announcement expands the use of ZIP Code 84774 to include delivery.

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old New	51-6402 51-5772	23124 23111	VA VA	New Kent Mechanicsville	New Kent New Kent	Main Office Main Office	Post Office Post Office	07/07/2007	Realign ZIP Code boundaries. Use Mechanicsville VA 23111 as last line of address for the 36 deliveries previously in ZIP Code 23124.
Old New	51-6876 51-3912	23420 23358	VA VA	Painter Hacksneck	Accomack Accomack	Main Office Main Office	Post Office Post Office	06/30/2007	Realign ZIP Code boundaries. Use Hacksneck VA 23358 as last line of address for the 31 deliveries previously in ZIP Code 23420.

– Address Management, Intelligent Mail and Address Quality, 9-13-07

Delivery and Retail

Stamps by Mail – Brochure Ordering Information

This article publishes the Stamps by Mail® print run cut-off schedule for October '07. This run will be for a holiday brochure version, FY '08:

- October 1, 2007 (HOL).

To order brochures, submit PS Form 3227-O, *Stamps At Your Door Supply Order* (January 2007), 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 66 in this *Postal Bulletin*.

The cost per unit of 500 is \$11.50. 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 eBuy procedures may also apply (refer to local procurement procedures).

Centralized sites may order 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, inform Cyril-Scott Company that this 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.

– Retail Marketing,
 Customer Service, 9-13-07

Stamps by Mail® Brochure Order Form 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 BY MAIL CYRIL-SCOTT CO PO BOX 627 LANCASTER OH 43130-0627	Office Name	District	Area
	Contact Name		
	Contact Telephone No. (Include area code)		
	Contact Fax No. (Include area code)		
Telephone No. 800-466-0455	Fax No. 740-689-0210	Contact E-mail Address	

Quantity			
Item	Specify No. of Packs (500 forms per pack)	Unit Cost	Total
PS Form 3227 (Year-Round Version)	_____ @	\$11.50 ea. per pkg. =	
PS Form 3227 (Holiday), limited offering — Check <i>Postal Bulletin</i> schedule for availability.	_____ @	\$11.50 ea. per pkg. =	
Total			\$

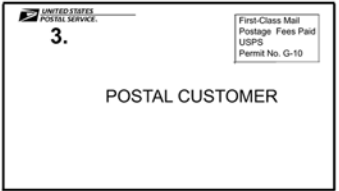
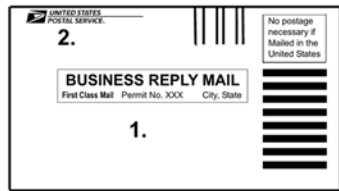
Ship to (Cannot ship to Post Office™ boxes):

(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.

<input type="checkbox"/> VISA/IMPAC Card No.: _____	<input type="checkbox"/> Check (Include with order)
Requestor Signature	Exp. Date: _____
_____	<input type="checkbox"/> USPS Money Order (Include with order)
Funding/Credit Card Official Signature	Manager/Supervisor 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*): _____

PS Form 3227-O, January 2007 Contract No. 266351-01-P-0149

Global Business

International Customized Mail Updates

In accordance with *Mailing Standards of the United States Postal Service*, International Mail Manual (IMM[®]) 297.4, the Postal Service[™] makes public the names of the customers with which it enters into an International Customized Mail service agreement. The Postal Service recently entered into International Customized Mail service agreements with the following customers:

- Alisan Natural Goods, Inc.

- Efulfillment
- infoUSA
- Taylor Shoes
- Xium Corporation

— *Global Business Development, Global Business, 9-13-07*

Free Mail Program for U.S. Armed Forces

Under the provisions of Title 39 of the United States Code (U.S.C.) Section 3401(a)(1) and pursuant to Executive Order 12556, dated April 16, 1986, the Secretary of Defense has authorized free mail privileges for members of the U.S. Armed Forces and designated civilians directly supporting military operations in the following locations:

Operation Desert Spring

- Kuwait — Kabal.

Operation Enduring Freedom

- Afghanistan.
- Bahrain.
- Diego Garcia.
- Djibouti.
- Ethiopia.
- Jordan.
- Kazakhstan.
- Kuwait.
- Kyrgyzstan.
- Oman.
- Pakistan.
- Qatar.
- Saudi Arabia.
- Tajikistan.
- United Arab Emirates.
- Uzbekistan.
- Yemen.
- Aboard ships in the Gulf of Aden.
- Aboard ships in the Gulf of Oman.
- Aboard ships in the North Arabian Sea (that portion of the Arabian Sea that lies north of 10 degrees north latitude and west of 68 degrees east longitude).
- Aboard ships in the Persian Gulf.
- Aboard ships in the Red Sea.

Operation Enduring Freedom — Philippines

- The southern Philippine islands of Mindanao and Tawi Tawi.
- Jolo on the southern Philippine island of Sulu.

Operation Iraqi Freedom

- Iraq.
- Turkmenistan.

Operation Joint Forge/Joint Guardian

- Hungary.
- Former Republic of Yugoslavia:
 - Bosnia-Herzegovina.
 - Croatia (including Zagreb).
 - Macedonia.
 - Serbia-Montenegro (including Kosovo and Vojvodina).
 - Slovenia.

In accordance with 39 U.S.C. 3401(a)(1)(B), free mail privileges will also be extended to individuals hospitalized for disease or injury in a facility under the jurisdiction of the Armed Forces as a result of service in these designated areas.

Personnel authorized this privilege may mail, without postage, letters, postcards, and sound recordings (audio or video recordings) having the character of personal correspondence to any place in the United States, its possessions or territories, or to any military post office (APO/FPO).

Free mail originating from the above overseas locations should have a complete APO or FPO return address, the word "Free" in the upper right corner, and a complete delivery address. In most cases, the mailpiece will also exhibit an APO or FPO postmark. Free mail is First-Class Mail[®] service; however, it may not be registered, insured, or certified.

All employees who handle and deliver mail should be made aware of this free mail privilege. **Do not collect**

postage upon delivery or return this mail to the sender for postage. Mail having the appearance of free mail under this program should never be returned to sender. Submit questions regarding the legitimacy of users of this program to the following address:

MILITARY POSTAL SERVICE AGENCY
2461 EISENHOWER AVE
ALEXANDRIA VA 22331-0006

Toll free: 800-810-6098,
Monday–Friday, 7:00 A.M.–4:00 P.M. ET
Fax: 703-325-9534
DSN prefix: 221
E-mail: mpsawebcontacts@hqda.army.mil

— *International Operations,
Global Business, 9-13-07*

What's New in FAST

Mailer Rating National Deployment

The Facility Access and Shipment Tracking (FAST) Phase I of Mailer Rating National Deployment was completed in the Western Area on September 4, 2007. Eight facilities are currently activated, with more being added each week.

Phase II of Mailer Rating National Deployment began on September 10, 2007, with a kickoff teleconference for all customers drop shipping into FAST/Surface Visibility (SV) facilities in the following areas:

- Great Lakes.
- Southwest.
- Eastern.

Mailer Rating activation is contingent on a facility's SV drop ship compliance of 80 percent or higher for 2 consecutive weeks. Facilities unable to sustain this threshold for 2 consecutive weeks are deactivated. In order to promote good performance, a series of training sessions are held with mailers and facilities as part of deployment readiness and site activation. Topics include the Mailer Rating Appointment and Corporate Rating Process, Mailer Rating Reports, and a review of commonly asked questions.

Phase III of Mailer Rating National Deployment will begin on October 20, 2007, and will include FAST/SV facilities in the following areas:

- New York Metro.
- Capital Metro.
- Pacific.
- Northeast.
- Southeast.

To access the training presentations, go to <https://fast.usps.com/fast>; without logging in, click on *Resources*. Mailer Rating training presentations are available for download.

Note: Mailer Rating applies to all Standard Mail® and Package Services drop shipment appointments; pure Periodicals and perishable appointments are not rated. Mailer Rating does not apply to destination delivery units (DDUs).

For questions or concerns regarding the Mailer Rating National Deployment, send an e-mail to fast@usps.com, and put "Mailer Rating National Deployment" in the subject line.

FAST for Periodicals

FAST for Periodicals is here!

As of September 4, 2007, all Periodicals mailers began scheduling appointments in FAST. FAST for Periodicals enhances visibility into scheduled Periodicals drop shipments at each Postal Service™ facility. FAST also provides mailers the ability to submit and manage their Periodicals recurring appointment requests online.

FAST for Periodicals does not mean that Periodicals drop shipment customers without appointments are turned away. Periodicals mailers that arrive without an appointment are accepted after Periodicals mailers who have scheduled an appointment in FAST. Customers with Periodicals drop shipments arriving without an appointment are accepted as unscheduled arrivals any time the facility is open and staffed according to the hours of operation.

All Periodicals customers who have not yet registered for FAST should do so immediately by visiting the *PostalOne!* home page at www.usps.com/postalone. Step-by-step instructions on how to register are available at <https://fast.usps.com/fast>; without logging in, click on *Resources*, then on *Reference Documents*. A registration job aid is available for download. For questions about the online application process, call the *PostalOne!* Customer Care Center at 800-522-9085.

For questions or concerns regarding FAST for Periodicals, send an e-mail to fast@usps.com, and put "FAST for Periodicals" in the subject line.

— *Global Systems Management,
Global Business, 9-13-07*

Human Resources

Thrift Savings Plan Security Enhancements

In August 2007, Thrift Savings Plan (TSP) management sent a letter to all participants announcing the implementation of new security enhancements.

Starting in October 2007, the TSP will no longer use your Social Security number as your primary identifier on its Web site, www.tsp.gov, or ThriftLine, 877-968-3778. Instead, TSP will assign an account number for you to use in conjunction with your Web site TSP password or ThriftLine personal identification number (PIN). You will also use your new account number when you fill out TSP forms.

During September 2007, TSP will send the account number to you in a bright blue mailer. If your address on file with the Postal Service™ has changed, make sure to update it using one of the following options:

1. On a Postal Service computer, go to <http://blue.usps.gov>; under "Employee Resources" in the

right-hand column, click on *Employee Self-Service*, then click on *Employee Change of Address*.

2. On a Postal Service kiosk, click on *Employee Change of Address*.
3. By mail, send PS Form 1216, *Employee's Current Mailing Address*, to:

HRSSC COMPENSATION AND BENEFITS
PO BOX 970400
GREENSBORO NC 27497-0400

4. By telephone, call HRSSC at 877-477-0323, option 5; validate your identity with your employee identification number (EIN) or Postal Service PIN.

— Compensation,
Human Resources, 9-13-07

Marketing

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.

Requested Delivery Dates	Title of Mailing	Class and Type of Mail	Number of Pieces (Millions)	Distribution	Presort Level	Comments
9/18/07–9/20/07	JCP Wk. 33 Men's Fall Suits	Standard/Letter	1.0	Nationwide	Car-Rt	Harte-Hanks
9/21/07–9/24/07	JCP Wk. 33 Fine Jewelry & Gifts Catalog	Standard/Catalog	3.6	Nationwide	Car-Rt	RR Donnelley
9/21/07–9/25/07	JCP Wk. 34 Billion Dollar Jewelry	Standard/Letter & Flat	6.9	Nationwide	Car-Rt	Harte-Hanks
9/24/07–9/26/07	JCP Wk. 34 Anniversary Preview	Standard/Letter	8.1	Nationwide	Car-Rt	Harte-Hanks
9/24/07–9/26/07	Through the Country Door	Standard/Catalog	1.9	Nationwide	Barcoded, 3/5-Digit, Car-Rt	Quad Graphics, Lomira, WI
9/25/07–9/27/07	Nordstrom September Accessories '07	Standard/Flat	1.48	Nationwide	Barcoded, 3/5-Digit, Car-Rt	Arandell
9/26/07–9/28/07	JCP Wk. 35 VIP Night	Standard/Letter	10.3	Nationwide	Car-Rt	Harte-Hanks
9/26/07–9/29/07	The Swiss Colony	Standard/Catalog	1.3	Nationwide	Barcoded, 3/5-Digit, Car-Rt	Quad Graphics, Lomira, WI
9/26/07–10/1/07	Costco: Thank You for Being a Great Member \$1000 in Savings Inside	Standard/Letter	14.0	Nationwide	Barcoded, 3/5-Digit, Car-Rt	Segerdahl
9/26/07–10/2/07	Life Line Screening, #10 Envelope, Wexler Registration Information	Standard/Letter	2.0	Nationwide	3/5-Digit	Mail America, Forest, VA

— Business Service Network Integration, Customer Service, 9-13-07

Philately

Announcement: The Postal Service Guide to U.S. Stamps, 34th Edition



The new 34th edition of *The Postal Service Guide to U.S. Stamps*, Item 890700, 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 890700 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 34th 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 August 31 and will be complete September 29, 2007. 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 890700, 34th Edition, *The Postal Service Guide to U.S. Stamps*, in AIC 092, Philatelic Product Sales.

For the eighth year, in partnership with HarperCollins Publishers, the guide and the *2007 Commemorative Stamp Yearbook* will be available in bookstores and other retail outlets where books are purchased.

The Postal Service Guide to U.S. Stamps, 33rd Edition (Last Year's Edition)

As the 34th edition of *The Postal Service Guide to U.S. Stamps* becomes available, Post Offices must withhold all remaining copies of the 33rd edition (Item 890600) from sale and take the following actions:

- **Retail Outlets:** Collect any copies of the 33rd 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 33rd edition of the guide, if any, into the unit reserve stock. **Prepare all 33rd 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 33rd editions of the guide (Item 890600) 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 890600 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 33rd edition of *The Postal Service Guide to U.S. Stamps* (Item 890600) in accordance with Handbook F-1, Subchapter 45, Destroy-

ing Stamp Stock. Because disposition instructions are issued annually for past issues of the guide, **your office should have only the new 34th 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, 9-13-07

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 are illustrations of those postmarks.

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.

AUGUST 18, 2007
**WILD WEST DAYS
STATION**
VIROQUA WI 54665



August 18, 2007
Wild West Days
WILD WEST DAYS STATION
POSTMASTER
PO BOX 9998
VIROQUA WI 54665-9998

Scipio A. Jones
Courageous Attorney, Civic Leader
☆☆☆☆☆☆☆☆☆☆
Dedication Ceremony
Scipio A. Jones Station



August 24, 2007
U.S. Postal Service
SCIPIO A JONES STATION
POSTMASTER
1700 S MAIN ST
LITTLE ROCK AR 72206-9998



August 28–30, 2007
U.S. Postal Service
FARM PROGRESS 2007 SHOW
STATION
POSTMASTER
214 N FRANKLIN ST
DECATUR IL 62523-9998



August 31–September 3, 2007
U.S. Postal Service
ROLLAG STATION
POSTMASTER
206 MAIN AVE
COLFAX ND 58018-9998



September 01, 2007
Inspiration For The
"Grand Ole Opry"

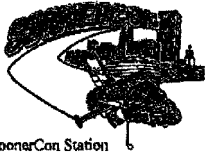
September 1, 2007

U.S. Postal Service
SOLEMN OLE JUDGE DAYS
STATION
POSTMASTER
1075 W MAIN ST
MAMMOTH SPRING AR 72554-9998



September 8-9, 2007

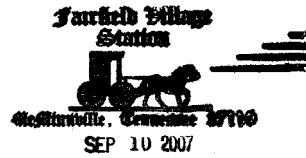
Helvetia Fair Association
HELVETIA FAIR STATION
POSTMASTER
PO BOX 9998
HELVETIA WV 26224-9998



SoonerCon Station
September 1, 2007
Oklahoma City, OK 73139

September 1, 2007

SOONERCON
SOONERCON STATION
POSTMASTER
320 SW 5TH ST
OKLAHOMA CITY OK 73125-9998



September 10, 2007

Warren County Fair Association
FAIRFIELD VILLAGE STATION
POSTMASTER
102 E COURT SQ
MCMINNVILLE TN 37110-9998



Sept 1, 2007
Centennial Station
Oak Creek, CO 80467

September 1, 2007

Historical Society of Oak Creek
CENTENNIAL STATION
POSTMASTER
PO BOX 9998
OAK CREEK CO 80467-9998



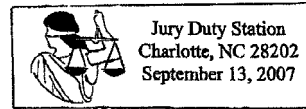
September 13, 2007

U.S. Postal Service
GREAT SANTA FE TRAIL HORSE
RACE ENDURANCE RIDE STATION
POSTMASTER
PO BOX 9998
BURLINGAME KS 66413-9998



September 1, 2007

Chamber of Commerce
WET MOUNTAIN WESTERN DAYS
POSTMASTER
4 BASSICK PL
WESTCLIFFE CO 81252-9998



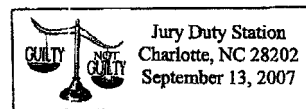
September 13, 2007

U.S. Postal Service
JURY DUTY STATION LADY
JUSTICE
POSTMASTER
PO BOX 9998
CHARLOTTE NC 28228-9998



September 3, 2007

Sesquicentennial Committee
1857 TO 2007 STATION
POSTMASTER
PO BOX 9998
BELDING MI 48809-9998



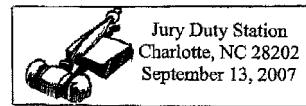
September 13, 2007

U.S. Postal Service
JURY DUTY STATION GUILTY NOT
GUILTY
POSTMASTER
PO BOX 9998
CHARLOTTE NC 28228-9998



September 7, 2007

U.S. Postal Service
ART OF DISNEY MAGIC STATION
POSTMASTER
105 N DENTON ST
ALPENA AR 72611-9998

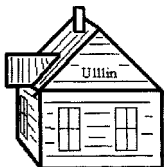


September 13, 2007

U.S. Postal Service
JURY DUTY STATION GAVEL
POSTMASTER
PO BOX 9998
CHARLOTTE NC 28228-9998

Ullin
Sesquicentennial
Station
(1857-2007)

Ullin, IL 62992
September 8, 2007



September 8, 2007

Ullin Sesquicentennial Committee
ULLIN SESQUICENTENNIAL
STATION
POSTMASTER
PO BOX 9998
ULLIN IL 62992-9998



September 13-15, 2007

Harley Davidson and Local
Businesses
BIKE WEEK STATION
POSTMASTER
7101 COASTAL HWY
OCEAN CITY MD 21842-9998



September 13-16, 2007
 Reno Air Racing Association
 AIR RACE STATION
 POSTMASTER
 2000 VASSAR ST
 RENO NV 89501-1945



September 14-16, 2007
 Scarecrow Festival
 SCARECROW FESTIVAL STATION
 POSTMASTER
 129 W MARKET ST
 WASHINGTON COURT HOUSE OH
 43160-9998



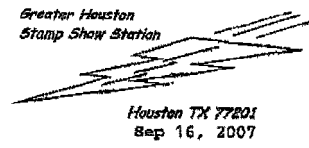
September 14, 2007
 U.S. Postal Service
 TOMAHAWK STATION
 POSTMASTER
 PO BOX 9998
 TOMAHAWK WI 54487-9998



September 14-16, 2007
 NSRA
 STREET ROD NATIONALS NORTH
 STATION
 POSTMASTER
 PO BOX 9998
 OSHTEMO MI 49077-9998



September 14, 2007
 Rochester Fair
 HARNESS RACING STATION
 POSTMASTER
 20 ALLEN ST
 ROCHESTER NH 03867-9998



September 14-16, 2007
 Houston Philatelic Society
 GREATER HOUSTON STAMP SHOW
 STATION
 POSTMASTER
 401 FRANKLIN ST
 HOUSTON TX 77201-9718



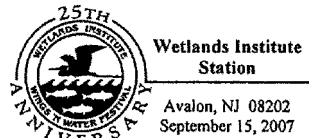
September 14, 2007
 The Bradley Center
 DEDICATION STATION
 PHILATELIC CLERK
 700 GRANT ST
 PITTSBURGH PA 15290-9996



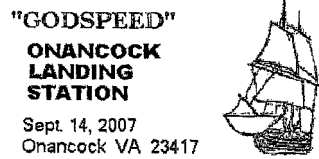
September 15, 2007
 Chamois United Bank Committee
 CHAMOIS STATION
 POSTMASTER
 102 N MAIN ST
 CHAMOIS MO 65024-9998



September 14, 2007
 U.S. Postal Service
 DISNEY MAGIC STAMP STATION
 POSTMASTER
 824 W MANATEE AVE W
 BRADENTON FL 34206-9998



September 15, 2007
 Wetlands Institute
 WETLANDS INSTITUTE STATION
 POSTMASTER
 3219 DUNE DR
 AVALON NJ 08202-9998



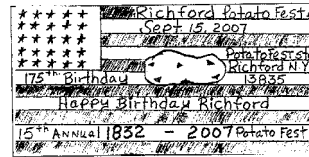
September 14-15, 2007
 U.S. Postal Service
 ONANCOCK LANDING STATION
 POSTMASTER
 PO BOX 9998
 ONANCOCK VA 23417-9998



September 15, 2007
 Trail of Tears
 TRAIL OF TEARS CELEBRATION
 STATION
 POSTMASTER
 536 MAIN ST
 WATERLOO AL 35677-9998



September 14-15, 2007
 City of Gardner
 FESTIVAL ON THE TRAILS STATION
 POSTMASTER
 PO BOX 9998
 GARDNER KS 66030-9998



September 15, 2007
 Richford Historical Society
 POTATO FEST STATION
 POSTMASTER
 PO BOX 9998
 RICHFORD NY 13835-9998



**Necedah Whooping Crane
And Wildlife Festival Sta.
Necedah WI 54646**

September 15th, 2007

September 15, 2007

Necedah Lions Club
NECEDAH WHOOPING CRANE AND
WILDLIFE FESTIVAL STATION
POSTMASTER
PO BOX 9998
NECEDAH WI 54646-9998



**Quasiquincentennial Station
125th Anniversary
1882-2007
September 15, 2007**
U.S. Postal Service
Pleasureville KY 40057

September 15, 2007

City of Pleasureville
QUASQUICENTENNIAL STATION
POSTMASTER
PO BOX 9998
PLEASUREVILLE KY 40057-9998



**SEPTEMBER 15, 2007
FORT ANTES, PA 17720
FORT ANTES HISTORICAL DAYS STATION
CELEBRATES PA WILDLIFE**

September 15, 2007

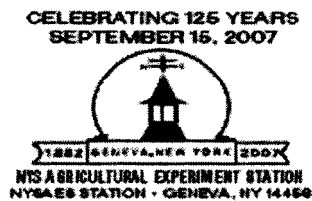
*Nippenose Township Historical
Society*
FORT ANTES HISTORICAL DAYS
STATION
POSTMASTER
PO BOX 9998
FORT ANTES PA 17720-9998



**ANDIAMO RUN STATION
September 16, 2007
HAWORTH NJ 07641**

September 16, 2007

U.S. Postal Service and Andiamos
ANDIAMO RUN STATION
POSTMASTER
PO BOX 9998
HAWORTH NJ 07641-9998



**CELEBRATING 125 YEARS
SEPTEMBER 15, 2007**
1882 GENEVA NEW YORK 2007
**NYS AGRICULTURAL EXPERIMENT STATION
NYAES STATION • GENEVA, NY 14456**

September 15, 2007

Finger Lakes Stamp Club
CORNELLS NEW YORK STATE
AGRICULTURAL EXPERIMENT
STATION
POSTMASTER
67 CASTLE ST
GENEVA NY 14456-9998



DALLAS
5TH ANNUAL HARVEST FESTIVAL STATION
SEPTEMBER 16, 2007 DALLAS, PA 18612

September 16, 2007

Dallas Harvest Festival Committee
DALLAS HARVEST FESTIVAL
STATION
POSTMASTER
495 MEMORIAL HWY
DALLAS PA 18612-9998



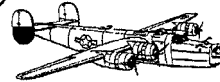
Old Timers' Day
Celebration Station
September 15, 2007
LaVergne TN 37086

September 15, 2007

City of LaVergne
OLD TIMERS DAY CELEBRATION
STATION
POSTMASTER
5093 MURFREESBORO RD
LAVERGNE TN 37086-9998



**60th ANNIVERSARY OF
THE U.S. AIR FORCE**



September 18, 2007

Dobbins Air Reserve Base
DOBBINS ARB STATION
POSTMASTER
257 LAWRENCE ST
MARIETTA GA 30060-9998

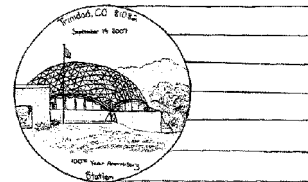
GREATER PORTLAND LANDMARKS



**Bicentennial Station
September 15, 2007
Portland, ME 04101**

September 15, 2007

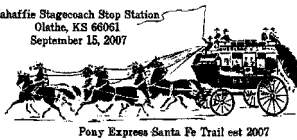
Greater Portland Landmarks
PORTLAND OBSERVATORY
BICENTENNIAL STATION
POSTMASTER
125 FOREST AVE
PORTLAND ME 04101-9998



September 19, 2007

U.S. Postal Service
100TH YEAR ANNIVERSARY
STATION
POSTMASTER
301 E MAIN ST
TRINIDAD CO 81082-9998

**Mahaffie Stagecoach Stop Station
Olathe, KS 66061
September 15, 2007**



Pony Express Santa Fe Trail est 2007

September 15, 2007

City of Olathe
MAHAFFIE STAGECOACH STOP
STATION
POSTMASTER
110 N CHESNUT ST
OLATHE KS 66061-9998



**CELEBRATION STATION
BOISE, IDAHO**
September 20, 2007
**St Luke's
Women's Fitness
Celebration**
What do you Celebrate?
**AMERICA'S LARGEST
5K FOR WOMEN**

September 20, 2007

St Luke's Women's Fitness
CELEBRATION STATION
POSTMASTER
770 S 13TH ST
BOISE ID 83708-9998

**Freeport Community Library Building
10th Anniversary Station**



September 15, 2007
Freeport, ME 04032

September 15, 2007

Freeport Community Library
FREEPORT COMMUNITY LIBRARY
10TH ANNIVERSARY STATION
POSTMASTER
141 MAIN ST
FREEPORT ME 04032-9998



**6th ANNUAL
Whitetail Deer Festival Station
SEPT. 21, 2007**
THE BUCKS
STOP
HERE
GARDEN, OH 45671

September 21, 2007

U.S. Postal Service
6TH ANNUAL WHITETAIL DEER
FESTIVAL STATION
POSTMASTER
PO BOX 9998
GARDEN OH 45671-9998



September 21, 2007
 Town of Cyril
 CYRIL OK CENTENNIAL STATION
 POSTMASTER
 PO BOX 9998
 CYRIL OK 73029-9998



September 22, 2007
 Tumwater Historical Association
 TERRITORIAL EXPRESS
 STAGECOACH RUN MACDONALD
 MAIL STATION
 POSTMASTER
 214 CENTRALIA COLLEGE BLVD
 CENTRALIA WA 98531-9998



September 21, 2007
 Tumwater Historical Association
 TERRITORIAL EXPRESS
 STAGECOACH RUN CLAQUATO
 MAIL STATION
 POSTMASTER
 109 BUNKER CREEK RD
 ADNA WA 98522-9998



September 22, 2007
 Anniston Museum of Natural History
 A T REX CELEBRATION STATION
 POSTMASTER
 1101 QUINTARD AVE
 ANNISTON AL 36201-9998



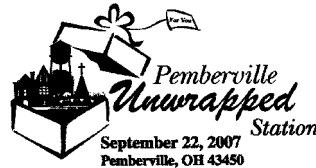
September 21, 2007
 Tumwater Historical Association
 TERRITORIAL EXPRESS
 STAGECOACH RUN MACDONALD
 MAIL STATION
 POSTMASTER
 PO BOX 9998
 NAPAVINE WA 98565-9998



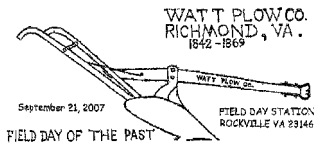
September 22, 2007
 Village of Clifton
 OLD CLIFTON DAYS FESTIVAL
 STATION
 POSTMASTER
 PO BOX 9998
 CLIFTON OH 45316-9998



September 21, 2007
 Tumwater Historical Association
 TERRITORIAL EXPRESS
 STAGECOACH RUN MACDONALD
 MAIL STATION
 POSTMASTER
 PO BOX 9998
 VADER WA 98593-9998



September 22, 2007
 Pemberville Visitors Center
 PEMBERVILLE UNWRAPPED
 STATION
 POSTMASTER
 PO BOX 9998
 PEMBERVILLE OH 43450-9998



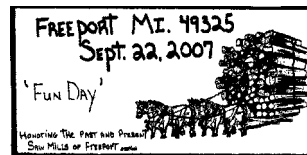
September 21-23, 2007
 U.S. Postal Service
 FIELD DAY STATION
 POSTMASTER
 PO BOX 9998
 ROCKVILLE VA 23146-9998



September 22, 2007
 The Waterville Times
 150TH ANNIVERSARY STATION
 POSTMASTER
 101 W MAIN ST
 WATERVILLE NY 13480-9998



September 21-23, 2007
 Mason City Sesquicentennial
 Committee
 MASON CITY SESQUICENTENNIAL
 CELEBRATION STATION
 POSTMASTER
 155 W CHESTNUT ST
 MASON CITY IL 62704-9998



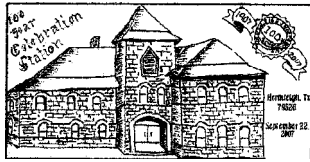
September 22, 2007
 Freeport Historical Society
 SAW MILLS OF FREEPORT STATION
 POSTMASTER
 162 DIVISION ST
 FREEPORT MI 49325-9998



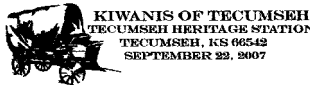
September 21-23, 2007
 U.S. Postal Service
 175TH ANNIVERSARY STATION
 POSTMASTER
 7544 S NINEVEH RD
 NINEVEH IN 46164-9998



September 22, 2007
 Tumwater Historical Association
 TENINO MAIL STATION
 POSTMASTER
 PO BOX 9998
 TENINO WA 98589-9998



September 22, 2007
 U.S. Postal Service
 100 YEAR CELEBRATION STATION
 POSTMASTER
 580 JAMES ST
 HERMLEIGH TX 79526-9998



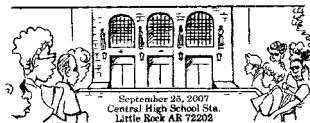
September 22, 2007
 Kiwanis of Tecumseh KS
 TECUMSEH HERITAGE STATION
 POSTMASTER
 339 SE TECUMSEH RD
 TECUMSEH KS 66542-9998



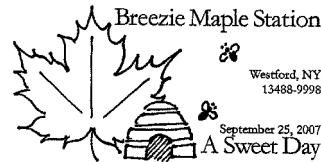
September 22-23, 2007
 U.S. Postal Service
 POW WOW STATION
 POSTMASTER
 110 E GRAND AVE
 COMANCHE TX 76442-9998



September 23, 2007
 Frankenstein Fall Festival Committee
 FRANKENSTEIN FALL FESTIVAL
 STATION
 POSTMASTER
 100 RIVERVIEW DR
 BONNOTS MILLS MO 65016-9998



September 25, 2007
 U.S. Postal Service
 CENTRAL HIGH SCHOOL STATION
 POSTMASTER
 600 E CAPITOL AVE
 LITTLE ROCK AR 72202-9998



September 25, 2007
 Westford Historical Society
 BREEZIE MAPLE STATION
 POSTMASTER
 PO BOX 9998
 WESTFORD NY 13488-9998



September 25, 2007
 Galen Historical Society & Finger
 Lakes Stamp Club
 ROCHESTER SYRACUSE &
 EASTERN STATION
 POSTMASTER
 20 S PARK ST
 CLYDE NY 14433-9998



September 26, 2007
 Town of Smithboro
 200TH ANNIVERSARY STATION
 POSTMASTER
 PO BOX 9998
 SMITHBORO NY 13840-9998



September 27, 2007
 U.S. Postal Service
 FOR ALL THE CHILDREN PARA
 TODOS LOS NINOS STATION
 HISPANIC SPCLST LILLIAN
 MAGANA BARTO
 4600 MARK IV PKWY 337
 FORT WORTH TX 76161-9100

— Stamp Services,
 Government Relations, 9-13-07

How to Order the First Day of Issue Digital Color or Traditional Postmarks

Customers have 60 days to obtain the first day of issue postmark by mail. They may purchase new stamps at their local Post Office™, by telephone at 800-STAMP-24, and at The Postal Store® Web site at www.usps.com/shop.

Customers may submit #6 or #10 covers constructed of paper rated as "laser safe." The Postal Service™ recommends 80-pound Accent Opaque, acid-free envelopes, 9/16" side seams with no glue on the flap. There is a minimum of 10 covers at 50 cents per postmark required at the time of servicing. You may submit a check, money order, or credit card for payment. Two test envelopes must be included. For covers with graphics or lettering, please note the maximum size of all digital color postmarks is 2" high x 4" long. The Postal Service reserves the

right not to accept hand painted and other cachets that are not compatible with our digital color postmark. The Postal Service also reserves the right to substitute traditional black rubber postmarks if use of non-specified envelopes results in poor image quality or damage to equipment.

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked within 60 days of the first day of issue date.

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



Marvel Comic Heroes Stamps

Available through September 26, 2007

POSTMASTER
PO BOX 86530
SAN DIEGO CA 92186-6530



Marvel Comic Heroes Stamps

Available through September 26, 2007

POSTMASTER
PO BOX 86530
SAN DIEGO CA 92186-6530



The Art of Disney Magic Stamps

Available through October 16, 2007

POSTMASTER
10401 POST OFFICE BLVD
ORLANDO FL 32862-9998



The Art of Disney Magic Stamps

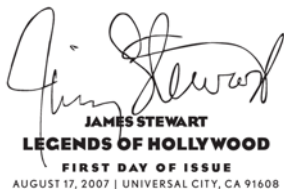
Available through October 16, 2007

POSTMASTER
10401 POST OFFICE BLVD
ORLANDO FL 32862-9998

**Digital Color Pictorial****James Stewart Stamp**

Available through October 17, 2007

POSTMASTER
7035 LAUREL CANYON BLVD
NORTH HOLLYWOOD CA 91605-9998

**Black and White Pictorial****James Stewart Stamp**

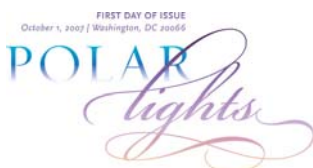
Available through October 17, 2007

POSTMASTER
7035 LAUREL CANYON BLVD
NORTH HOLLYWOOD CA 91605-9998

**Digital Color Pictorial****Holiday Knits Stamp**

Available through December 25, 2007

POSTMASTER
421 EIGHTH AVE RM 2029B
NEW YORK NY 10199-9998

**Digital Color Pictorial****Polar Lights Stamp**

Available through December 1, 2007

POSTMASTER
PO BOX 92282
WASHINGTON DC 20090-9998

— Stamp Services, Government Relations, 9-13-07

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WASHINGTON DC 20260-5540

First-Class Mail
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USPS
Permit No. G-10

A black laptop is shown from a three-quarter perspective, open and displaying the USPS website. The website interface includes a navigation bar with "Home" and "Tools & ZIP Code" links, a main heading "Streamlined shipping—right from your desk. Now more integrated and easy to use. Get NEW SHIPPING ASSISTANT™", and several columns of service links such as "Shipping Tools", "Waiting Lists", and "Packaging Your Mail". Overlaid on the right side of the laptop screen is the text "Visit your Post Office™ online at usps.com" in a large, white, sans-serif font against a blue background.