

usps **postal|bulletin**

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# Business Connect<sup>®</sup> Contest Quarter 4: Jul. 1-Sep. 30



**SIMPLIFIED** WAY

Every Door Direct Mail<sup>™</sup>  
and  
A Simpler Way<sup>™</sup>  
to Ship Your Online Items

See page 3



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Owney the Postal Dog Stamp

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



# Cover Story

## Business Connect Quarterly Contest Postmaster Kit

The Business Connect<sup>®</sup> Quarterly Contest for Quarter 4, Fiscal Year (FY) 2011, runs from July 1, 2011, to September 30, 2011, and is focused on Every Door Direct Mail<sup>™</sup> (EDDM) and “A Simpler Way<sup>™</sup> to Ship Your Online Items”. The objective is to conduct a minimum of five Business Connect activities, to include three customer meetings or events about EDDM and two customer meetings or events educating online shippers or new customers (if you don’t have online shippers in your community) on USPS<sup>®</sup> shipping products.

The Business Connect postmaster kit includes the following materials:

- Letter to Postmasters and Station and Branch Managers (see Exhibit A, page [4](#)). This letter describes the promotional materials and how to use them.
- Contest Guide (see Exhibit B, pages [5-6](#)). Refer to this guide for contest guidelines, presentation tips, and key messages.
- Inventory Reference Sheet (see Exhibit C, pages [7-8](#)). Order these materials to support your A Simpler Way to Ship Your Online Items and Every Door Direct Mail group events.
- “Sell on eBay. Ship with the U.S. Postal Service.” DVD (inventory item available 7/1/11) (see Exhibit D, page [9](#)). Play during customer meetings to explain the program.
- USPS Shipping Informational Folder (“Sell on eBay. Ship with the Postal Service.” DVD) (see Exhibit E, pages [10-11](#)). Provide to the attendees when you host a group event for “A Simpler Way to Ship Your Online Items.”
- Carrier Tear Pads (see Exhibit F, pages [12-13](#)). Distribute to your letter/rural carriers so they can share them with businesses.
- Use material from your Quarter 3 EDMM kit to continue to promote EDMM to local businesses.

**Note:** If needed, you can order more leave-behinds from the Business Connect Data Center Order Site at <http://blue.usps.gov/marketing/businessconnect/welcome.htm>: in the right side box, click *Go to Business Connect Data Center/Reports*. You may also order past materials (such as tear pads) from inventory to support your efforts.

Kits should be received in offices by the last week in June.

Starting July 1, 2011, this kit will be available for downloading from the Business Connect Resource Center at <http://blue.usps.gov/marketing/businessconnect/welcome.htm>.

**Exhibit A, Letter to Postmasters and Station and Branch Managers**

CLIFF RUCKER  
VICE PRESIDENT, SALES (ACTING)



June 2011

TO: POSTMASTERS; STATION AND BRANCH MANAGERS; AREA MANAGERS, MARKETING; DISTRICT MANAGERS; DISTRICT MANAGERS, MARKETING; POST OFFICE OPERATIONS MANAGERS; DISTRICT MANAGERS, SHIPPING AND MAILING SOLUTIONS; AREA MANAGERS, SHIPPING AND MAILING SOLUTIONS  
CC: SALES TEAMS, GROW YOUR BUSINESS DAY COORDINATOR

SUBJECT: Quarter 4 Contest – Promote Every Door Direct Mail™ (EDDM) service and “A Simpler Way™ to Ship Your Online Items” for a chance to win a trip for two (2) to the Consumer Electronics Show (CES).

Last quarter, you began promoting Every Door Direct Mail service – and we want you to continue. EDDM is showing tremendous revenue potential for the mailing side of our business. For the shipping side of business, we want you to educate online shippers about the benefits of the Postal Service™ as a shipping partner.

**For your efforts, you'll be entered to win a trip for two (2) to CES – the world's largest electronics trade show – in Las Vegas, NV, January 2012, as a special guest of the USPS® trade show team.**

**To enter the contest:** Complete 5 Business Connect® activities, to include 3 customer meetings or events about EDDM and 2 customer meetings or events educating online shippers or new customers (if you don't have online shippers in your community) on USPS shipping products. Once you've documented your activities in the Business Connect Data Center (BCDC), your name will be entered into a random drawing for a chance to win the grand prize trip or one of fifty \$50 gift certificates.

Please review these materials and order what you need from inventory to prepare for your activities:

- **Contest Guide** – Refer to this guide for contest guidelines, presentation tips, and key messages.
- **Inventory Reference Sheet** – Order materials on this sheet from the BCDC order site (while supplies last) to help promote EDDM and “Shipping” Events.
- **“Sell on eBay. Ship with the Postal Service.” DVD** (inventory item available 7/1/11) – Play for online sellers and hand out during a “Shipping” event.
- **USPS Shipping Informational Folder** – Provide to attendees when you host a group event for “A Simpler Way to Ship Your Online Items.”
- **Carrier Tear Pads** – Distribute both the Every Door Direct Mail and Online Shipping sheets to your Letter/Rural Carriers to share with businesses and online sellers.

Please contact your District Marketing Manager for additional materials you can use to host your group events.

If you have questions, please contact your District Manager, Shipping and Mailing Solutions, or your District Marketing Manager. Good luck and thanks for your hard work and commitment to our success.

Sincerely,

A handwritten signature in black ink that reads "Cliff Rucker".

Cliff Rucker



Exhibit B, Contest Guide

**Business Connect® Fourth Quarter Contest**

Here's your chance to tap into tomorrow's  
**TECHNOLOGY**  
 Win a trip for 2 to the largest electronics trade show: CES.

This quarter, focus your customer activities on promoting Every Door Direct Mail™ (EDDM) and "A Simpler Way" to Ship Your Online Items™ for a chance to win a trip for 2 to the Consumer Electronics Show (CES) in Las Vegas, NV, as a guest of the USPS® trade show team.

This quarter, we want you to continue promoting Every Door Direct Mail. In addition, we want you to educate online shippers about the benefits of using USPS as their shipping partner. To assist you with your efforts, we've enclosed a variety of sales materials for use with customers. Also refer to the enclosed Inventory Reference Sheet for additional items that you should order from the Business Connect Data Center (BCDC) to assist with your meetings and presentations.

**Contest Overview** *Quarter 4: July 1–September 30*

**Goals**

Complete 5 Business Connect activities to include 3 customer meetings or events about EDDM and 2 customer meetings or events educating online shippers or new customers (if you don't have online shippers in your community) on USPS shipping products.

**Prizes**

After you complete and enter your 5 qualifying activities, your name will be entered in a random drawing for a chance to win:

**Grand prize** – 4-day/3-night trip for two to CES – the world's largest electronics trade show, happening in Las Vegas, NV, January 10–13, 2012. You'll have the chance to meet large and small business leaders among customers, manufacturers, and retailers in electronics – an industry that relies heavily on shipping.

**Additional prizes** – \$50 gift certificates for 50 runner-up winners.

**Contest notes**

In order to receive credit for the contest, document your qualifying activities in BCDC by selecting the appropriate option: "Every Door Direct Mail (BC Contest)" or "A Simpler Way To Ship Online (BC Contest)."



**Here's what you need to know:**

**CONTEST RULES**

- 1. Meet your goals.** Meet the Business Connect activity goals listed to the left in the contest overview. A Business Connect activity can be an individual meeting, a group presentation, or a lobby event. When you meet the goals for this quarter, your name will be entered into the official grand prize drawing.
- 2. Stay connected.** You must document all activities in the Business Connect Data Center. Note specific activities in the drop-down menu on the individual or group activity screen. All activities must be entered by September 30, 2011, 11:59 p.m., CDT.
- 3. Increase your chances of winning.** Once you've met and documented the required number of customer activities, your name will be entered into the drawing an additional time for each sale of at least \$5,000 in annual revenue.
- 4. Eligible participants.** Postmasters, Station Managers, Managers of Customer Service, Branch Managers, and Supervisors are all eligible for prizes.
- 5. Support.** Customer Relations Coordinators and Sales Team members are not eligible to enter, but will be critical in the support and success of participants.
- 6. Questions?** Send an e-mail to: [BusinessConnect@usps.gov](mailto:BusinessConnect@usps.gov). Include "Contest – <District Name>" in the subject line.

**Terms and Conditions.** Grand prize winner must be employed by the U.S. Postal Service™ at the time of trip award. Each participant is only eligible to win one (1) grand prize. All trips include airfare and hotel accommodations for winner and one additional guest. Winners will be selected at random at the end of each quarter and will be personally notified within 10 business days by the U.S. Postal Service. Also, 50 runners-up will be selected to win a gift certificate for a prize selection of their choice (\$50 value). The grand prize winner will not be eligible for any additional grand prizes throughout the fiscal year. For complete contest rules, visit the Business Connect Resource Center at <http://blue.usps.gov/marketing/businessconnect/welcome.htm> ©2011 eBay Inc. All rights reserved. eBay and the eBay logo are registered trademarks of eBay Inc. Designated trademarks and brands are the property of their respective owners.  
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## Business Connect® Fourth Quarter Contest

### Show your business customers 2 affordable solutions.

#### A Simpler Way™ to Ship Your Online Items



##### Key message

The U.S. Postal Service® offers online sellers a variety of convenient and affordable options for shipping their items.

##### Overview

"A Simpler Way to Ship Your Online Items" appeals to experienced online sellers as well as those who are just looking to list their first items on eBay. This is your opportunity to introduce both audiences to the many benefits of shipping with the U.S. Postal Service.

##### Topics to cover include:

- Shipping online items economically and reliably with the Postal Service.™
- Ordering free USPS® shipping supplies, including packaging that is co-branded with the eBay logo.
- Simplifying shipping with Priority Mail Flat Rate™ Boxes and Envelopes.
- Paying for postage and insurance online.
- Printing shipping labels online.
- Requesting Free Package Pickup\* to save a trip to the Post Office.™

Share the enclosed USPS Shipping Informational folder with attendees at these events. You can order as many as you need from inventory (while supplies last).



#### Every Door Direct Mail™ (EDDM)



##### Key message

Every Door Direct Mail lets businesses send promotional mailings to every address in a neighborhood without needing a mailing list.

##### Overview

With Every Door Direct Mail, businesses can send Standard Mail® flats, irregular parcels, periodicals, or bound printed matter flats to every address on a carrier route.

##### Your customers get:

- The benefits of Direct Mail without the need to buy a mailing list or print names and street addresses – helping their business save time and money.
- Access to every address in their immediate area for marketing initiatives.
- An online tool to identify carrier routes for distribution of their mailings.

In short, Every Door Direct Mail can help businesses find new customers and build more traffic – all without the need of a mailing list.

##### Potential businesses to target:

- Pizza parlors and other restaurants
- Dry cleaners and tailoring services
- Insurance companies, banks, and real estate agencies
- Lawn care and home maintenance services
- Auto dealerships and repair shops
- Furniture stores and other local retailers
- Bakeries and specialty shops

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\* For complete details on Free Package Pickup, go to [USPS.com/pickup](http://USPS.com/pickup)



Exhibit C, Inventory Reference Sheet

# Inventory Reference Sheet

## Order these materials to promote Every Door Direct Mail™ service.

Be sure to take full advantage of support materials available to help you promote Every Door Direct Mail and Every Door Direct Mail Retail. **Order the items below from the BCDC at [bcdc.usps.gov](http://bcdc.usps.gov). Hurry! Supplies are limited.**



11SUPBROS73  
• Every Door Direct Mail Small Business Brochure



11SUPSHT551  
• Every Door Direct Mail Fact Sheet



11SUPSHT576  
• Every Door Direct Mail Retail Fact Sheet



11SUPLABS85  
• Every Door Direct Mail Printer Leave Behind Kit

This kit is designed for your "printer" customers to inform them about EDDM. It also provides materials to help them promote it to their customers.

- The kit includes:
- A letter you can personalize.
  - How-To Guide and Fact Sheets.
  - Promotional materials: a counter display with a tear pad and a CD containing a brochure printers can customize with their logo (a printed copy is included).



11SUPSHT552  
• Every Door Direct Mail Q&A Sheet



11SUPBROS53  
• Every Door Direct Mail Overview and How-To Guide

*(See reverse for "A Simpler Way to Ship Your Online Items" materials.)*

**FOR INTERNAL USE ONLY**



# Inventory Reference Sheet

## Order these materials to support your "A Simpler Way™ to Ship Your Online Items" group events.

Be sure to take full advantage of support materials available to help you promote the wide array of products and services for online shippers. **Order the items below from the BCDC at [bcdc.usps.gov](http://bcdc.usps.gov). Hurry! Supplies are limited.**



10EPSSHT288  
**Priority Mail® Service Fact Sheet**



10EPSSHT287  
**Express Mail® Service Fact Sheet**



11SUPSHT549  
**Priority Mail Flat Rate™ Padded Envelope Fact Sheet**



11SUPSHT560  
**Priority Mail Regional Rate Boxes™ Fact Sheet**



10EPSSHT297  
**No Hidden Surcharges Fact Sheet**



10EPSSHT295  
**Flat Rate Options Fact Sheet**



11SUPSHT562  
**Package Pickup Services Fact Sheet**



11SUPSHT550  
**International Shipping Fact Sheet**



11EPSFOL331  
**USPS® Shipping Informational Folder**



11EPSDK333  
**"Sell on eBay. Ship with the U.S. Postal Service"™ DVD**

*(See reverse for Every Door Direct Mail™ materials.)*

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Exhibit D, "Sell on eBay. Ship with the U.S. Postal Service." DVD



Exhibit E, USPS Shipping Informational Folder


**U.S. Postal Service® Shipping Guide**

Delivery Service	Product Benefits	Delivery Days	Allowable Weight	Free Package Pickup <sup>1</sup>	Free Supplies	Free Delivery Confirmation™ Service	No Hidden Surcharges <sup>1</sup>
<b>Express Mail® service<sup>1</sup></b> Starting at \$13.25 (\$12.96 with online discount)	<ul style="list-style-type: none"> <li>Overnight shipping</li> <li>Guaranteed on-time delivery 365 days a year</li> </ul>	1 day (most locations)	up to 70 lbs.	✓	✓		✓
<b>Priority Mail® service</b> Starting at \$5.10 (\$4.80 with online discount)	<ul style="list-style-type: none"> <li>Economical and reliable</li> <li>Wide variety of packaging</li> </ul>	2-3 days	up to 70 lbs.	✓	✓	✓ <sup>4</sup>	✓
<b>Priority Mail Flat Rate™ service</b> Starting at \$4.95 for Flat Rate Envelopes and \$5.20 for the Small Flat Rate Box (online savings available)	<ul style="list-style-type: none"> <li>If it fits, it ships<sup>5,6</sup> anywhere in the country for a low Flat Rate</li> <li>NEW Prepaid Forever™ options</li> </ul>	2-3 days	up to 70 lbs.	✓	✓	✓ <sup>4</sup>	✓
<b>Priority Mail Regional Boxes™</b> Starting at \$4.97 (Box A), \$5.81 (Box B)	<ul style="list-style-type: none"> <li>Convenient, cost-effective way to ship short distances</li> </ul>	2-3 days	Box A: 15 lbs. Box B: 20 lbs.	✓	✓	✓ <sup>4</sup>	✓
<b>Global Express Guaranteed®</b> Starting at \$35.50 (10% online savings)	<ul style="list-style-type: none"> <li>Date-certain delivery with money-back guarantee<sup>7</sup></li> <li>\$100 insurance included; additional available</li> </ul>	1-3 business days <sup>7</sup>	up to 70 lbs. for most destinations	✓	✓		✓
<b>Express Mail International®</b> Starting at \$26.95 (8% online savings)	<ul style="list-style-type: none"> <li>Date-certain delivery to select countries</li> <li>\$100 insurance included; additional available</li> <li>Free return service of undeliverables</li> </ul>	3-5 business days <sup>7</sup>	Varies by country; up to 66 lbs. for most destinations	✓	✓		✓
<b>Priority Mail International®</b> Starting at \$21.25 (5% online savings)	<ul style="list-style-type: none"> <li>Flat Rate options available</li> <li>Free indemnity coverage on parcels</li> <li>Insurance available for a fee</li> </ul>	6-10 business days <sup>7</sup>	Varies by country; up to 66 lbs. for most destinations	✓	✓		✓
<b>First-Class Mail International®</b> Starting at \$8.00	<ul style="list-style-type: none"> <li>Most economical mailing and shipping</li> </ul>	Varies	Varies by country; up to 4 lbs.	✓			✓
<b>First-Class Mail® and First-Class Mail Commercial Plus™ Parcels</b> Starting at \$0.44	<ul style="list-style-type: none"> <li>Can be letters, flats, or packages</li> </ul>	2-3 days	Mail: 13 oz. or less; Commercial Plus: 16 oz. or less	✓ <sup>8</sup>			✓
<b>Parcel Post®</b> Starting at \$5.10	<ul style="list-style-type: none"> <li>Cost-efficient way to ship packages</li> </ul>	2-8 days	up to 70 lbs.	✓ <sup>8</sup>			✓
<b>Media Mail®</b> Starting at \$2.41	<ul style="list-style-type: none"> <li>Low-cost way to ship books, film, manuscripts, and other media</li> </ul>	2-8 days	up to 70 lbs.	✓ <sup>8</sup>			✓

<sup>1</sup> See USPS.com/package for details.  
<sup>2</sup> For bulk, volume delivery and pickup, residential delivery, delivery area, additional handling, and address correction.  
<sup>3</sup> Express Mail service commitments are based on drop-off times. See Retail Associate or USPS.com® for details.  
<sup>4</sup> Free when postage is purchased online.  
<sup>5</sup> For available items up to 70 lbs. Visit USPS.com for details.  
<sup>6</sup> Some restrictions apply. Visit USPS.com for details.  
<sup>7</sup> For many major markets. Average number of days may vary. Visit USPS.com/international for more information.  
<sup>8</sup> When accompanied by Express Mail, Priority Mail, or International services.

For more information, visit **USPS.com®**

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11EFS01311



All you need to know about shipping online items with the U.S. Postal Service®.




Sell on eBay. Ship with the U.S. Postal Service.

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Shipping Options for Online Sellers

## Ship your online items quickly and easily.

Online sites such as eBay offer you a world of buyers for your products. And the U.S. Postal Service® offers you fast, affordable shipping to get those products to their doors. From lower online pricing and convenient Flat Rate products to global options and no hidden surcharges, the Postal Service™ can help you lower shipping costs. Plus, you can ship online and save a trip to the Post Office™ – order free packaging, calculate postage, add insurance, print shipping labels, and request Free Package Pickup.<sup>1</sup> To get started, simply visit [USPS.com](http://USPS.com)<sup>2</sup>



Get the information you need to sell on eBay, and grow your eBay business at [eBay.com/university](http://eBay.com/university)

### Step 1: Choose a product.

#### Domestic shipping options.

The Postal Service offers a wide range of shipping options to meet the needs of eBay sellers:

- **Express Mail® service**<sup>3</sup> – Guaranteed overnight delivery to most locations 365 days a year with free tracking and proof of delivery. **Starting at \$13.25 (\$12.96 with online discount).**
- **Priority Mail® service** – 2–3 day delivery to most U.S. addresses. **Starting at \$5.10 (\$4.80 with online discount).**
- **Priority Mail Flat Rate™ service** – Ship up to 70 lbs. anywhere in the U.S. for a low Flat Rate. Choose from a variety of boxes and envelopes. Now there's even Prepaid Forever™ Priority Mail Flat Rate packaging. **(Online savings available.)**
- **Priority Mail Regional Rate Boxes™** – Great value for short-distance shipments (boxes available online only – not in Post Office locations).
- **First-Class Mail® and First-Class Mail Parcels** – 2–3 days; mail: 13 oz. or less; parcels: 16 oz. or less.
- **Parcel Post®** – 2–8 days, best value.
- **Media Mail®** – Best rate for books, CDs, and other media.

#### International shipping options.

Expand your reach beyond U.S. borders with a number of international products, including:

- **Global Express Guaranteed™** – International date-certain delivery provided by FedEx Express® within 1–3 business days<sup>4</sup> to more than 185 countries with a money-back guarantee! Purchase at [USPS.com](http://USPS.com) and get a **10% online savings.**
- **Express Mail International™** – Delivery within 3–5 business days<sup>5</sup> to more than 180 countries, free return service of undeliverables, and **8% online savings.**
- **Priority Mail International™** – Delivery within 6–10 business days<sup>6</sup> to more than 190 countries, Flat Rate options<sup>7</sup> and **5% online savings.**
- **First-Class Mail International®** – Most economical solution for items under 4 lbs. See the chart on the back cover or visit [USPS.com](http://USPS.com) for more details on our shipping services.



#### Get FREE boxes and envelopes.

You can make shipping even simpler by doing it online. Here's how to get started:

- Go to [USPS.com/supplies](http://USPS.com/supplies) to order our FREE packaging – including Flat Rate Boxes and Envelopes.
- Request the quantity you need.
- Your Postal Service letter carrier will deliver your supplies to your home or business free of charge.



### Step 2: Prepare your package.

#### Calculate postage.

Not using a Flat Rate product? With our Postage Price Calculator, you have a simple online tool for calculating the cost of postage to a buyer's address.

- Go to [USPS.com/tools/calculatepostage](http://USPS.com/tools/calculatepostage)
- Follow the easy on-screen instructions.
- Purchase shipping scales at [USPS.com/supplies](http://USPS.com/supplies)



#### Print shipping labels.

To give your packages a professional look, you can print shipping labels online. Simply print on regular paper and affix with clear packaging tape. It's another way we make shipping simpler.

- **Save time with Click-N-Ship® service.**
- Print postage-paid shipping labels.
- Get a discount on most products when you pay for postage online.
- Get FREE Delivery Confirmation™ service.
- Maintain shipping history for up to 6 months.
- Create and maintain a private, secure address book.
- Add insurance.
- Get more information at [USPS.com/clicknship](http://USPS.com/clicknship)
- eBay sellers can realize greater savings by shipping on the eBay shipping platform located at: <http://pages.ebay.com/sellerinformation/shipping/easyshipping.html>

#### Insurance and Delivery Confirmation service.

You can also add insurance, Delivery Confirmation service, and Signature Confirmation™ service if desired.

- Insure packages for up to \$500 online.
- Higher insurance available at your Post Office.
- For an added fee, Signature Confirmation service requires the recipient to sign for your package.

#### Customs Forms Made Easy.

- Complete address label and customs form in a single shipping label online.
- To access the Customs Form Indicator, visit [pe.USPS.com](http://pe.USPS.com)
- In the column on the left (calculators) click on Customs Form Indicator.

### Step 3: Ship your package.

#### Free Package Pickup.

By requesting Free Package Pickup, you can save a trip to the Post Office when you ship your online auction items.

- Go to [USPS.com/pickup](http://USPS.com/pickup)
- Schedule a pickup for the next day or up to 3 months in advance.
- We'll pick up the package during normal mail delivery. It will be on its way that day.



#### Automated Postal Center® (APC®).

You can also ship domestic packages using APC kiosks that are located in select Post Office lobbies.

- Accepts debit and credit cards.
- For added convenience, most are available 24 hours a day, 7 days a week.



#### Check delivery status.

When you use a U.S. Postal Service shipping label printed from your computer, you and your customer can monitor the delivery status of the package using the Track & Confirm tool at [USPS.com](http://USPS.com)



#### Returns.

We offer several return options that can make returning items easy for you and your customers.

<sup>1</sup> Go to [USPS.com/pickup](http://USPS.com/pickup) for details.  
<sup>2</sup> Express Mail service commitments are based on drop-off times. See Retail Associate or [USPS.com](http://USPS.com) for details.  
<sup>3</sup> For many major markets. Average number of days may vary. Visit [usps.com/international](http://usps.com/international) for more information.  
<sup>4</sup> Some restrictions apply. Visit [USPS.com](http://USPS.com) for details.  
<sup>5</sup> When shipping internationally, ship up to 20 lbs. in Priority Mail International Medium and Large Flat Rate Boxes and up to 4 lbs. in Flat Rate envelopes and small Flat Rate pre-paid boxes. Visit [USPS.com](http://USPS.com) for details.



## Exhibit F, Carrier Tear Pads



Every  
mailing  
address.

No  
mailing  
list.

**Every  
Door  
Direct  
Mail™**



11EP50TH329



**Market to every address  
without needing the addresses.**

Every Door Direct Mail™ from the U.S. Postal Service® lets you reach every address in a neighborhood without needing names or street addresses. This helps your business save the cost of renting a mailing list and printing specific addresses on your mailpieces. Try it today!

**Learn more at  
USPS.com  
/everydoordirectmail**

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## There's A Simpler Way™ to ship your online items.



11EPS0TH332



## Sell stuff online? We can help.

### Online shipping solutions.

If you sell items online, we've got shipping services to meet your needs:

- Simplify with Priority Mail Flat Rate™ options – *if it fits, it ships*®\* anywhere in the country for a low Flat Rate.
- Order free packaging and request Free Package Pickup† online.
- Print postage-paid labels and get free Delivery Confirmation™ service.

- Need it there overnight? We offer that – plus international options and new Priority Mail Regional Rate Boxes™.

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# Policies, Procedures, and Forms Updates

## Manuals

### DMM Revision: Mobile Barcode Promotion

Effective July 5, 2011, the Postal Service™ will revise *the Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM®) 709* to add a temporary promotion for First-Class Mail® cards, letters, and flats, and Standard Mail® letters and flats bearing two-dimensional mobile barcodes.

To be eligible for a three percent postage reduction, each mailpiece in the mailing (and listed on the postage statement) must have a qualifying two-dimensional mobile barcode on the outside of each piece or on the contents within each piece. The barcodes, when scanned, must be used for consumer interaction and be relevant to the contents of the mailpiece. The mobile barcodes must be used for marketing, promotional, or educational purposes. They may not be used for internal corporate operational processes or for postage evidencing purposes. Barcodes that link consumers to sites that encourage enrollment to online bill paying or paperless statement services are not considered marketing, promotional, or educational for the purposes of this initiative and are not eligible for the discount.

A price reduction of three percent of the total postage cost for a mailing in which all mailpieces contain a two-dimensional mobile barcode (also known as a “QR” barcode) that is readable by consumer smartphones will apply to presort and automation mailings of First-Class Mail cards, letters, and flats, and Standard Mail (including nonprofit) letters and flats. Commingled, comailed, and combined mailings are allowed, but a separate postage statement is required for mailpieces with mobile barcodes. Eligible mailings must be accompanied by electronic documentation under existing mailing standards for submission of electronic documentation.

Other than the full-service Intelligent Mail® barcode discount, mailpieces are ineligible to receive any other incentive if claiming the mobile barcode promotion three percent discount.

The Postal Service will implement the promotion and temporary price reduction effective for mailings made on July 1, 2011, through August 31, 2011. Plant-verified drop shipment (PVDS) mailings may be accepted at origin on or after June 26, 2011, for mail to be entered at a destination facility on or after July 1, 2011. PVDS shipments accepted no later than August 31 may be entered at destinations through September 15, 2011. Program requirements, including updated FAQs, are available on the RIBBS website

at <https://ribbs.usps.gov/index.cfm?page=mobilebarcode> or by sending an e-mail to [mobilebarcode@usps.gov](mailto:mobilebarcode@usps.gov).

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

	*	*	*	*	*
<b>700</b>	<b>Special Standards</b>				
	*	*	*	*	*
<b>709</b>	<b>Experimental and Temporary Classifications</b>				
	*	*	*	*	*

[Add new 4.0 as follows:]

#### **4.0 Two-Dimensional Mobile Barcode Promotion**

##### **4.1 Program Description and Scope**

The two-dimensional mobile barcode promotion provides a three percent discount for presorted and automation mailings of First-Class Mail cards, letters, and flats and Standard Mail (including Nonprofit) letters and flats that include a two-dimensional mobile barcode when the mailpieces meet all the conditions in these standards. The promotion is valid for mailings entered from July 1, 2011, through August 31, 2011. Plant-verified drop shipment (PVDS) mailings meeting all relevant standards may qualify for participation in this promotion as follows:

- PVDS mailings may be accepted at origin as early as June 26, 2011, if they are entered on or after July 1, 2011, at the destination.
- PVDS mailings may be accepted at origin as late as August 31, 2011, if they are entered no later than September 15, 2011, at the destination.

##### **4.2 Eligibility Standards**

To be eligible for the three percent discount, mailpieces must be mailed under the following conditions:

- A two-dimensional mobile barcode must be on each mailpiece, either on the outside or printed on the contents of the piece. One-dimensional barcodes do not qualify.
- The barcode must be readable by a mobile smartphone with a two-dimensional barcode reader application. The barcode must be used for marketing, promotional, or educational purposes and be relevant to the contents of the mailpiece. Barcodes with

links that direct consumers to sites that encourage enrollment to online bill paying or paperless statement services are not considered marketing, promotional, or educational for the purposes of this initiative and are not eligible for the discount. Mailpieces with mobile barcodes that convey postage information, destination, or sender or machinable serial number for security also are not eligible for the discount.

- c. The mailpieces with mobile barcodes must be one of the following:
  1. Presorted or automation First-Class Mail cards, letters, or flats.
  2. Standard Mail (including nonprofit) letters or flats.
- d. Postage must be paid with a permit imprint, and the postage statement and mailing documentation must be submitted electronically. All pieces on a postage statement must contain a mobile barcode that qualifies for the discount.
- e. Participating mailers must provide the acceptance unit with a sample of the mailpiece that contains a

mobile barcode. Mailers must also retain, until October 31, 2011, a sample of each mailpiece claiming a discount.

- f. Other than a full-service Intelligent Mail discount (see 705.23), no other incentives apply for mailpieces claiming a discount under this promotion.

**4.3 Discount**

Mailers must claim the three percent postage discount on the postage statement at the time the statement is electronically submitted. The electronic equivalent of the mailer’s signature on the postage statement will certify that each mailpiece claimed on the postage statement contains a qualifying two-dimensional mobile barcode.

\* \* \* \* \*

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

— Product Classification, Pricing, 6-30-11

**DMM Revision: Booklets — Tabs, Tape, and Glue**

Effective September 6, 2011, the Postal Service™ will revise the *Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM®)* 201.3.11 to permit the use of additional types of glue to seal booklet-type mailpieces and folded self mailers. In addition, the sealing method for die-cut flaps is clarified.

*[Revise item 3.11h and add new item 3.11i as follows:]*

- h. Continuous, 1/8-inch wide glue lines must be placed along the entire length of the open edge and end within 1/4-inch of the open ends. The selvage along the open edge must not exceed 1/4 inch. Glue lines created with a permanent adhesive that is not tacky when dry are preferred.
- i. Die-cut flaps, those with irregular shapes, must be well sealed to the non-address side panel using tabs, glue spots, or elongated glue lines; however, a 1/8-inch continuous glue line that follows and seals the contour of the shape is highly recommended.

\* \* \* \* \*

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

— Product Classification, Pricing, 6-30-11

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

\* \* \* \* \*

**200 Commercial Letters and Cards**

**201 Physical Standards**

\* \* \* \* \*

**3.0 Physical Standards for Machinable and Automation Letters and Cards**

\* \* \* \* \*

**3.11 Tabs, Tape, and Glue**

\*\*\*The following standards also apply:

\* \* \* \* \*

## ELM Revision: Employee Assistance Program

Effective immediately, the *Employee and Labor Relations Manual* (ELM), subchapter 870, Employee Assistance Program, is revised to update Postal Service™ procedures.

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

\* \* \* \* \*

## **8 Safety, Health, and Environment**

\* \* \* \* \*

### **870 Employee Assistance Program**

[Revise 870 as follows:]

#### **871 Introduction**

##### **871.1 Purpose**

##### **871.11 General**

The Employee Assistance Program (EAP) is a formal, voluntary, non-disciplinary program designed to assist employees and their immediate families in their efforts to resolve personal issues that may impact adversely on work performance, personal well-being, or both. Issues may include, but are not limited to: (a) substance abuse; (b) mental health issues such as depression, anxiety, and stress; and (c) issues that involve family, marital, financial, and legal concerns. Assistance is provided through consultation, evaluation, counseling, and referral to community resources and treatment facilities.

##### **871.12 Substance Abuse, Dependence, and Other Addictions**

Substance abuse, dependence, and other addictions are serious health problems that can adversely affect an employee's job performance and personal life. EAP continues the Postal Service's obligation under its collective bargaining agreements to provide a program for employees with these problems. EAP is not intended to alter or amend any of the rights or responsibilities of the Postal Service or its employees.

##### **871.2 Definitions**

Special terms used in this subchapter include the following:

- a. *EAP counselor* — external EAP counselors must have: (1) a master's or doctorate degree from an accredited college or university recognized by the relevant professional association in a clinical mental health field; and (2) a current state license or state certification to practice as a mental health practitioner. External EAP counselors must also meet any other requirements of the relevant interagency agreement or contract.

**Note:** These requirements do not uniformly apply to the Joint Committee Employee Assistance Programs using internal counselors (see Occupation Codes 01804018, 01804019, and 01804020).

- b. *External EAP service provider* — an individual or group external to the Postal Service that provides EAP services through an interagency agreement or on a contractual basis.
- c. *Family member* — any legal dependent of the employee, or anyone living in the employee's household, with the exception of tenants or employees of the Postal Service employee who live in the household.
- d. *Internal EAP* — an employee assistance program whose counselors are employed by the Postal Service.
- e. *Management referral* — the referral of an employee to EAP by a supervisor or manager because the manager notices behavior that may indicate work performance issues or personal problems.
- f. *Other addictions* — not addiction to drugs or alcohol, but addictive behaviors that may include excessive gambling, eating, and Internet use as well as hypersexuality.
- g. *Other problems* — problems such as depression, anxiety, gambling, and stress as well as emotional, family, marital, financial, and legal problems.
- h. *Self-initiated referral* — an employee's voluntary referral of him- or herself for assistance from EAP, made by directly contacting an EAP counselor.
- i. *Substance abuse* — the excessive use of a substance, especially alcohol or a drug, that results in recurring negative life consequences, such as (1) interpersonal conflicts; (2) failure to meet work, family, or school responsibilities; or (3) legal problems.
- j. *Substance dependence* — commonly referred to as an addiction, it is characterized by: (1) a need for increasing amounts of a substance to maintain desired effects; (2) withdrawal symptoms if drug-taking stops; and (3) preoccupation with activities related to substance use.

#### **871.3 Policy**

##### **871.31 Job Security**

Participation in EAP is voluntary and will not jeopardize the employee's job security or promotional opportunities.

##### **871.32 Limits to Protection**

Although an employee's voluntary participation in EAP counseling should be given favorable consideration in disciplinary action, participation in EAP does not limit man-



agement's right to proceed with any contemplated disciplinary action for failure to meet acceptable standards of work performance, attendance, or conduct. Participation in EAP does not shield an employee from discipline or from prosecution for criminal activities.

### 871.33 Confidentiality

Inquiries regarding participation in EAP counseling are confidential, pursuant to the provisions of 874.4. EAP records may not be placed in an employee's official personnel folder (OPF).

### 871.34 Reasonable Access

The contractor providing counseling must endeavor to provide confidential counseling facilities within a reasonable driving distance from the employee's work site or home, in accordance with the following guidelines:

- a. The Postal Service will provide office space and furnishings for those sites that require counselors to be in postal locations.
- b. Providing ready accessibility to face-to-face EAP counseling is desirable, but may not always be possible. Counselors may offer telephone counseling or request that the employee travel to the counselor's office.
- c. Reasonable hours and days, including coverage of all three tours, will be set by mutual agreement between the EAP consultant and the Human Resources manager.
- d. Counselors may adjust their schedules to respond to crisis situations and to meet other needs, such as providing information sessions and visiting facilities.

### 871.35 Scheduling

The following guidelines apply to scheduling and whether EAP sessions take place on or off the clock:

- a. An employee's first visit to EAP is on the clock, whether the visit is initiated by management, the union representative, or the employee (unless the employee prefers to visit the EAP unit on his or her own time).
- b. Subsequent consultations are on the employee's own time.
- c. If a reasonable period of time has elapsed since a management referral or a previously disclosed self-referral, the manager or supervisor may, on a case-by-case basis, approve an additional on-the-clock session.
- d. To receive pay for an on-the-clock session, the employee must authorize the EAP provider to disclose his or her attendance to management.

## 872 Program Elements

### 872.1 Education

EAP counselors and subcontract counselors must provide information, training, or both periodically for all Postal Service employees to inform them about EAP services and the kinds of personal problems that can affect job performance or conduct.

### 872.2 Problem Identification, Referrals, and Evaluation

#### 872.21 Patterns of Behavior and Work Performance Problems

Certain patterns of behavior and/or work performance can be indicative of problems affecting an employee. Deterioration in attendance, appearance, conduct, ability, or any combination of these factors may signal that the employee is experiencing a personal problem that may affect his or her job performance. These problems may include depression, anxiety, gambling, emotional stress, and marital problems as well as substance abuse, dependence, or other addictions.

#### 872.22 Referrals to EAP

##### 872.221 Management Referrals

If a supervisor or manager observes any of the patterns listed in 872.21 or has some other reason to believe that EAP could provide needed assistance to an employee, he or she may refer the employee to EAP.

Since participation is voluntary, the employee has the option to refuse the referral and **cannot be disciplined** for noncompliance.

If an employee has signed a Last Chance or Settlement Agreement that requires EAP participation, the employee **can be disciplined** for noncompliance under the terms of the agreement.

##### 872.222 Referrals From Others

Fellow employees, union representatives, management association representatives, medical personnel, family members, or judicial and social service agencies may refer employees to EAP. However, if any of these suggest or recommend that the employee seek EAP assistance, participation is always voluntary.

##### 872.223 Self-Referrals

Employees who want help with any personal problem or concern are encouraged to seek assistance directly by personally contacting EAP.

##### 872.224 EAP Response

The following requirements apply:

- a. EAP counselors must accept all referrals.

- b. Face-to-face or telephone interview appointments must be available within a reasonable period from the time the request is made by the employee or family member.
- c. Face-to-face and telephone appointments for urgent situations must be made consistent with need, regardless of the counselor's regularly scheduled hours.
- d. Crisis counseling must be available by telephone 24 hours a day, 365 days a year.

### **872.23 Problem Evaluation**

EAP counseling staff provide assessment services and arrange counseling for employees or family members or refer them to appropriate treatment resources.

### **872.3 Recovery Counseling and Resources**

#### **872.31 EAP Counseling Units**

EAP units are staffed by EAP professionals trained to counsel and provide referral services to individuals who seek their assistance. Postal Service EAP units are not equipped to provide detoxification or drug rehabilitation assistance, but they can make referrals to outside programs and treatment facilities for these problems. To provide convenient, ready access to EAP counseling services for all Postal Service employees and their family members, a network of similarly qualified and capable affiliate counselors is available to provide EAP counseling services at other locations.

#### **872.32 Residential and Community Resources**

EAP counseling service providers:

- a. Maintain information about a variety of outside programs, treatment facilities, and resources available to employees and family members.
- b. Provide assistance with initial arrangements and appointments.

The cost of these programs or treatment facilities is borne by the employee or by the employee's health insurance (pursuant to terms of the policy). In cases for which hospitalization or detoxification is recommended, the employee is responsible for requesting sick leave, leave without pay, annual leave, or advanced sick leave.

### **872.4 Follow-Up**

#### **872.41 Progress**

If a manager or a supervisor has referred an employee to EAP counseling because of a job performance problem, that manager or supervisor shall continue to monitor the employee's job performance.

### **872.42 Discontinuance of Participation**

Whether an employee opts to continue or discontinue participation in EAP counseling, he or she is responsible for maintaining prescribed job performance standards.

### **872.43 Return to Work**

If an employee is on leave from the Postal Service to participate in an outside rehabilitative program for mental health or substance abuse issues, the EAP counselor may, *upon the employee's request and authorization*, monitor the course of rehabilitation and assist in any contemplated return to work.

### **872.5 Program Evaluation**

EAP must be evaluated annually or more often, as needed. The purpose of these evaluations is to measure the efficiency and effectiveness of the program and to ensure that it is operating within established policy.

### **873 Reinstatement of Recovered Employees**

#### **873.1 Policy**

##### **873.11 Consideration of Request**

Managers should give serious consideration to a request for reinstatement from a recovered employee because the experience gained during previous postal employment could be a valuable asset to the Postal Service.

##### **873.12 Consideration of Other Factors**

In reviewing reinstatement requests, local management must consider the following factors:

- a. The former employee's Postal Service work history.
- b. The nature of the charges that led to removal or resignation.
- c. The eligibility factors set forth in ELM 873.2 and in Handbook EL-312, *Employment and Placement*.

##### **873.13 Exceptions to Consideration for Reinstatement**

When a former employee's record reflects a criminal conviction or pending criminal charges, the procedures outlined in Handbook EL-312, Chapter 5, Suitability, must be followed. In addition, exceptions to reinstatement consideration are made when an employee has been removed from the Postal Service for any of the following reasons:

- a. Theft of mail or Postal Service property.
- b. Possession or sale of drugs while on duty.
- c. Fraud against the Postal Service.
- d. Assaults or threats against Postal Service personnel.

## 873.2 Eligibility

### 873.21 Procedures

Reinstatement of an individual whose removal or resignation from the Postal Service is related to alcoholism, dependency on drugs, or other problems may be considered when the individual:

- a. Submits a written request for reinstatement, accompanied by a signed authorization to release information, indicating the employee's written consent to a waiver of federal regulations on confidentiality restrictions.
- b. Is willing to accept reinstatement on the basis of continuing to successfully participate in a course of care or activity based on an EAP counselor's recommendation.

### 873.22 Management Responsibilities

Prior approval must be obtained before employing a former Postal Service or federal employee who:

- a. Was removed from the Postal Service or other federal employment for cause; or
- b. Resigned after being notified that charges proposing removal would be, or had been, issued.

Approval must be obtained from the district manager of Human Resources, the area manager of Human Resources, or the vice president of Employee Resource Management. For further information, see the Handbook EL-312, *Employment and Placement*, section on Handling Removals From Postal Service or Other Federal Employment.

## 873.3 Compliance With Agreements

If a former bargaining unit employee is reinstated to a bargaining unit position, employing officials must comply with all relevant provisions of applicable collective bargaining agreements in determining the employee's seniority and other contractual rights.

## 874 EAP Counseling Records

### 874.1 Restricted Information

*Restricted information* is information with limitations on its access within the Postal Service and its disclosure outside the Postal Service consistent with the following federal laws:

- a. The Privacy Act of 1974, as amended.
- b. The Health Insurance Portability and Accountability Act (HIPAA) of 1996.
- c. The Public Health Service Act of 1944, as amended (see 874.4).

## 874.2 Policy

Information about EAP counseling participants is *restricted information*, which must be held in confidence and is subject to disclosure **only** as described in 874.4 and pursuant to the provisions of the federal laws listed in 874.1.

## 874.3 Custodians of Records

### 874.31 Postal Service Providers

When EAP services are provided by Postal Service employee counselors, counseling records are maintained by the counselor within the Privacy Act system of records, USPS 120.140, Personnel Records — Employee Assistance Program (EAP) Records. These records are subject to Postal Service policy and regulations, as follows:

- a. Provisions of the Privacy Act as set forth in:
  - (1) Title 39 CFR 266, Privacy of Information.
  - (2) Handbook AS-353, *Guide to Privacy, the Freedom of Information Act, and Records Management* (including the appendix, Privacy Act System of Records).
- b. Provisions of HIPAA regarding access, disclosure, amendment, and maintenance of records.

### 874.32 Private Providers

When EAP services are provided through an interagency agreement or a private vendor, the following requirements apply:

- a. Each EAP counseling service provider is responsible for maintaining records on participants.
- b. These counseling records are the property of the primary provider and maintained in a system of records.
- c. The primary provider must maintain policies and procedures for safeguarding the confidentiality of client data and files and may be liable under the law for improper release of such information.
- d. The primary provider agrees to assert any privilege allowed by law and to defend vigorously Postal Service and employee rights to confidentiality.

## 874.4 Disclosure

### 874.41 General

#### 874.411 Usual Recipients

Information identifying substance abuse program participants, whether or not such information is recorded, may be disclosed as follows:

- a. To medical personnel to the extent necessary to meet a bona fide medical emergency involving the EAP participant.
- b. To qualified personnel, with the express written authorization of the vice president of Employee Re-

source Management, for purposes of conducting scientific research or program audits or evaluation. However, under no circumstances may any *personally identifiable information* be disclosed in the resulting evaluation, research, or audit reports.

- c. To a court, under the following circumstances:
  - (1) When authorized by a court order upon showing of good cause, such as when necessary to protect against an existing threat to life or threat of bodily injury, or in connection with the investigation or prosecution of a crime.
  - (2) In litigation or an administrative proceeding when authorized by the trier of fact, when the EAP participant offers testimony or other evidence pertaining to the content of his or her EAP participation. Counsel should be contacted for assistance in evaluating the court order and in determining the extent to which information must be released.
- d. To any person when the EAP participant gives prior written consent to disclose information. This consent specifies the nature and scope of the topics to be released, to whom information is to be released, the purpose of the disclosure, and the date on which the consent terminates.
- e. To a person in any situation in which the EAP counselor has a duty to warn.
- f. To an expert, consultant, or other individual who is under contract to the Postal Service to fulfill an agency function, but only to the extent necessary to fulfill that function, and in accordance with the Privacy Act restrictions of 39 CFR 266.6.

**874.412 Limitation of Disclosure**

In all cases cited in 874.411, only information that is absolutely necessary to satisfy the recipient’s business or medical need is to be disclosed.

**874.42 Criminal Activity**

**874.421 EAP Records**

EAP counseling records or personnel may **not** be used to initiate or substantiate any criminal charges against an EAP participant or to conduct any investigation of a participant, except as authorized by a court order for good cause.

**874.422 Limitation of Confidentiality**

If an employee who is an EAP counseling participant reveals the commission or intended commission of serious criminal activity, the EAP counselor is not prohibited from disclosing that information so long as the employee is not identified as an EAP counseling program participant. Confidentiality does not apply in any of the following cases:

- a. A crime is committed on EAP premises or against EAP counselor personnel, or a threat to commit such a crime is made.
- b. Incidents occur in which information must be reported as required by state law; for example, mandatory reporting of child abuse and/or neglect (and elder/spouse abuse in some states).
- c. For a disclosure that may be required by elements of the criminal justice system because they have referred employees who are EAP participants.

\* \* \* \* \*

We will incorporate the complete text of this revision into the next printed version of the ELM and into the online update available on the Postal Service PolicyNet website:

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click *PolicyNet*.
- On the PolicyNet page, click *Manuals*.

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

— *Employee Assistance/Workplace Environment Improvement Programs, Labor Relations, 6-30-11*

**POM Revision: Discontinuance Procedures**

Effective immediately, the *Postal Operations Manual* (POM) is revised to remove the discontinuance procedures in sections 123.6 through 123.8. Section 123.5 is revised to reflect the current name of PS Form 1362, *Status Change Request/Report*. Section 123.9 is also revised to refer exclusively to the recordkeeping requirements for termination of community Post Offices™ and contract postal units. Discontinuance procedures are detailed in 39 CFR 241.3 and Handbook PO-101, *Post Office Discontinuance Guide*,

and so the pertinent POM provisions are duplicative and could lead to unnecessary confusion.

**Postal Operations Manual (POM)**

\* \* \* \* \*

**1 Retail Management**

\* \* \* \* \*



**12 Retail Facility Management**  
\* \* \* \* \*

**123 Post Offices, Stations, Branches, Contract Postal Units, and Nonpersonnel Units**  
\* \* \* \* \*

[Revise the title and text of 123.5 to read as follows and delete 123.51:]

**123.5 Reporting Requirements for Change in Post Office, Station, or Branch and ZIP Code Status**

Immediately upon approval of a change in status or a detection that a previous reporting was erroneous, areas will ensure that a PS Form 1362, *Status Change Request/Report*, is completed and submitted to Address Management, Operations Support, at Headquarters. Instructions for completion are on the reverse of the form. The actions to be reported are as follows:

- a. Conversion of a postal unit from one type to another.
- b. A change in the name of a postal unit or the ZIP Code for a delivery area.
- c. Establishment of city delivery service.
- d. Relocation of a postal unit to a building with a different owner status (e.g., from a privately owned- to a Postal Service-owned building).
- e. Detection that information reported from the National ZIP Code Information System files is in error.

[Delete 123.6 through 123.8 in their entirety, renumber 123.9 as 123.6, and revise as follows:]

**123.6 Reporting Requirements for Community Post Office or Contract Postal Unit Discontinuance**

Upon the discontinuance of a community Post Office or contract postal unit, a report of change in status must be made on PS Form 1362, *Status Change Request/Report*, as required by 123.5. Additionally, when a contract unit is discontinued, a contract modification must be completed to show the contract termination date and submitted to the following address:

ACCOUNTING SERVICE CENTER  
US POSTAL SERVICE  
PO BOX 14678  
ST LOUIS MO 63180-9400

\* \* \* \* \*

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

- Go to <http://blue.usps.gov>.
- In the left-hand column under “Essential Links”, click *PolicyNet*.
- Click *Manuals*.

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

— Customer Service Operations,  
Delivery and Post Office Operations, 6-30-11

## Handbooks

### Handbook PO-230 Revision: Pictorial Postmarks Handbook

Effective immediately, Handbook PO-230, *Pictorial Postmarks*, is revised to reflect the new address and contact information for the Pictorial Postmarks program.

The following address should replace the former program address in Handbook PO-230:

Pictorial Postmark Program Manager  
Stamp Fulfillment Services  
PO Box 449992  
Kansas City MO 64144-9992  
Fax: 816-545-1206  
e-mail: [PictorialPostmarks@usps.gov](mailto:PictorialPostmarks@usps.gov)

#### Handbook PO-230, *Pictorial Postmarks*

##### Transmittal Letter

\* \* \* \* \*

**E. Comments and Questions.** Send a memorandum with comments and questions regarding the content of this handbook to:

[Revise address to read as follows:]

Pictorial Postmark Program Manager  
Stamp Fulfillment Services  
PO Box 449992  
Kansas City MO 64144-9992  
Fax: 816-545-1206  
e-mail: [PictorialPostmarks@usps.gov](mailto:PictorialPostmarks@usps.gov)

\* \* \* \* \*

#### 1 Introduction

\* \* \* \* \*

[Revise address to read as follows:]

Pictorial Postmark Program Manager  
Stamp Fulfillment Services

PO Box 449992  
 Kansas City MO 64144-9992  
 Fax: 816-545-1206  
 e-mail: [PictorialPostmarks@usps.gov](mailto:PictorialPostmarks@usps.gov)

\* \* \* \* \*

### Approving or Rejecting Requests

\* \* \* \* \*\*

#### 5-3 Approval/Rejection of the Request

\* \* \* \* \*

#### 5-3.3 Action by the District Manager (or Designee)

\* \* \* \* \*

[Revise address to read as follows:]

Pictorial Postmark Program Manager  
 Stamp Fulfillment Services  
 PO Box 449992  
 Kansas City MO 64144-9992  
 Fax: 816-545-1206  
 e-mail: [PictorialPostmarks@usps.gov](mailto:PictorialPostmarks@usps.gov)

\* \* \* \* \*

#### Exhibit 5-3.3 Pictorial Postmark Announcement Form (not actual size)

\* \* \* \* \*

[Revise address in both places on PS Form 413 to read as follows:]

Pictorial Postmark Program Manager  
 Stamp Fulfillment Services  
 PO Box 449992  
 Kansas City MO 64144-9992

Fax: 816-545-1206  
 e-mail: [PictorialPostmarks@usps.gov](mailto:PictorialPostmarks@usps.gov)

\* \* \* \* \*

### 6 Publicity

\* \* \* \* \*

#### 6-4 Canceling or Amending Previously Published Announcements

\* \* \* \* \*

[Revise address to read as follows:]

Pictorial Postmark Program Manager  
 Stamp Fulfillment Services  
 PO Box 449992  
 Kansas City MO 64144-9992  
 Fax: 816-545-1206  
 e-mail: [PictorialPostmarks@usps.gov](mailto:PictorialPostmarks@usps.gov)

\* \* \* \* \*

We will incorporate these revisions into the next printed version of Handbook PO-230 and into the online version available on the Postal Service™ PolicyNet website:

- Go to <http://blue.usps.gov>.
- Under “Essential Links,” click *PolicyNet*.
- Click the *HBKs* tab and scroll down to find Handbook PO-230.

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

— Stamp Services,  
 Government Relations and Public Policy, 6-30-11

## Publications

### Publication 75, Mover's Guide, News

The July 2011 issue of Publication 75, *Mover's Guide* has been shipped to all Post Office™ facilities. All shipments should have been received by June 30, 2011. After June 2011, recycle all expired versions.

The cover of the *Mover's Guide* envelope now includes color-coded up/down arrows along with the in-market dates to convey its effective quarter.

The corresponding color code of the up/down arrow for the July 2011 issue is *purple*.

#### Mover's Guide Information

- Offices will receive copies of *Mover's Guide* in one or two shipments. The first shipments should have arrived at the end of June. The second shipments will arrive 3 to 5 weeks later. Shipments are sent in quantities of 25, 100, and 300.

- Your facility may receive copies of *Mover's Guide* addressed to other offices. If so, break down each pallet in accordance with the posted plaque, check the labels, and forward the guides as appropriate.

#### Behind the Counter Program

Below are a few points about program compliance:

- Copies of *Mover's Guide* must be kept behind the counter. No copies of *Mover's Guide* should be placed in the inner or outer lobby or on the clerk counters. Postal carriers are encouraged to distribute Internet change-of-address (ICOA) Message Cards in lieu of copies of *Mover's Guide* on postal routes.
- Retail associates should *encourage* their customers requesting change-of-address information to go online at [www.usps.com](http://www.usps.com). ICOA transactions provide customers with the most convenient, safe, and secure way to change their address. Furthermore,

ICOA transactions reduce processing time, improve address accuracy, and generate significant revenue for the Postal Service™.

- Advise customers to take an ICOA Message Card to reinforce an online change-of-address message.
- Customers unwilling or unable to submit their change of address at [www.usps.com](http://www.usps.com) should be given a complete, unopened copy of *Mover's Guide*.

**Note:** The Mover's Guide Behind the Counter Program is part of the ad-hoc section of the 2010 Retail Customer Experience Program, so it is critical that your Post Office be compliant with the program throughout the year by keeping copies of *Mover's Guide* out of Post Office lobbies.

**ICOA Message Card Information**

- If your Post Office has an ICOA Message Card display, *do not throw it away*. The display is *required* to be in the lobby and expected to have the ICOA Message Cards in it at all times. Replenishment cards and updated banners are mailed with your *Mover's Guide* shipments.
- If your Post Office does *not* have an ICOA Message Card display, you must call the replenishment phone number below for ICOA Message Card replenishment.

- If any Post Office runs out of ICOA Message Cards between shipments, call Imagitas at 800-816-6837 for replenishment.
- All Post Offices must have ICOA Message Cards in their lobbies for customer reference.

**Inventory Management Resources: Mover's Guide and ICOA Message Card**

To find out when your office will receive shipments, go to [http://blue.usps.gov/purchase/operations/ops\\_downloads.htm](http://blue.usps.gov/purchase/operations/ops_downloads.htm); click *Mover's Guide (Pub75) Distribution for July 2011*. (Use the Ctrl + F function while the "Fed-strip" Column is highlighted to search for your office.)

To change the quantity of your shipments, call Imagitas at 800-816-6837 or visit [http://blue.usps.gov/delret/L4CustServSupp\\_Mover.htm](http://blue.usps.gov/delret/L4CustServSupp_Mover.htm).

For further information, visit our FAQs at [http://blue.usps.gov/retail/\\_SiteOps/\\_pdf/moveguide\\_faqs\\_12jan07.pdf](http://blue.usps.gov/retail/_SiteOps/_pdf/moveguide_faqs_12jan07.pdf).

Businesses and organizations must purchase their copies of the *Mover's Guide* and can obtain order forms by calling Imagitas at 800-816-6837.

— Address Management,  
Product Information, 6-30-11

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

Effective June 30, 2011, Publication 431, *Post Office Box Service and Caller Service Fee Groups*, is revised to include the following changes.

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

\* \* \* \* \*

[Add the following entries:]

ZIP Code	Fee Group
06638	5
27228	7

\* \* \* \* \*

[Delete the following entries:]

ZIP Code	
15225	25028
15228	33151
15485	33299
16123	60133
16510	60179
16616	61324
17839	61475
18519	63535
24215	74760

\* \* \* \* \*

[Revise the following entries:]

ZIP Code	Fee Group
08620	4
19436	3
38126	5
44137	4

\* \* \* \* \*

The online version of Publication 431 is dated July 2010. Publication 431 is currently available on the Postal Service™ PolicyNet website (<http://blue.usps.gov/cpim>):

- Go to <http://blue.usps.gov>.
- Under "Essential Links" in the left-hand column, click *PolicyNet*.
- Click *PUBs*.

Offices with WebBATS access can view current Publication 431 information by generating a WebBATS Facility Information Report as follows:

1. Go to the WebBATS main menu, and select *Reports*. The reports page opens.
2. Under the Clients/System column, System category, click *Facility Information*.
3. View the Fee Group field in the report.

— Special Services,  
Channel Access, 6-30-11

## ***DID YOU KNOW?***



**Priority Mail  
Regional Rate  
Boxes have  
brought in more  
than \$2 million  
in revenue since  
their launch  
in January.**

# Pull-Out Information

## Fraud

### 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
DC, Washington 20006-1811	Any and all names, 2020 Pennsylvania Ave. NW #875
MD, Hyattsville 20783-1029	Any and all names except the surname Jellison, 3202 Powder Mill Road
MD, Frederick 21703-6918	Any and all of various names except the surname Felton or Baker, 5520 Jefferson Blvd.
MD, Braddock Heights 21714-2500	Any and all of various names except the surname Felton or Baker, 5520 Jefferson Blvd.

— Judicial Officer, 6-30-11

### Invalid Express Mail Corporate Account Numbers

This listing should be provided to Contract Postal Units and used by acceptance clerks in non-POS locations without intranet access to validate an Express Mail Corporate Account (EMCA) number online. For all other locations, online EMCA validation is preferred. The online validation process is outlined in the EMCA Validation SOP on the Retail webpage. This list supersedes all previous notices,

which must be recycled. Acceptance clerks must not accept Express Mail® shipments bearing an invalid EMCA number in the “Payment by Account” or “Agreement Number” section of the Express Mail 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.

005045	006124	016338	022515	025379	028036	029613	064307	070013	071133	075819	078042	079106
005076	006219	018043	022563	025468	028065	029652	064375	070023	071167	075864	078048	079123
005079	006323	018124	022565	025469	028068	029708	064446	070026	071183	075947	078049	079133
005116	006716	018321	022573	025491	028070	029739	064621	070053	071189	075950	078087	079154
005132	007301	018602	022574	026013	028073	029741	064754	070060	071277	075971	078112	079224
005178	007386	018848	022578	026074	028090	029751	064988	070080	071315	075994	078127	079356
005191	008075	019340	022588	026098	028093	029787	065058	070086	071321	076006	078133	079440
005195	008159	019509	022612	026144	028117	029805	065084	070093	071404	076041	078146	079636
005230	008292	019911	022618	026220	028120	029810	065174	070094	071494	076088	078156	079647
005284	009192	020031	022622	026240	028140	029812	065222	070103	071581	076124	078160	079650
005370	009203	020113	022625	026308	028165	029832	065289	070107	071635	076143	078162	079651
005417	009355	020471	022635	026379	028215	029835	065460	070116	071652	076168	078172	079653
005435	009368	020535	022641	026434	028319	030363	065846	070126	071671	076204	078178	079761
005448	009515	020537	022652	026454	028366	030431	067059	070146	071672	076240	078224	079777
005614	009666	020607	022653	026483	028374	030502	067084	070181	071796	076264	078230	079784
005672	009824	020613	022663	026516	028485	038511	067198	070186	071831	076314	078418	079785
005706	009907	020638	022675	026571	028535	039004	067295	070212	071961	076319	078423	079804
005710	010083	020647	022793	026586	028548	042200	068027	070231	075031	076334	078424	079808
005719	010197	021066	022808	026650	028566	046037	068069	070240	075035	076345	078909	079948
005729	010368	021075	022814	027014	028646	046043	068284	070271	075038	076421	078914	079984
005737	010640	021154	023018	027021	028740	049305	068345	070283	075142	076433	078917	080158
005772	010719	021262	023086	027054	028741	054228	068406	070301	075151	076568	079001	080358
005791	010759	021362	023119	027073	028847	058035	069036	070352	075220	076709	079012	080409
005797	011087	021390	023152	027092	028953	060074	069262	070357	075226	076820	079028	080509
005809	011127	021491	023600	027095	028984	060276	069302	070388	075234	076876	079030	080689
005827	011326	021542	023615	027160	029018	060290	069369	070408	075306	076877	079040	080712
005852	012150	021625	023634	027165	029047	060350	069384	070482	075312	076905	079041	088001
005886	012254	021867	023635	027170	029066	060366	069651	070597	075434	076967	079064	088023
005895	012363	021976	025002	027205	029098	060466	069680	070607	075443	077793	079077	088087
005897	012368	022009	025036	027235	029136	060517	069708	070663	075453	077938	079078	088089
005911	014701	022226	025223	027249	029215	060803	069764	070711	075496	078003	079084	088142
005918	014845	022275	025264	027925	029219	060856	069792	070744	075598	078015	079086	088364
005938	014906	022290	025269	027930	029239	061201	069796	070753	075617	078018	079088	088412
005959	015000	022412	025287	027976	029388	062005	069854	070782	075627	078028	079089	088421
005960	015019	022491	025296	028010	029485	062072	070004	070797	075652	078033	079091	088458
005982	015085	022505	025319	028030	029504	062104	070006	070798	075722	078034	079098	088460



088492	113016	115690	117922	121033	150182	152393	153057	165324	272037	322037	390040	405028
088563	113288	115710	117925	121291	150197	152394	153079	165326	272105	322046	391084	405030
088585	113370	115712	117934	122032	150204	152433	154006	165336	272155	322338	392200	405039
088722	113506	115715	117935	122199	150216	152434	154030	165375	272156	322415	392208	405040
088738	113849	115722	117939	122256	150225	152471	154031	165380	272182	322416	392212	405050
088746	114004	115728	117942	122299	150239	152472	154036	165409	272189	323005	392338	405063
088750	114181	115740	117943	122385	150247	152475	154044	170055	272225	323088	392412	405064
088774	114484	115771	117953	122420	150267	152481	156050	170157	272241	323198	392430	405070
088784	114611	115826	117954	122424	150275	152517	156073	170177	272324	325004	392463	405073
089071	115002	115886	117955	122441	150278	152528	156076	170341	272342	326006	392480	405085
089129	115006	115891	117971	123111	150295	152568	156090	174050	272352	326212	392573	405087
089394	115012	115902	117978	123158	151095	152570	156122	175076	273044	326340	392585	405088
089482	115019	115908	117983	123159	151096	152588	156131	180049	273062	326493	392606	405106
089506	115030	115911	117984	124193	151121	152615	156143	191902	273076	326607	392642	405132
089574	115037	117005	117991	125003	151124	152618	156172	192573	274021	326725	392652	405150
089597	115040	117010	117996	125038	151136	152619	156192	193577	274075	326738	392684	405163
089661	115050	117025	117997	125056	151143	152638	156205	196011	274202	327406	392700	405166
089701	115052	117045	118008	125173	151148	152654	156206	198109	274294	328026	392712	405171
089754	115059	117062	118014	125210	151158	152669	156233	<b>200869</b>	274306	328112	392724	405172
090067	115079	117064	118015	125274	151177	152674	156238	209189	274333	330693	392729	405998
090268	115092	117071	118038	125316	151206	152681	156241	210001	274374	331239	392730	405999
091912	115124	117080	118047	125486	151222	152694	156255	210017	275021	331515	392731	407008
092020	115144	117081	118270	127022	152001	152704	156256	210022	275023	332255	393138	410036
093097	115161	117102	118328	127086	152002	152706	156257	210068	275069	332963	394204	410123
093173	115163	117105	118471	128919	152004	152719	156666	210079	275081	333232	394210	411999
093358	115195	117108	118526	129851	152006	152722	159013	210106	275104	333602	394216	415099
094210	115198	117118	118566	129959	152010	152727	159023	210180	275202	335237	395222	417002
094485	115201	117120	118649	129961	152012	152745	159029	210228	276003	336004	395237	417003
094520	115216	117123	118658	130332	152014	152759	159034	210412	276010	337058	395244	417011
094557	115223	117135	118694	131036	152015	152763	159054	210648	276011	337110	395246	420004
094627	115251	117139	118711	131041	152021	152770	159109	212711	276024	340125	395248	420017
094678	115260	117163	118736	132002	152024	152783	159110	216062	276099	340160	395249	425098
095117	115272	117164	118739	132195	152025	152785	159231	220016	276136	340487	395251	425099
095348	115277	117184	118766	132291	152031	152791	159233	220052	276138	340654	396205	425369
095556	115321	117192	118774	132458	152032	152803	159248	220357	276271	344098	397031	425555
095653	115327	117203	118851	132460	152042	152806	159267	220460	276333	349018	397044	432025
096777	115328	117234	118899	134001	152055	152813	159274	220461	276505	349076	397046	432884
097650	115346	117279	118902	135259	152059	152821	159276	221061	276513	350051	397047	441692
097674	115348	117300	118913	136128	152078	152827	159286	221252	277003	352570	<b>40015</b>	441734
098036	115349	117366	118941	136853	152111	152829	165031	221314	277004	352619	400041	452007
098194	115354	117385	118949	136854	152125	152830	165036	221387	277020	352796	400077	452602
098198	115380	117411	118953	136856	152126	152843	165041	221429	277034	352835	401550	452707
098201	115383	117433	118958	139054	152149	152845	165045	224033	277101	358060	402017	452753
098399	115397	117434	118960	139139	152153	152853	165046	229034	286044	358061	402020	453005
098729	115413	117444	118989	139156	152155	152854	165058	231022	286048	358966	402025	454200
<b>100264</b>	115419	117457	119017	139608	152159	152861	165065	232155	286069	361029	402093	454314
100454	115423	117485	119043	139611	152163	152863	165070	232200	286111	361360	402103	454548
100628	115427	117499	119097	139612	152171	152865	165074	232360	286174	364010	402139	454789
100660	115430	117543	119100	139613	152186	152867	165083	235164	286196	373024	402172	457125
100752	115443	117563	119120	142064	152191	152870	165097	235318	293399	386044	402221	460175
100819	115447	117570	119128	142067	152197	152871	165102	235432	295266	386052	402239	461106
101308	115455	117599	119132	142147	152264	152874	165111	240016	296524	386055	402278	462045
102101	115466	117613	119137	142149	152268	152875	165115	260033	<b>301013</b>	386059	402293	462083
102268	115468	117619	119185	142166	152269	152879	165129	260037	301577	386062	402337	463100
102691	115469	117631	119232	142189	152276	152887	165139	260045	302261	386071	402416	468445
102969	115481	117653	119335	142289	152279	152893	165202	260049	303514	386080	402425	470009
103491	115484	117655	119385	142912	152318	152895	165204	260056	303515	386082	402480	471660
104323	115486	117665	119434	142914	152320	152896	165205	263006	303516	387012	402547	477143
104629	115487	117685	119446	142998	152326	152897	165206	270022	312132	387023	402629	480056
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105525	115493	117703	119479	146123	152333	152913	165210	271009	312252	387028	402727	480547
108591	115519	117714	119495	146125	152348	152945	165234	271042	312522	387030	402798	480776
109611	115522	117755	119528	146749	152349	152962	165239	271049	319127	388056	402805	481150
110532	115523	117770	119546	148336	152350	152975	165241	271128	320006	388074	402941	481190
112110	115529	117786	119570	150022	152360	152997	165243	271146	320874	388078	402966	481194
112112	115546	117797	119576	150057	152368	153026	165253	271165	321002	389003	403010	481229
112264	115570	117816	119602	150131	152377	153031	165279	271198	321233	389008	403920	481433
112479	115592	117906	119611	150176	152384	153048	165300	271209	322018	389015	404100	481749
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482795	601568	613153	752073	771760	813208	907001	918812	939511	950764	967108	968494	970567
482947	601583	616188	752121	772119	813210	907002	920301	939513	950840	967136	968508	970793
483371	601816	617179	752127	772330	814007	907047	921188	939581	950850	967137	968540	970800
483529	601913	617196	752139	772775	814010	907065	921217	939584	950929	967144	968544	970825
485307	602039	631660	752141	772982	814059	907148	921912	939593	950937	967149	968565	971012
487285	602201	641887	752142	773052	814211	907256	925123	939604	950942	967159	968570	971049
488017	602333	670004	752163	773097	815008	907341	925211	939612	950943	967164	968592	971080
488055	602359	680058	752166	774042	815219	907367	926007	939618	950947	967167	968593	972755
493066	603068	693011	752168	774370	815221	907544	926122	940267	950981	967169	968597	972967
493320	604124	<b>701008</b>	752172	775230	815248	907574	926160	940385	950982	967179	968604	973221
494197	604748	701144	752178	776007	816028	907632	926258	940434	950993	967195	968605	980024
495582	605033	701160	752184	777107	816029	907831	926277	940501	951016	967200	968611	980262
<b>500019</b>	605090	701279	752189	777116	816159	907867	926284	940551	951023	967204	968637	980308
502026	605097	701286	752302	777205	816185	907991	926353	940555	951067	967205	968643	980702
503022	605561	701357	752308	777211	816354	908103	926368	940682	951068	967230	968653	980710
503144	605710	701424	752351	778016	816425	911037	926372	943022	951149	967245	968666	980778
531653	605764	701438	752570	778019	816603	911220	926391	945230	951158	967259	968674	980831
531891	606002	708428	752586	778342	820303	911280	926442	945522	951163	967263	968684	980851
537183	606027	708583	752600	780133	826123	911322	926455	945671	951209	967265	968703	980974
537406	606061	719034	752692	782035	831102	913054	926459	945715	951239	967266	968711	981170
551012	606070	720040	752693	782122	832072	913136	926535	945726	951273	967272	968712	981445
551040	606098	721019	752714	782143	833140	913149	926571	945839	951286	967278	968714	981604
551041	606130	721034	752727	782612	833205	913171	926675	945872	951310	967306	968717	981861
551129	606219	721070	752747	785536	833608	913174	926712	945890	951313	967310	968739	982124
551170	606221	722086	752797	787143	837011	913336	926741	945998	951329	967316	968758	982143
551194	606234	722152	752869	787403	837113	913368	927347	946154	951516	967320	968770	982161
551229	606279	722201	752951	787726	837168	913425	927403	946497	951517	967323	968775	982292
551249	606301	722252	752952	787765	840064	913884	927413	948085	951534	967351	968800	982298
551261	606330	722256	752959	791109	853448	913958	927429	948301	951537	967392	968802	982335
551277	606359	722262	752963	791178	853611	914040	927621	948423	951548	967401	968806	982410
551286	606435	727085	752993	791216	853827	914185	927687	948448	951571	967444	968816	982418
551604	606455	729071	752994	794041	853944	914961	927834	948468	951576	967448	968818	982421
551614	606547	730785	754002	797008	853952	915109	928151	948556	951633	968057	968828	982458
553172	606552	731356	754013	799023	853963	915213	928158	948637	951731	968061	968837	982524
553404	606614	741386	754017	799284	853968	915260	928192	948655	951738	968152	968839	982546
553506	606750	741495	754070	<b>800101</b>	856519	915284	928270	948660	951745	968170	968841	982576
554086	606773	743066	756023	800235	870003	915323	928360	948715	951753	968174	968894	982579
554998	606946	745002	757024	800567	871591	915393	928512	949227	951758	968176	968901	982596
558099	606958	750006	757054	802086	871604	915406	928528	950017	951771	968190	968906	982630
571050	606998	750009	757063	802139	875875	915571	928542	950029	951780	968193	968913	983071
571078	607089	750016	757065	802161	884104	915575	928556	950032	951796	968200	968943	983076
581003	607199	750020	757070	802245	891464	917230	928633	950033	951822	968203	968948	984131
581011	607225	750028	757179	802473	891938	917326	928688	950062	951855	968211	968958	985078
581221	607233	750045	757521	802572	895941	917392	930055	950101	951856	968214	968966	985101
<b>600061</b>	607311	750057	757604	802778	<b>900020</b>	917412	930384	950156	951872	968224	968968	985226
600064	607493	750059	758009	803298	900047	917431	930412	950169	951921	968288	968970	995003
600067	607712	750061	759002	803309	900146	917453	931028	950192	951928	968304	968979	995056
600087	608007	750084	759006	804039	900161	917508	931036	950200	951942	968305	968982	995253
600102	608018	750178	761082	804042	900174	917515	931049	950206	951943	968310	968999	995290
600342	608024	750242	761118	804047	900502	917516	931601	950227	951950	968311	969018	995360
600417	608029	750308	762079	804225	901816	917524	931659	950240	951989	968330	969041	995405
600443	608031	750310	770004	804270	901987	917525	931989	950241	952214	968337	969049	995561
600572	608034	750338	770014	805002	902190	917566	931998	950246	958119	968339	969075	995579
600623	608037	750366	770066	805261	902441	917598	932509	950314	958495	968343	969080	995723
600710	608046	750424	770119	805457	902510	917600	932630	950339	958756	968344	969081	995738
600868	608136	750453	770522	805520	903759	918130	932657	950352	959080	968347	969085	995912
600888	608158	750470	770621	806063	906007	918186	932703	950417	960066	968372	969089	
600911	608159	750706	770689	806110	906032	918201	932802	950420	967008	968379	969094	
601016	608224	750765	770728	806182	906073	918215	933257	950527	967011	968409	969101	
601046	608276	750844	770754	806192	906201	918274	934233	950544	967042	968417	969120	
601049	608390	750883	770817	809171	906390	918313	935003	950569	967046	968429	969145	
601145	608621	751007	770993	809209	906401	918370	935118	950625	967057	968437	969149	
601146	608702	751010	771203	810027	906481	918578	935209	950636	967060	968446	969158	
601311	608831	751017	771358	810028	906497	918583	937541	950638	967092	968458	969159	
601329	609243	751032	771368	810033	906824	918603	939056	950685	967094	968470	969171	
601451	611234	751036	771610	811048	906838	918606	939123	950686	967103	968486	969174	
601517	612014	752024	771659	813024	906867	918700	939140	950705	967107	968487	969203	

## 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. Destroy all interim notices when the numbers listed appear in the *Postal Bulletin*. The actual serial

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

<b>010 001 0200 to 0299</b>	041 803 6565 to 6599	078 823 8312 to 8399	169 618 6274 to 6299
010 504 1932 to 1999	043 129 1968 to 1997	079 374 0300 to 2499	<b>173 639 4685 to 4699</b>
011 582 1889 to 1899	043 205 5922 to 5999	079 807 2342 to 2399	174 281 9347 to 9399
011 588 2900 to 3099	044 087 3457 to 3499	<b>082 721 0228 to 0254</b>	175 251 2600 to 0699
012 579 5675 to 5699	044 087 4000 to 4099	083 140 5000 to 7499	176 281 7937 to 7950
013 289 6176 to 6199	044 306 4200 to 4299	083 784 8886 to 8899	176 281 7963 to 7999
013 610 0014 to 0099	044 306 4370 to 4599	083 913 6915 to 6999	176 731 6586 to 6599
014 932 1000 to 1099	045 524 4121 to 4298	084 478 3920 to 3999	178 254 5000 to 9999
014 972 0800 to 0899	046 800 9870 to 9899	086 000 8271 to 8299	178 881 9900 to 9999
015 363 0065 to 0099	047 352 4000 to 4099	086 798 3840 to 3849	<b>180 031 2089 to 2098</b>
017 028 3200 to 3299	048 383 7650 to 7659	088 404 4472 to 4499	180 403 7723 to 7741
018 569 5333 to 5399	048 396 3647 to 3699	088 404 5584 to 5699	180 428 4580 to 0599
018 986 5264 to 5299	<b>051 142 0755 to 0799</b>	088 757 8688 to 8699	182 368 7544 to 0599
019 518 2814 to 2899	051 774 8857 to 8899	088 757 9400 to 9499	182 475 3229 to 3258
<b>020 698 5159 to 5199</b>	051 781 2875 to 2885	089 358 2248 to 2257	182 475 3904 to 3933
020 844 7307 to 7399	051 977 7010 to 7023	<b>093 106 9346 to 9355</b>	182 631 0031 to 0099
020 972 8948 to 8999	052 058 7115 to 7199	093 203 0500 to 0599	186 132 7583 to 0599
022 021 9110 to 9181	054 450 1130 to 1167	093 684 3630 to 3699	186 629 0589 to 0599
022 037 1411 to 1499	057 670 0563 to 0599	094 081 5074 to 5099	187 184 6177 to 0199
022 527 9201 to 9210	058 187 3836 to 3899	094 216 2555 to 2599	187 323 8200 to 8299
022 529 1882 to 1899	058 523 3003 to 3099	094 580 7062 to 7099	<b>210 221 0548 to 0599</b>
023 637 7169 to 7199	058 591 1153 to 1299	094 639 4200 to 4299	<b>227 275 9400 to 9999</b>
024 380 4100 to 4199	058 895 3746 to 3799	095 070 7186 to 7199	<b>273 070 8059 to 8099</b>
024 496 6870 to 6896	059 986 0814 to 0899	095 076 8300 to 8399	273 775 7700 to 7899
025 092 0987 to 0999	<b>060 406 7650 to 7699</b>	095 354 6864 to 6899	<b>302 000 0000 to 9999</b>
025 369 5535 to 5599	063 491 8122 to 8199	097 224 1350 to 1599	<b>349 746 2056 to 2099</b>
025 729 1151 to 1199	063 916 9968 to 9999	<b>100 160 3800 to 3899</b>	<b>350 518 7350 to 7374</b>
025 729 1643 to 1799	064 091 4500 to 4599	104 667 6400 to 6499	<b>360 011 1690 to 1699</b>
026 492 3180 to 3199	065 170 0471 to 0499	104 876 8937 to 8999	360 168 6008 to 6099
027 361 0430 to 0499	065 255 7909 to 7999	<b>112 049 4413 to 4499</b>	360 173 8800 to 8899
027 369 4482 to 4495	065 392 6345 to 6399	112 870 9765 to 9799	360 324 2326 to 2399
027 671 8762 to 8776	066 099 2014 to 2099	114 402 3850 to 3899	362 861 3064 to 3099
027 787 9886 to 9899	066 648 2880 to 2899	114 866 5368 to 5397	<b>373 006 2176 to 2199</b>
027 965 9487 to 9499	066 787 3639 to 3699	116 154 2800 to 2899	374 768 2600 to 2699
028 100 8069 to 8099	066 845 7500 to 9999	116 986 4400 to 4499	375 169 4400 to 4599
028 191 1852 to 1999	067 093 3869 to 3899	117 175 1647 to 5169	375 829 3400 to 3499
028 850 3000 to 3199	068 895 0334 to 0399	117 951 4687 to 4699	375 851 9100 to 9199
029 510 1500 to 1599	<b>070 724 4488 to 4499</b>	117 951 5200 to 5299	376 196 0911 to 0999
<b>030 687 0903 to 0999</b>	070 841 9181 to 9199	119 786 3051 to 3064	378 085 3679 to 3699
030 701 3442 to 3499	070 844 2546 to 2599	119 815 8961 to 6199	378 351 1063 to 1099
031 077 4507 to 4799	070 916 1340 to 1399	119 850 7400 to 7499	379 843 5100 to 5199
032 295 7500 to 9999	071 047 5768 to 5799	119 850 7700 to 7999	<b>380 093 9600 to 9699</b>
034 394 1000 to 1099	071 179 9800 to 9899	<b>121 634 0460 to 0499</b>	380 165 1165 to 1199
034 943 0400 to 0799	071 386 3682 to 3699	122 451 9879 to 9899	381 325 4500 to 4599
035 035 4337 to 4399	071 507 6840 to 6899	122 714 6805 to 6900	381 604 2510 to 2699
037 706 9578 to 9599	072 045 9641 to 9699	124 916 0304 to 0499	381 645 9525 to 9599
037 805 3677 to 3699	072 675 8287 to 8299	126 423 0136 to 0169	383 314 3968 to 3999
037 909 5490 to 5499	073 763 0867 to 0876	<b>160 901 2254 to 2299</b>	383 892 1000 to 1344
037 931 4660 to 4699	073 763 0878 to 0887	161 103 6581 to 6599	383 892 1382 to 1399
039 145 6521 to 6595	073 763 0889 to 0898	161 194 2857 to 0899	384 925 3641 to 3654
<b>040 024 3901 to 3999</b>	077 617 5481 to 5499	162 032 4447 to 4499	385 568 2331 to 2399
040 674 7100 to 7199	077 999 4001 to 4090	163 257 1085 to 1099	385 599 7554 to 7575
040 688 8816 to 8899	078 174 4475 to 4499	166 101 1433 to 1499	385 774 2024 to 2099
041 299 6752 to 6799	078 219 4931 to 4999	167 555 5201 to 5212	386 624 1412 to 1599
041 623 8889 to 8899	078 250 4756 to 4799	167 555 5214 to 5299	386 883 8936 to 8999

387 314 5574	to	5599	408 499 7700	to	7799	<b>430 150 4401</b>	<b>to</b>	<b>4599</b>	455 399 5400	to	5499
387 837 6300	to	6399	408 499 7900	to	7999	430 172 9800	to	9899	455 476 0676	to	0699
388 828 0656	to	0699	408 682 8484	to	8599	430 177 1900	to	2099	455 543 0618	to	0699
389 696 2400	to	2799	408 698 7015	to	7099	430 444 9500	to	9699	456 410 9006	to	9099
389 846 3104	to	3135	409 072 3941	to	3999	430 664 4070	to	4099	456 470 4146	to	4299
389 846 3145	to	3195	<b>410 491 2311</b>	<b>to</b>	<b>2399</b>	432 168 8419	to	8499	456 619 4460	to	4499
389 887 9211	to	9230	410 694 8400	to	8599	432 708 6800	to	6999	457 333 2686	to	2699
389 887 9234	to	9299	410 775 1500	to	1599	432 744 1544	to	1599	457 729 1767	to	1777
<b>390 001 3182</b>	<b>to</b>	<b>3199</b>	410 795 7927	to	7999	432 995 9775	to	9799	457 937 8615	to	8699
390 001 3500	to	3699	410 867 0917	to	0966	433 003 5800	to	5899	458 028 9810	to	9899
390 545 5974	to	5999	410 867 0970	to	0999	433 757 3047	to	3099	458 057 2712	to	2999
391 104 6146	to	6199	411 868 1023	to	1199	433 765 4003	to	4099	458 069 9537	to	9599
391 574 1466	to	1499	411 922 2322	to	2399	434 482 7060	to	7199	458 069 9665	to	9699
391 783 3020	to	3599	412 193 0900	to	0999	434 513 2386	to	2399	458 337 5222	to	5299
391 792 6100	to	6199	412 395 8599	to	8699	434 968 3076	to	3092	458 354 7653	to	7999
392 668 2956	to	2999	412 485 6500	to	6599	435 303 1831	to	1842	458 671 8678	to	8699
392 854 8500	to	8899	412 485 6610	to	6699	435 303 1986	to	1999	458 671 8721	to	8798
393 584 7566	to	7699	412 885 5953	to	5999	435 666 6092	to	6399	458 847 5044	to	5999
393 650 0074	to	0099	414 193 3608	to	3674	436 082 6400	to	6899	459 274 7624	to	7699
393 838 8316	to	8499	414 193 3677	to	3699	436 160 6441	to	6499	459 365 5432	to	5499
393 893 6007	to	6099	414 411 7348	to	7399	437 316 7115	to	7199	459 378 5764	to	5799
394 126 6907	to	6999	414 640 0757	to	0799	437 427 0500	to	3499	459 472 4816	to	4999
394 189 0405	to	0599	414 965 1727	to	1799	439 179 2300	to	2399	<b>460 349 6878</b>	<b>to</b>	<b>6899</b>
394 822 3243	to	3278	417 302 8104	to	8199	439 310 0458	to	0499	460 550 1909	to	1999
394 990 1810	to	1899	417 387 6532	to	6599	<b>440 698 1947</b>	<b>to</b>	<b>1999</b>	460 997 5234	to	5299
395 343 3264	to	3299	417 496 6800	to	6999	440 858 6300	to	6399	461 973 6443	to	6499
395 373 3035	to	3099	417 871 9250	to	9299	440 858 6420	to	7299	462 152 0107	to	0299
395 396 9649	to	9799	417 930 9533	to	9599	441 199 1655	to	1699	462 274 1072	to	1099
395 970 3240	to	3299	418 164 6500	to	6799	443 127 3648	to	3699	462 277 8373	to	8399
397 622 4054	to	4099	418 423 9863	to	9899	443 127 4000	to	4099	462 554 6051	to	6099
397 819 8902	to	8999	418 633 5922	to	5999	443 673 7900	to	7999	463 011 5529	to	5540
398 149 7200	to	7699	418 719 8520	to	8599	443 800 9335	to	9399	463 176 4115	to	4199
399 070 0872	to	0899	418 744 2235	to	2299	444 382 8822	to	8899	463 176 4229	to	4299
399 156 7119	to	7199	418 962 2848	to	2899	444 390 1667	to	1699	463 185 2600	to	2799
399 203 5064	to	5099	419 543 0286	to	0299	444 457 3854	to	3899	463 227 7711	to	7799
399 296 9910	to	9999	419 730 0300	to	0399	<b>450 048 4173</b>	<b>to</b>	<b>4199</b>	463 414 4869	to	4899
399 396 8935	to	8999	<b>420 277 0015</b>	<b>to</b>	<b>0049</b>	450 048 4442	to	4699	463 808 3484	to	3499
399 792 7775	to	7799	420 599 0734	to	0798	450 560 5173	to	5199	463 945 7400	to	7899
399 792 8300	to	8399	420 661 4115	to	4199	450 620 3077	to	3099	464 629 9000	to	9399
<b>400 427 1051</b>	<b>to</b>	<b>1999</b>	420 758 9500	to	9699	450 620 3135	to	3199	464 711 4332	to	4399
401 045 1505	to	1549	420 969 3951	to	3971	450 780 2716	to	2799	465 692 3963	to	3999
401 045 1571	to	1599	420 969 3973	to	3999	450 801 2700	to	2799	465 698 8300	to	8599
401 294 2700	to	2799	421 116 3565	to	3599	451 109 2967	to	2984	465 743 7745	to	7799
401 310 9505	to	9599	421 130 9300	to	9399	451 115 4110	to	4125	466 798 6056	to	6067
401 382 5312	to	5399	421 313 4500	to	4999	451 115 4127	to	4199	467 147 4300	to	4399
402 578 7876	to	7899	421 364 5537	to	5599	451 746 0700	to	0799	468 079 5782	to	5799
403 125 6744	to	6799	421 656 2609	to	2699	452 265 0074	to	0099	469 067 2817	to	2899
403 260 7000	to	7499	421 988 9700	to	9799	452 265 0246	to	0299	469 127 8000	to	8199
403 280 6470	to	6499	422 172 4667	to	4699	452 265 0335	to	0999	469 213 0359	to	0399
403 685 8600	to	8699	422 484 4212	to	4299	452 509 1169	to	1199	469 213 0500	to	0599
404 003 0300	to	0399	422 556 1270	to	1299	452 855 6471	to	6499	469 561 8011	to	8099
404 041 8838	to	8899	422 587 7024	to	7099	452 890 4679	to	4799	469 658 1961	to	1999
404 071 4268	to	4299	422 819 7533	to	7599	452 900 8215	to	8238	469 666 9900	to	9999
404 347 5356	to	5399	422 842 5073	to	5087	453 117 9146	to	9199	469 678 1900	to	1999
404 347 5548	to	5599	422 907 7563	to	7599	453 334 3631	to	3699	469 781 4900	to	4999
404 726 4500	to	4599	424 500 6050	to	6099	453 603 7841	to	7891	469 947 6960	to	6999
404 961 5001	to	5199	424 641 8500	to	8599	453 650 1140	to	1199	<b>470 755 5800</b>	<b>to</b>	<b>5818</b>
405 325 0188	to	0198	424 871 6600	to	6699	453 741 1300	to	1399	471 918 0300	to	0999
406 009 4587	to	4599	425 298 2352	to	2399	454 013 2919	to	2999	471 985 2408	to	2419
406 260 6830	to	6899	425 418 4269	to	4299	454 186 2411	to	2499	472 191 6700	to	6799
406 459 6641	to	6999	425 418 4405	to	4499	454 268 4883	to	4899	472 270 2555	to	2599
406 733 3000	to	3999	426 547 4566	to	4599	454 302 5400	to	5499	472 987 0213	to	0241
407 545 1557	to	1599	427 412 6337	to	6499	454 490 8300	to	8399	472 987 0290	to	0299
407 594 0412	to	0599	427 481 0900	to	0999	454 547 7434	to	7499	473 151 2069	to	2199
407 692 9100	to	9299	428 027 2742	to	2752	454 922 4867	to	4895	473 666 9138	to	9199
407 959 2190	to	2199	429 474 4172	to	4199	455 221 1348	to	1499	473 952 3429	to	3499
408 265 2275	to	2288	429 889 2900	to	2999	455 364 2147	to	2199	474 108 5402	to	5499



474 356 5193	to	5299	490 886 8171	to	8199	607 728 1276	to	1299	630 463 0588	to	0599
474 949 3366	to	3399	490 977 9221	to	9240	608 727 7100	to	7199	631 459 9117	to	9199
475 134 9362	to	9399	491 258 8100	to	9099	608 727 7273	to	7599	631 762 9325	to	9399
475 167 9667	to	9699	491 567 1376	to	1399	608 813 9950	to	9999	632 217 4933	to	4999
475 319 3415	to	3499	492 254 4800	to	4899	609 067 5325	to	5399	632 500 0000	to	640 3999
475 319 3649	to	3799	492 283 5100	to	5199	609 067 5488	to	5499	633 110 4165	to	4199
475 340 6400	to	6599	492 610 6813	to	6899	609 067 5600	to	5699	633 110 4303	to	4499
475 424 8410	to	8499	493 394 5568	to	5599	609 289 6123	to	6199	633 438 6429	to	6599
475 629 9156	to	9199	493 470 2562	to	2599	609 438 4400	to	4499	633 588 7173	to	7182
475 850 6101	to	6199	493 473 7700	to	7799	609 493 1100	to	1199	634 725 0700	to	0799
475 875 2500	to	2599	493 716 2153	to	2199	609 766 8091	to	8999	634 803 3239	to	3299
476 169 8264	to	8299	494 206 2972	to	2999	609 825 4100	to	4115	634 807 2474	to	2499
476 189 3000	to	3499	494 217 3446	to	3999	609 884 2981	to	2999	634 827 5900	to	5999
476 331 2480	to	2499	494 224 0500	to	0599	609 893 1000	to	1099	634 886 3428	to	3499
477 289 8601	to	8699	495 145 0600	to	0699	<b>610 092 3200 to 3299</b>			635 559 3449	to	3499
477 681 5206	to	5299	496 209 7425	to	7499	610 582 4200	to	4299	636 289 6214	to	6299
478 010 4243	to	4268	496 213 8728	to	8799	611 879 6939	to	6999	636 634 8007	to	8042
478 010 4270	to	4291	496 474 5226	to	5248	612 291 8013	to	8099	637 150 1200	to	1299
478 450 5071	to	5099	497 053 8517	to	8699	612 751 5171	to	5199	637 562 5828	to	5899
478 469 7838	to	7858	497 854 8673	to	8699	612 751 5226	to	5299	638 042 1647	to	1699
478 469 7883	to	7899	498 449 8888	to	8899	612 751 6083	to	6099	638 049 4984	to	4999
479 280 9800	to	9899	498 929 8285	to	8499	612 751 6268	to	6299	638 318 1115	to	1199
479 365 9116	to	9176	498 936 5310	to	5399	612 751 6572	to	6599	638 318 1453	to	1499
479 412 9900	to	9999	499 016 5425	to	5499	612 774 2111	to	2199	638 885 0000	to	0299
479 667 6190	to	6199	499 440 8575	to	8899	612 774 2254	to	2299	638 903 4362	to	4373
479 748 9680	to	9699	499 731 6717	to	6799	612 774 2500	to	2599	639 415 1929	to	1999
479 860 7000	to	7199	<b>500 064 1858 to 1869</b>			614 469 0979	to	0999	639 415 2019	to	2099
<b>480 526 2000 to 2099</b>			500 070 5725	to	7799	614 474 3000	to	3099	639 420 6200	to	6299
480 640 6330	to	6399	501 058 0016	to	0026	614 521 3490	to	3499	639 469 3517	to	3799
480 658 0568	to	0599	501 331 0300	to	0399	614 645 1800	to	1899	639 605 2143	to	2199
480 689 5100	to	5199	502 227 7645	to	7699	614 832 1100	to	2099	639 657 8600	to	8799
481 072 9463	to	9499	502 424 0200	to	0499	615 017 7505	to	7599	<b>640 289 7500 to 7599</b>		
481 673 0074	to	0095	502 424 0600	to	0699	617 711 6609	to	6699	640 289 7700	to	7999
482 527 1500	to	1599	503 003 2700	to	2899	617 760 5266	to	5299	641 170 4420	to	4499
482 541 5255	to	5299	503 194 5144	to	5153	617 813 3601	to	3699	641 318 3133	to	3199
482 729 6800	to	6899	503 790 9922	to	9948	618 840 9200	to	9299	641 378 6500	to	6999
483 363 7207	to	7299	504 045 4030	to	4099	619 551 7229	to	7299	641 383 8739	to	8799
483 402 2356	to	2399	504 166 0200	to	0599	619 859 3000	to	3099	641 877 3187	to	3299
483 486 5100	to	5199	504 240 1062	to	1399	<b>620 073 9400 to 9499</b>			641 877 3310	to	3399
483 632 1521	to	1599	504 805 3300	to	3499	621 614 7907	to	7930	642 355 8094	to	8199
483 632 2600	to	2799	505 893 7739	to	7799	621 614 7932	to	7999	642 355 8308	to	8999
483 849 1615	to	1699	505 893 7800	to	7999	621 648 8021	to	8199	642 900 0018	to	0099
484 174 4803	to	5299	506 124 0800	to	0999	621 648 8500	to	8599	643 030 6254	to	6299
484 323 8900	to	9199	506 165 7027	to	0099	621 904 8351	to	8599	644 066 0882	to	0899
484 680 5000	to	5038	<b>600 645 3223 to 3299</b>			621 916 1978	to	1989	644 069 0600	to	0699
484 680 5040	to	5074	601 339 1200	to	1399	622 989 8032	to	8099	644 077 7506	to	7699
484 680 5077	to	5099	601 653 5884	to	5899	623 076 9300	to	9399	644 085 8157	to	8199
485 029 4913	to	4999	601 661 7700	to	7799	623 819 5006	to	5099	644 112 9839	to	9899
486 176 0600	to	0699	601 682 5343	to	5399	623 895 8200	to	8399	644 373 9083	to	9099
486 559 7555	to	7599	601 928 1600	to	1699	623 917 0000	to	0099	644 380 1460	to	1499
486 696 3023	to	3199	602 512 2972	to	2999	623 917 0200	to	0299	644 733 4715	to	4799
488 173 7900	to	7999	602 555 2400	to	2799	624 468 5288	to	5299	644 900 9712	to	9799
488 206 4100	to	4199	602 829 7061	to	7099	624 665 3162	to	3198	644 901 0109	to	1299
488 226 0200	to	0299	603 483 9572	to	9599	625 088 6735	to	6799	644 901 1325	to	1399
488 709 3906	to	3999	603 490 7200	to	7299	625 916 9500	to	9799	644 923 6800	to	7799
488 855 8359	to	8399	603 678 7100	to	7199	625 968 8956	to	8999	644 932 4655	to	4699
489 181 8963	to	8999	603 678 7662	to	7699	627 005 3938	to	3999	645 318 7240	to	7499
489 223 2000	to	2099	603 678 7902	to	7999	627 384 3907	to	4099	645 333 1766	to	1799
489 311 1930	to	1999	603 678 8418	to	8499	627 496 7549	to	7599	645 790 8632	to	8699
489 318 6200	to	6300	603 678 8700	to	9999	627 708 3605	to	3699	645 821 0657	to	0699
489 384 0027	to	0099	604 086 0880	to	0899	627 776 2500	to	2599	645 930 7948	to	7999
489 427 0658	to	0899	604 349 1414	to	1499	628 226 3100	to	3199	645 975 0737	to	0762
489 997 5252	to	5299	604 503 7776	to	7799	628 814 4702	to	4799	646 242 6200	to	6299
<b>490 669 5850 to 6099</b>			605 520 9037	to	9099	628 851 9689	to	9699	646 270 7639	to	7799
490 717 7080	to	7099	605 685 4010	to	4099	629 510 7200	to	7299	646 798 4000	to	4999
490 721 6000	to	6099	605 988 6467	to	6499	629 964 4200	to	4294	647 048 7035	to	7099
490 793 1500	to	2099	607 689 7951	to	7960	<b>630 389 3056 to 3071</b>			647 049 2900	to	2999

647 398 8300	to	8399	<b>670 368 3400</b>	<b>to</b>	<b>3499</b>	693 448 8500	to	8999	740 523 7432	to	7449
647 398 8481	to	8499	670 369 7336	to	7399	693 645 9583	to	9599	740 535 1555	to	1580
647 437 3000	to	4999	670 750 7169	to	7199	693 965 4200	to	4299	740 650 4104	to	4140
647 811 2188	to	2199	671 046 6200	to	6399	695 741 2906	to	2999	740 684 0620	to	0800
648 009 6057	to	6099	671 251 5448	to	5499	695 947 8518	to	8599	740 701 6105	to	6114
648 163 5300	to	5499	671 926 5600	to	5799	696 662 8247	to	8299	740 705 9790	to	9799
648 722 5283	to	5299	672 444 2000	to	2999	697 447 8285	to	8296	740 726 6400	to	6500
648 892 3164	to	3199	672 828 3410	to	3499	698 042 4816	to	4899	740 765 3306	to	3399
649 100 3989	to	3999	673 167 5776	to	5799	698 131 2138	to	2157	740 774 8434	to	8499
649 647 0370	to	0399	675 464 3700	to	3799	698 227 0000	to	0099	740 786 1885	to	1899
649 647 0522	to	0599	675 464 4000	to	4199	<b>700 065 2570</b>	<b>to</b>	<b>2599</b>	740 790 5989	to	5999
649 647 5237	to	5399	676 365 5958	to	5999	700 065 4800	to	4899	740 820 4854	to	7836
649 647 9100	to	9299	676 669 1024	to	1099	700 190 3350	to	3359	740 827 7578	to	7594
649 666 7800	to	8299	677 126 6734	to	6799	700 228 6048	to	6099	740 917 7490	to	7499
<b>650 114 7707</b>	<b>to</b>	<b>7719</b>	677 333 9979	to	9999	700 650 0452	to	0499	740 918 5531	to	5549
650 130 3400	to	3599	677 466 1088	to	1099	700 666 1323	to	1349	741 037 8528	to	8551
650 213 0406	to	0499	678 071 4500	to	4799	700 786 9106	to	9142	742 040 3300	to	3309
650 555 1749	to	1799	678 096 7531	to	7599	700 859 0744	to	0758	<b>805 885 8411</b>	<b>to</b>	<b>8499</b>
650 564 1900	to	1999	679 909 2578	to	2599	701 028 6780	to	6899	806 087 1100	to	1499
650 627 4212	to	4299	<b>680 112 9565</b>	<b>to</b>	<b>9599</b>	701 213 3900	to	3999	806 268 9275	to	9299
650 736 2043	to	2099	680 244 0903	to	0999	701 267 2000	to	3999	806 534 3400	to	3477
650 739 1540	to	1699	680 412 6046	to	6099	701 335 7312	to	7399	807 342 3283	to	3399
651 741 4415	to	4499	680 761 6800	to	6899	701 369 2005	to	2050	808 086 7100	to	7199
651 882 2800	to	2899	681 677 0540	to	0699	701 499 2260	to	2299	808 090 3440	to	3499
652 754 6317	to	6399	682 070 1029	to	1099	701 503 2247	to	2299	808 325 5161	to	5699
653 131 4945	to	4999	682 956 6280	to	6299	701 541 2271	to	2299	808 784 8000	to	8299
653 426 3300	to	3399	682 956 6490	to	6599	701 553 6557	to	6599	<b>830 125 0672</b>	<b>to</b>	<b>0699</b>
653 455 4874	to	4899	682 956 6700	to	6799	701 578 7460	to	7469	830 602 5800	to	5999
654 238 0000	to	0399	682 965 1178	to	1199	701 578 7475	to	7499	830 610 3700	to	3799
654 404 3065	to	3092	682 965 1201	to	1299	701 601 3457	to	3499	830 983 3500	to	3599
654 962 2900	to	3199	683 118 2389	to	2399	701 605 5913	to	5999	830 983 3635	to	3699
655 103 5081	to	5199	683 378 2000	to	2099	701 695 3982	to	3999	831 354 1387	to	1399
655 523 2600	to	2999	683 378 2117	to	2299	701 695 4148	to	4199	831 815 8240	to	8299
656 305 2448	to	2499	683 415 1200	to	1499	701 695 4227	to	4299	832 525 3810	to	3899
657 347 4438	to	4999	683 444 8159	to	8199	701 708 1741	to	1799	833 159 1884	to	1899
657 710 8100	to	8999	685 154 7780	to	7789	701 736 3966	to	3999	833 456 2567	to	2599
657 780 0985	to	0999	685 297 7645	to	7699	701 772 0870	to	0899	833 566 3015	to	3071
658 586 1400	to	1499	685 623 5264	to	5299	701 838 2800	to	2899	834 130 5200	to	5299
658 877 8000	to	8199	685 650 9487	to	9499	701 941 0600	to	0699	834 316 5444	to	5499
658 880 8000	to	8199	685 669 4200	to	4299	702 171 1603	to	1699	834 354 8747	to	8766
659 398 7300	to	7399	685 757 8452	to	8499	702 195 5109	to	5199	834 354 8824	to	8838
659 706 8113	to	8199	686 071 2694	to	2799	702 254 9300	to	9399	835 269 5700	to	5799
659 846 7837	to	7899	686 176 3333	to	3354	702 264 7569	to	7599	835 496 7303	to	7399
<b>660 510 4100</b>	<b>to</b>	<b>4199</b>	686 372 3200	to	3299	702 519 0513	to	0524	835 539 5200	to	5999
660 673 0400	to	0599	686 644 5879	to	5899	702 713 1800	to	1809	835 813 3015	to	3099
661 488 5000	to	5099	686 899 1371	to	1399	702 821 5730	to	5799	837 672 8967	to	8999
661 609 9100	to	9199	686 931 7636	to	7699	702 821 5805	to	5899	837 784 3282	to	3299
661 716 9420	to	9499	687 601 0973	to	0999	702 844 6975	to	6994	838 176 8377	to	8399
661 906 6522	to	6599	687 614 6774	to	6799	702 846 6331	to	6399	838 518 1257	to	1299
662 021 8332	to	8399	688 120 9000	to	9999	702 848 3900	to	3999	839 718 8257	to	8299
662 068 0700	to	0899	688 314 3107	to	3191	702 857 7302	to	7499	<b>840 323 0600</b>	<b>to</b>	<b>0699</b>
662 553 0774	to	0799	<b>690 291 1361</b>	<b>to</b>	<b>1371</b>	702 878 0114	to	0199	840 375 6235	to	6299
663 078 7034	to	7099	690 788 2877	to	2899	703 364 1707	to	1799	840 910 0900	to	0999
663 763 5300	to	5399	690 893 5344	to	5399	<b>740 002 7710</b>	<b>to</b>	<b>7719</b>	841 349 5000	to	5099
663 883 7039	to	7499	690 893 5512	to	5599	740 119 2275	to	2284	841 805 7747	to	7899
663 938 9200	to	9299	690 904 1300	to	1599	740 130 6688	to	6698	841 805 7944	to	8099
664 253 8000	to	8499	690 941 6000	to	6199	740 144 2780	to	2795	842 226 0685	to	0695
664 656 3055	to	3099	691 313 6383	to	6399	740 241 9049	to	9099	842 685 4600	to	4699
665 174 6400	to	6499	691 313 6600	to	6699	740 252 9265	to	9294	842 685 4742	to	4999
665 274 8208	to	8299	691 582 8003	to	8099	740 255 1718	to	1799	842 860 0300	to	0399
665 669 5400	to	5499	691 664 1800	to	1999	740 277 0366	to	0392	842 898 5582	to	5599
666 132 8226	to	8299	691 664 2400	to	2499	740 332 7658	to	7671	843 062 7100	to	7199
666 696 2209	to	2299	692 727 9362	to	9399	740 348 6641	to	6658	843 077 6288	to	6299
666 696 2309	to	2399	692 798 1800	to	1899	740 351 4790	to	4799	843 077 6378	to	6399
667 032 9300	to	9399	693 249 0779	to	0799	740 374 7416	to	7499	843 758 5769	to	5778
667 729 5529	to	5599	693 249 0877	to	1699	740 470 2420	to	2443	843 786 2554	to	2699
668 383 8400	to	8699	693 445 0566	to	0999	740 514 0300	to	0499	845 656 8165	to	8199

845 727 2100	to	2199	865 883 6082	to	6099	908 936 9254	to	9299	<b>920 155 4662</b>	<b>to</b>	<b>4687</b>
845 746 2618	to	2635	866 004 3000	to	3999	909 066 4494	to	7499	920 309 9039	to	9199
846 390 7531	to	7599	866 442 4100	to	4899	909 067 7400	to	7499	920 771 5321	to	5399
846 918 0572	to	0599	867 366 9108	to	9118	909 100 1787	to	1799	920 857 5500	to	5899
847 237 7690	to	7699	867 633 7403	to	7499	909 100 1900	to	2099	920 864 3480	to	3499
847 284 2481	to	2499	867 737 5623	to	5699	909 355 0422	to	0499	920 963 4567	to	4599
847 374 7055	to	7065	868 169 4529	to	4599	909 568 8900	to	9099	921 333 7400	to	7499
847 374 7055	to	7065	868 173 8400	to	8599	909 568 9300	to	9499	921 477 3762	to	3799
847 636 5304	to	5399	868 514 9000	to	9099	909 725 7307	to	7399	922 278 1048	to	1399
847 700 5447	to	5499	868 566 9200	to	9299	909 833 0947	to	0999	922 280 2019	to	2099
847 723 7500	to	7599	869 200 0000	to	9999	<b>910 219 8631</b>	<b>to</b>	<b>8699</b>	922 280 2233	to	2299
849 485 3427	to	3499	869 387 1150	to	1199	910 265 1100	to	1199	922 773 0459	to	0499
849 520 9850	to	9899	869 505 3500	to	3599	910 471 7273	to	7299	923 032 7000	to	7399
849 608 1357	to	1399	869 523 7033	to	7099	910 536 2505	to	2599	923 045 3630	to	3699
849 792 2600	to	2699	869 566 6150	to	6167	910 958 7499	to	7599	923 484 3600	to	3699
<b>850 546 1862</b>	<b>to</b>	<b>1899</b>	869 800 0000	to	999 9999	911 140 1000	to	2199	923 493 9403	to	9599
851 143 6826	to	6844	<b>870 054 4814</b>	<b>to</b>	<b>4899</b>	911 245 2545	to	2599	923 493 9681	to	9699
851 209 9880	to	9899	870 491 4812	to	4849	911 268 9077	to	9099	923 604 4424	to	4499
851 928 9221	to	9299	870 536 5820	to	5829	911 400 8948	to	8999	923 810 7800	to	8299
852 589 6560	to	6599	870 541 7167	to	7239	911 508 1620	to	1799	924 252 1200	to	1299
853 049 3646	to	3699	870 575 8155	to	8999	911 509 9310	to	9399	924 252 1400	to	1499
854 304 4089	to	4999	870 589 0485	to	0494	911 523 3000	to	3999	924 533 0711	to	0799
854 529 2200	to	2299	870 691 7060	to	7099	912 057 9922	to	9999	924 533 2343	to	2399
854 532 0000	to	2999	872 028 4850	to	4899	912 882 0563	to	0899	924 533 2428	to	2499
855 001 6204	to	6249	872 029 9306	to	9399	913 605 2218	to	2299	924 685 1957	to	1999
855 319 9364	to	9399	872 078 3709	to	3799	913 709 2429	to	2499	924 946 6300	to	6699
855 361 3390	to	3399	872 100 0445	to	0459	913 818 3501	to	3999	925 333 5900	to	6099
856 226 0490	to	0499	<b>900 556 4178</b>	<b>to</b>	<b>4199</b>	914 063 4300	to	4399	925 336 2300	to	2399
856 656 5800	to	5999	900 845 0044	to	0099	914 346 7621	to	7644	926 432 5907	to	5999
856 752 0200	to	0299	900 936 0217	to	0299	914 453 1366	to	1399	926 436 3600	to	3699
857 111 1352	to	1399	900 936 0435	to	0499	914 529 6185	to	6299	927 765 6257	to	6299
857 279 3450	to	3499	901 058 5255	to	5280	914 896 4658	to	4699	928 197 8100	to	8199
857 843 4000	to	4099	901 273 1082	to	1099	915 187 8774	to	8779	928 197 8283	to	8299
858 124 7644	to	7699	901 287 5143	to	5199	915 300 2783	to	2799	928 856 2059	to	2068
858 756 3111	to	3299	901 291 2789	to	2799	915 546 6822	to	6999	<b>930 219 1722</b>	<b>to</b>	<b>1799</b>
859 063 8200	to	8699	901 525 7122	to	7199	915 646 5183	to	5199	930 335 7810	to	7819
859 190 0600	to	0644	902 089 1253	to	1299	915 671 3963	to	3980	931 097 9259	to	9299
859 437 5538	to	5599	902 198 9769	to	9799	915 671 3982	to	3999	931 156 1502	to	1579
859 811 2888	to	2899	902 948 1269	to	1299	915 675 2217	to	2299	931 156 1600	to	1625
859 855 8873	to	8999	902 985 0833	to	0899	916 440 3377	to	3399	931 156 1671	to	1699
<b>860 240 8520</b>	<b>to</b>	<b>8599</b>	903 370 6934	to	6999	916 670 6352	to	6399	932 506 6400	to	6599
860 275 3900	to	3999	904 600 6523	to	6599	916 682 5300	to	5399	932 732 1796	to	1799
860 518 9629	to	9699	904 892 0378	to	0399	916 694 1414	to	1499	932 827 9026	to	9099
860 600 0021	to	0999	904 892 0648	to	1299	916 703 0802	to	0821	932 957 2300	to	2399
861 158 2350	to	2599	905 056 2216	to	2299	917 089 0709	to	0799	933 060 6160	to	6189
861 367 5400	to	5499	905 510 6647	to	6799	917 089 0842	to	0899	933 387 2541	to	2561
861 637 6010	to	6099	905 510 6900	to	7099	917 216 2928	to	2999	933 760 3609	to	4199
861 979 7292	to	7499	905 794 0000	to	0199	917 370 6300	to	6499	933 894 0928	to	0999
862 216 6100	to	6199	905 794 0288	to	0299	917 486 4900	to	4999	934 018 2729	to	2741
862 263 9213	to	9299	905 873 6900	to	6999	918 460 0602	to	0699	934 180 0300	to	0399
862 271 0800	to	0999	905 873 7100	to	7299	918 951 7231	to	7299	934 236 3954	to	3999
862 271 5000	to	5099	905 880 8900	to	8999	919 519 2786	to	2799	934 622 8717	to	8999
863 871 5138	to	5199	905 889 7100	to	7199	919 536 0770	to	0799	935 216 0312	to	0399
863 949 5300	to	5399	906 158 1508	to	1599	919 814 3095	to	3199	935 843 2202	to	2247
864 088 8200	to	8299	906 558 8812	to	8899	919 889 5110	to	5134	936 024 8889	to	8899
864 426 3972	to	3999	906 982 2214	to	2299	919 889 5178	to	5199	936 339 4455	to	4499
864 520 6117	to	6136	907 725 8500	to	8599	919 889 5030	to	5070			
865 151 0526	to	0599	907 815 0216	to	0257	919 889 5090	to	5099			
865 500 4034	to	4099	908 622 4225	to	4235	919 915 2774	to	2787			

## Missing, Lost, or Stolen Canadian Money Order Forms

**Do Not Cash — Upon Receipt, Notify Local Postal Inspectors**

This listing will be provided to all Postal Service™ employees responsible for accepting and cashing postal money orders. Destroy all 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 outdated money orders **104 151 601 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	728 702 338	to	2 400	734 950 111	to	0 170	742 408 771	to	8 830
<b>720 227 871</b>	<b>to</b>	<b>7 930</b>	728 915 371	to	5 850	735 120 331	to	0 840	742 512 120	to	2 150
720 227 949	to	7 960	728 953 141	to	3 410	735 283 008	to	3 020	742 684 849	to	4 890
720 368 543	to	8 570	728 954 280	to	4 310	735 293 131	to	3 220	742 839 553	to	9 630
720 392 151	to	2 570	729 169 081	to	9 140	735 635 010	to	5 040	742 913 668	to	3 700
720 556 491	to	6 640	729 363 841	to	3 870	735 783 961	to	3 990	742 917 287	to	7 296
720 558 621	to	8 650	729 682 891	to	3 190	735 803 401	to	3 430	742 921 891	to	1 980
720 575 361	to	5 570	729 838 940	to	9 070	736 005 420	to	5 440	742 983 631	to	3 810
720 590 152	to	0 179	729 839 101	to	9 130	736 366 021	to	6 110	743 020 021	to	0 170
721 638 331	to	9 170	<b>730 077 683</b>	<b>to</b>	<b>7 840</b>	736 624 456	to	4 500	743 206 491	to	6 500
721 815 391	to	5 420	730 109 847	to	9 880	736 670 851	to	1 060	743 235 992	to	6 050
721 969 713	to	9 740	730 373 761	to	3 850	736 767 061	to	7 090	743 940 631	to	0 900
722 072 137	to	2 160	730 501 951	to	2 130	736 767 093	to	7 120	743 978 011	to	8 070
722 378 265	to	8 280	730 519 379	to	9 470	736 982 191	to	2 370	744 234 751	to	4 780
722 413 990	to	4 004	730 569 278	to	9 360	736 982 551	to	2 730	744 499 591	to	9 680
722 764 948	to	4 980	730 711 711	to	1 740	737 110 141	to	0 170	744 626 901	to	6 910
722 825 840	to	5 889	730 722 991	to	3 230	737 185 501	to	5 710	745 388 794	to	8 910
723 153 841	to	3 850	730 845 970	to	5 990	737 317 321	to	7 350	746 446 806	to	6 820
723 237 616	to	7 630	730 888 291	to	8 320	737 517 781	to	7 840	746 818 351	to	8 410
723 331 081	to	1 110	730 927 591	to	7 680	737 628 181	to	8 210	747 245 266	to	5 280
723 496 443	to	6 470	731 307 914	to	7 930	737 634 258	to	4 270	747 364 813	to	4 830
723 967 291	to	7 320	731 402 431	to	2 460	738 361 971	to	1 980	747 501 434	to	1 450
724 655 196	to	5 340	731 407 232	to	7 320	738 447 601	to	7 660	747 739 891	to	0 070
724 711 441	to	1 500	731 588 301	to	8 340	738 648 355	to	8 450	748 148 649	to	8 760
724 711 538	to	1 560	731 767 273	to	7 320	738 849 811	to	9 900	748 259 960	to	9 970
724 793 221	to	3 250	731 781 061	to	1 120	738 892 270	to	2 290	748 565 162	to	5 280
724 908 109	to	8 120	731 837 821	to	7 910	738 997 259	to	7 380	748 874 988	to	5 030
724 937 461	to	7 670	731 841 377	to	1 450	739 161 451	to	1 540	749 137 381	to	7 410
725 163 118	to	3 151	732 018 481	to	8 600	739 219 381	to	9 440	749 190 192	to	0 210
725 202 735	to	2 750	732 067 972	to	8 370	739 740 151	to	0 180	749 685 421	to	5 450
725 398 591	to	8 800	732 188 649	to	8 670	739 793 491	to	3 520	749 846 791	to	6 850
725 464 591	to	4 920	732 193 460	to	3 470	739 793 527	to	3 550	749 993 131	to	3 580
725 475 321	to	5 330	732 201 241	to	1 390	739 942 621	to	2 650	<b>750 071 587</b>	<b>to</b>	<b>1 610</b>
725 711 057	to	1 070	732 220 431	to	0 440	739 999 231	to	9 320	750 408 167	to	8 183
725 738 581	to	8 730	732 355 201	to	5 380	<b>740 011 517</b>	<b>to</b>	<b>1 530</b>	750 438 421	to	8 501
725 981 311	to	1 430	732 472 320	to	2 560	740 030 701	to	0 970	750 743 911	to	4 030
725 987 835	to	7 880	732 541 605	to	1 620	740 261 740	to	1 820	750 779 118	to	9 400
726 060 811	to	0 900	732 572 221	to	2 490	740 265 811	to	6 290	750 910 981	to	1 010
726 391 970	to	2 520	732 586 479	to	6 710	740 299 111	to	9 170	750 960 841	to	0 900
726 484 771	to	4 800	732 994 037	to	4 080	740 299 231	to	9 260	751 296 211	to	6 240
726 493 351	to	5 300	733 163 449	to	3 460	740 329 266	to	9 320	751 539 121	to	9 180
726 504 031	to	4 063	733 297 171	to	7 290	740 889 081	to	9 090	751 541 311	to	1 790
726 504 070	to	4 090	733 446 631	to	7 110	741 010 421	to	0 530	751 757 641	to	7 700
726 504 331	to	4 390	733 474 665	to	4 770	741 113 041	to	3 370	751 936 951	to	7 010
726 563 701	to	4 060	733 704 482	to	4 570	741 373 891	to	4 340	751 951 861	to	1 890
726 599 371	to	9 460	733 751 041	to	1 130	741 452 369	to	2 490	751 999 021	to	9 110
726 626 356	to	6 370	734 009 101	to	9 130	741 492 991	to	3 140	752 139 516	to	9 570
727 182 271	to	2 510	734 290 759	to	0 770	741 553 460	to	3 470	752 182 892	to	2 950
727 416 181	to	6 240	734 389 273	to	9 290	741 764 431	to	4 520	752 206 861	to	7 100
727 481 431	to	1 460	734 440 031	to	0 111	742 178 834	to	8 880	752 295 241	to	5 600
727 749 241	to	9 780	734 797 201	to	7 320	742 325 500	to	5 520	752 731 351	to	1 410
728 382 331	to	2 480	734 939 611	to	9 640	742 325 668	to	5 700	752 767 441	to	7 470

753 008 941	to	9 030	763 155 160	to	5 180	773 231 311	to	1 340	800 872 741	to	2 830
753 194 311	to	4 370	763 178 631	to	8 660	773 348 739	to	8 940	801 349 801	to	9 830
753 620 378	to	0 400	763 506 001	to	6 060	773 348 739	to	8 940	801 676 681	to	7 100
754 013 917	to	3 940	763 522 141	to	2 470	773 575 891	to	5 950	802 967 821	to	7 940
754 161 061	to	1 120	763 717 694	to	7 800	773 852 971	to	3 030	803 217 601	to	7 780
754 358 445	to	8 610	763 826 461	to	6 520	775 373 449	to	3 460	803 729 731	to	9 850
754 410 451	to	0 660	763 900 460	to	0 471	<b>789 257 191</b>	<b>to</b>	<b>7 250</b>	803 747 402	to	7 520
754 438 393	to	8 410	763 900 479	to	0 530	<b>790 448 020</b>	<b>to</b>	<b>8 460</b>	804 138 181	to	8 420
754 493 109	to	3 130	763 917 271	to	7 750	790 597 485	to	7 530	804 428 224	to	8 250
754 664 182	to	4 220	764 125 801	to	5 860	790 911 883	to	1 900	804 682 411	to	2 710
754 816 377	to	6 470	764 284 525	to	4 560	791 057 441	to	7 550	805 272 525	to	2 540
755 487 421	to	7 600	764 526 241	to	6 330	791 239 081	to	9 290	805 523 445	to	3 460
755 592 901	to	3 140	764 601 421	to	1 600	791 374 483	to	4 500	805 745 704	to	5 730
755 790 020	to	0 030	764 650 231	to	0 470	791 387 971	to	8 030	806 452 907	to	2 980
755 791 730	to	1 800	764 984 371	to	4 850	791 447 521	to	7 850	806 744 781	to	4 850
755 926 951	to	7 070	765 003 667	to	3 680	791 451 151	to	1 240	806 982 181	to	2 300
755 934 332	to	4 510	765 042 517	to	2 540	791 500 009	to	0 470	807 764 791	to	4 910
755 957 701	to	8 000	765 194 728	to	4 970	791 771 431	to	1 490	808 089 931	to	9 960
755 962 981	to	3 280	765 387 365	to	7 450	792 004 293	to	4 320	808 656 423	to	6 450
756 035 371	to	5 490	765 541 801	to	2 100	792 018 379	to	8 420	808 753 771	to	3 800
756 301 257	to	1 290	765 638 461	to	8 970	792 070 621	to	0 740	809 189 001	to	9 010
756 371 565	to	1 580	765 647 101	to	7 190	792 145 211	to	5 230	809 886 879	to	6 930
756 876 031	to	6 120	765 813 781	to	4 029	792 391 381	to	1 620	809 890 489	to	0 500
756 876 151	to	6 240	765 879 314	to	9 390	792 452 779	to	2 790	<b>810 323 734</b>	<b>to</b>	<b>3 760</b>
756 970 129	to	0 140	765 954 001	to	4 030	792 772 728	to	2 770	810 367 116	to	7 140
757 059 613	to	9 630	766 120 286	to	0 320	792 903 511	to	3 990	810 526 351	to	6 500
757 078 540	to	8 560	766 125 716	to	5 750	793 282 518	to	2 533	810 806 911	to	6 940
757 086 209	to	6 240	766 158 824	to	8 840	794 041 831	to	2 040	810 807 211	to	7 240
757 240 591	to	0 650	766 388 433	to	8 460	794 397 709	to	7 780	811 423 021	to	3 110
757 277 371	to	7 700	766 509 421	to	9 660	794 581 741	to	2 040	811 517 221	to	7 239
757 291 591	to	2 730	766 572 901	to	3 020	794 592 122	to	2 150	811 721 101	to	1 130
757 964 251	to	4 280	766 748 500	to	8 521	795 032 251	to	2 340	812 025 721	to	5 900
758 067 001	to	7 090	767 024 341	to	4 370	795 796 291	to	6 350	812 093 073	to	3 130
758 105 221	to	5 250	767 326 471	to	6 590	796 070 139	to	0 160	812 100 821	to	0 840
758 324 941	to	5 000	767 332 561	to	2 950	796 143 151	to	3 630	812 465 251	to	5 610
758 593 628	to	3 650	768 009 841	to	9 960	796 159 725	to	9 740	812 918 341	to	8 670
758 709 038	to	9 060	768 011 489	to	1 520	796 169 306	to	9 340	812 918 701	to	8 760
758 744 101	to	4 160	768 177 980	to	7 990	796 373 406	to	3 430	813 050 491	to	0 520
758 850 883	to	0 900	768 391 081	to	1 170	796 602 961	to	3 050	813 073 171	to	3 200
758 860 951	to	1 550	768 661 569	to	1 650	796 708 441	to	8 500	813 398 476	to	8 550
759 152 851	to	2 880	769 000 051	to	0 080	796 886 281	to	6 430	813 713 971	to	4 000
759 740 941	to	1 090	769 050 841	to	0 900	796 901 701	to	2 000	813 858 121	to	8 150
<b>760 004 596</b>	<b>to</b>	<b>4 610</b>	769 159 081	to	9 178	796 975 466	to	5 590	814 789 330	to	9 349
760 118 191	to	8 250	769 737 496	to	7 510	797 272 917	to	2 950	814 984 656	to	4 680
760 155 001	to	5 090	769 778 491	to	8 730	797 519 441	to	9 460	815 016 020	to	6 030
760 378 002	to	8 020	769 827 331	to	7 450	797 519 731	to	0 240	815 199 410	to	9 420
760 692 722	to	2 749	<b>770 216 071</b>	<b>to</b>	<b>6 100</b>	797 535 181	to	5 330	815 240 491	to	0 520
761 055 460	to	5 480	770 723 281	to	3 400	797 646 151	to	6 180	815 755 591	to	5 620
761 169 781	to	9 810	770 790 451	to	0 480	798 040 053	to	0 080	815 755 622	to	5 650
761 504 941	to	5 120	770 915 150	to	5 490	798 055 813	to	5 830	815 806 381	to	6 680
761 516 836	to	6 910	771 455 551	to	5 610	798 055 891	to	5 950	816 126 834	to	6 870
761 613 588	to	3 600	771 609 661	to	9 690	798 326 371	to	6 520	816 156 721	to	6 780
761 688 631	to	8 690	771 932 551	to	2 580	798 339 167	to	9 210	816 580 903	to	0 920
761 805 199	to	5 240	772 057 224	to	7 440	798 562 411	to	2 440	816 945 571	to	5 600
761 826 106	to	6 120	772 162 660	to	3 070	798 632 461	to	2 490	817 253 011	to	3 280
761 881 171	to	1 560	772 718 615	to	8 640	798 807 151	to	7 510	817 763 881	to	4 060
761 975 641	to	5 670	772 940 140	to	0 160	798 944 761	to	5 030	818 330 562	to	0 610
761 975 886	to	5 895	772 970 886	to	0 940	799 118 616	to	8 640	818 459 641	to	9 670
762 304 144	to	4 170	773 009 419	to	9 430	799 133 191	to	3 220	818 926 273	to	6 320
762 324 931	to	4 960	773 112 031	to	2 060	799 177 626	to	7 650	818 950 351	to	0 380
762 439 261	to	9 290	773 125 387	to	5 410	799 854 751	to	5 200	818 962 492	to	2 530
762 524 158	to	4 220	773 179 320	to	9 410	<b>800 044 320</b>	<b>to</b>	<b>4 410</b>	819 032 341	to	2 730
762 584 872	to	4 970	773 202 989	to	3 140	800 211 901	to	2 440	819 127 054	to	7 080
762 593 431	to	3 460	773 208 991	to	9 290	800 427 530	to	7 540	819 278 540	to	8 670



819 544 681	to 4 740	822 900 991	to 1 020	826 582 951	to 3 430	828 732 331	to 2 390
819 928 441	to 8 650	822 925 951	to 6 100	826 720 201	to 0 230	828 807 781	to 7 840
<b>820 034 406</b>	<b>to 4 430</b>	823 284 931	to 4 990	827 005 671	to 5 830	828 830 952	to 0 963
820 070 761	to 1 540	823 293 031	to 3 210	827 287 861	to 7 950	828 939 781	to 0 050
820 191 342	to 1 360	823 556 011	to 6 100	827 291 502	to 1 520	829 002 721	to 2 870
820 274 856	to 4 880	824 078 341	to 8 370	827 575 381	to 5 470	829 005 301	to 5 540
820 600 171	to 0 230	824 156 325	to 6 340	827 609 085	to 9 100	829 080 241	to 0 330
821 172 241	to 2 360	824 511 252	to 1 270	827 619 811	to 9 840	829 160 986	to 1 000
821 229 661	to 9 720	824 588 281	to 8 370	827 883 511	to 3 600	829 176 841	to 6 930
821 229 743	to 9 780	825 140 397	to 0 460	828 160 441	to 0 530	829 471 561	to 1 590
821 903 731	to 3 910	825 409 651	to 9 680	828 376 201	to 6 260	829 561 065	to 1 080
821 927 841	to 7 850	825 472 171	to 2 200	828 441 602	to 1 630	829 566 481	to 6 510
822 505 801	to 5 830	826 042 898	to 2 920	828 539 316	to 9 340	829 569 931	to 9 960
822 703 442	to 3 470	826 226 644	to 6 670	828 539 341	to 9 370		

— Criminal Investigations Group, Postal Inspection Service, 6-30-11

### 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 [www.usps.com/missingmoneyorders/security.htm](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.

— Special Services,  
Channel Access, 6-30-11

### Counterfeit Canadian Money Order Forms

#### Do Not Cash

To be posted and used by retail window employees. As directed, destroy previous notices. Destroy all interim notices 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	

— Criminal Investigations Group,  
Postal Inspection Service, 6-30-11

### 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.

— Criminal Investigations Group,  
Postal Inspection Service, 6-30-11

## Other Information

### Overseas Military/Diplomatic Mail

Mail addressed to military and diplomatic post offices overseas is subject to certain conditions or restrictions of mailing regarding content, preparation, and handling. The APO/FPO/DPO table below outlines these conditions by APO/FPO/DPO 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 deter-

mine which APO/FPO/DPO 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/DPO 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.

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

### APO/FPO/DPO Table

APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions
09002	A1-B-C-D-H-M-R-U	09088	A1-B-C-D-H-M-R-U	09227	A1-B-C-D-F1-H-M-R-U	09316	A-A1-B-C1-E2-F-H1-M-R-R1-U2-V-Z1
09003	A1-B-C-D-H-M-P-R-U	09090	A1-B-C-D-H-M-P-R-U	09229	A1-B-C-D-H-M-R-U	09317	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09004	A1-B-C-D-H-M-R-U	09092	A1-B-C-D-H-M-R-U	09237	A1-B-C-D-H-M-R-U-V	09320	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09005	A1-B-C-D-H-M-P-R-U	09094	A1-B-C-D-F-F1-H-M-P-R	09245	A1-B-C-D-H-M-R-U	09321	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09006	A1-B-C-D-H-M-R-U	09095	A1-B-C-D-H-M-R-U	09250	A1-B-C-D-H-M-R-U	09327	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09007	A1-B-C-D-H-M-R-U	09096	A1-B-C-D-H-M-R-U	09261	A1-B-C-D-F1-H-M-R-U-V	09328	A-A1-B-C1-E2-F-H1-R-R1-V-Z1
09008	A-A1-B-C-D-H-M-P-R-U	09099	A1-B-C-D-H-M-R-U	09263	A1-B-C-D-H-M-R-U	09330	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09009	A1-B-C-D-F1-H-M-R-U	09100	A1-B-C-D-H-M-R-U	09264	A1-B-C-D-H-M-R-U	09331	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09011	A1-B-C-D-H-M-R-U	09102	A1-B-C-D-H-M-R-U	09265	A1-B-C-D-F1-H-M-N-R-U	09332	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09012	A1-B-C-D-F-F1-H-M-R-U	09103	A1-B-C-D-H-U	09267	A1-B-C-D-H-M-R-U	09333	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09013	A1-B-C-D-F-F1-H-M-R-U-Z1	09104	A1-B-C-D-F1-H-M-R-U	09301	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09334	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09014	A1-B-C-D-H-M-R-U	09107	A1-B-C-D-H-M-R-U	09302	A-A1-B-C1-F-F1-H-M-N-V-Z-Z1	09336	A-A1-B-C1-E2-F-H1-R-R1-U2-V-Z1
09020	A1-B-C-D-H-M-R-U	09112	A1-B-C-D-H-M-R-U	09304	A-A1-B-C1-E2-F-H1-M-R-V-Z1	09337	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09021	A1-B-C-D-F1-H-M-R-U	09114	A1-B-C-D-H-M-R-U	09305	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09338	A-A1-B-C1-E2-F-H1-M-R-R1-U2-V-Z1
09028	A1-B-C-D-H-M-R-U	09123	A1-B-C-D-F1-H-M-R-U	09306	A-A1-B-C1-E2-F-H1-R-R1-U2-V-Z1	09340	A-A1-B-C1-F-H-R-V
09033	A1-B-C-D-H-M-R-U	09126	A1-B-C-D-F-F1-H-M-P-R	09307	A1-B-N-V-Z1	09342	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09034	A1-B-C-D-H-M-R-U	09128	A1-B-C-D-H-M-R-U	09308	A-A1-B-C1-E2-F-H1-M-R-V-Z1	09343	A-A1-B-C1-F-M-N-V-Z1
09038	A1-B-C-D-H-M-R-U	09131	A1-B-C-D-H-M-R-U	09309	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09344	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z-Z1
09042	A1-B-C-D-H-M-R-U	09136	A1-B-C-D-F1-H-M-R	09310	A-A1-B-C1-E2-F-H1-M-R-V-Z1	09347	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09046	A1-B-C-D-H-M-R-U	09137	A1-B-C-D-F1-H-M-R-U	09311	A-A1-B-C1-E2-F-H1-M-R-V-Z1	09348	A-A1-B-C1-E2-F-H1-M-R-R1-U2-V-Z1
09049	A1-B-C-D-H-M-R-U	09138	A1-B-C-D-H-M-R-U	09312	A-A1-B-C1-E2-F-H1-R-R1-U2-V-Z1	09350	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1
09051	A1-B-C-D-H-M-R-U	09139	A1-B-C-D-H-M-R-U	09313	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1		
09053	A1-B-C-D-H-M-R-U	09140	A1-B-C-D-H-M-R-U	09314	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1		
09054	A1-B-C-D-H-M-R-U	09142	A1-B-C-D-F-F1-H-P-R-U	09315	A-A1-B-C1-E2-F-H1-M-N-R-R1-V-Z1		
09055	A1-B-C-D-F-H-M-R-R1-U-V	09143	A1-B-C-D-H-M-R-U				
09058	A1-B-C-D-H-M-R-U	09154	A1-B-C-D-H-M-R-U				
09059	A1-B-C-D-H-M-R-U	09172	A1-B-C-D-H-M-R-U				
09060	A1-B-C-D-F1-H-M-R-U	09173	A1-B-C-D-H-M-R-U				
09063	A1-B-C-D-L-H-M-R-U	09177	A1-B-C-D-H-M-R-U				
09067	A1-B-C-D-H-M-R-U	09180	A1-B-C-D-H-M-R-U				
09068	A1-B-C-D-H-U-Z1	09186	A1-B-C-D-H-M-R-U				
09069	A-A1-B-C-D-H-U-V	09211	A1-B-C-D-H-M-P-R-U				
09075	A1-B-C-D-H-M-R-U	09213	A1-B-C-D-F1-H-M-R-U				
09079	A1-B-C-D-H-M-R-U	09214	A1-B-C-D-F1-H-M-R-U				
09081	A1-B-C-D-H-M-R-U	09226	A1-B-C-D-F1-H-M-R-U				

APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions
09351	A-A1-B-C1-E2-F-H1-M-R-V-Z1	09397	A-A1-B-C1-E2-F-F1-H1-M-N-R-R1-S-T-V-Z-Z1	09586	A1-B-F-F1-R-R1-V	09713	A1-B-C-F1-R
09352	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09403	A1-B-C-C1-M-R-U	09587	A1-B-F-F1-R-R1-V	09714	A1-B-C-C1-F1-M-R-R1-U
09353	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09421	A1-B-C-C1-M-R-U	09588	A1-B-V	09715	A1-B-F1-M-R
09354	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09447	A1-B-C-C1-R-U-V	09589	A1-B-V	09716	A1-B-C-M-N-R-V
09355	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09454	A1-B-C-C1-M-R-U-V	09590	A1-B-V	09717	A-A1-B-M-R-V-W
09356	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09459	A1-B-C-C1-M-R-U	09591	A1-B-F-F1-R-R1-V	09718	A1-B-F-I-M-N-R-U-V-Z
09357	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09461	A1-B-C-C1-M-P-R-U	09593	A1-B-V	09719	A1-B-C-D-M-R-U-V
09359	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09463	A1-B-C-C1-R-U	09594	A1-B-V	09720	A1-B-M-R-U-V
09360	A1-B-V	09464	A1-B-C-C1-R-U	09596	A1-B-V	09721	A1-B-N-R-U-V-Z1
09363	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09468	A1-B-C-C1-M-R-U	09599	A1-B-F-F1-R-R1-V	09722	A-A1-B-F-H-N-Q-V-Z-Z1
09364	A-A1-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09469	A1-B-C-C1-R-U	09602	A1-B-C-F-F1-N-R-U-V	09723	A1-B-M-N-R-U-V-Z1
09365	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09470	A1-B-C-C1-M-R-U	09603	A1-B-C-F-F1-R-U-V	09724	A1-B-C-C1-F1-M-R-R1-U
09366	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09470	A1-B-C-C1-M-R-U	09604	A1-B-C-F-F1-P-R-U-V	09726	A1-B-M-N-R-U-V
09367	A-A1-B-B2-C1-E2-F-H1-M-R-R1-V-Z	09494	A1-B-C-C1-M-R-U	09605	A1-B-C-D-H-M-R-U-V	09727	A-A1-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
09368	A-A1-B-C1-E2-F-H1-M-N-R-V-Z1	09496	A1-B-C-C1-R-U-V	09606	A1-B-C-D-H-M-R-U-V	09728	A-A1-B-B2-C-C1-F-J-L-N-R-R1-T-V-Z1
09369	A-A1-B-C1-E2-F-H1-M-R-R1-V	09498	A1-B-C-C1-F-F1-F2-J-L-N-R-R1-T-V-Z1	09607	A-A1-B-C-F-F1-M-R-R1-U-U3-V-W	09729	A1-B-C-F-N-R-R1-U-V
09370	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09501	A1-B-V	09608	A1-B-C-F-N-U-V	09730	A-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1
09372	A-A1-B-C1-E2-F-H1-M-R-R1-V	09502	A1-B-V	09609	A1-B-C-F-U	09731	A-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1
09373	A-A1-B-C1-E2-F-H1-M-R-R1-V	09503	A1-B-V	09610	A1-B-C-F-F1-M-R-U-V	09732	A1-B-N-V-Z1
09374	A-A1-B-C1-E2-F-H1-M-R-V-Z1	09504	A1-B-V	09611	A1-B-C-F-F1-R-U-V	09733	A1-B-N-V
09375	A-A1-B-C1-E2-F-H1-M-R-V-Z1	09505	A1-B-V	09613	A1-B-C-F-U-V	09734	A-A1-B-C-C1-F-J-L-M-N-R-R1-T-V-Z1
09378	A-A1-B-C1-E2-F-H1-M-R-R1-U2-V-Z1	09506	A1-B-V	09617	A1-B-C-F-U	09735	A1-B-N-V-Z1
09380	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09507	A1-B-V	09618	A1-B-C-F-U	09736	A-A1-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
09382	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09508	A1-B-V	09620	A1-B-C-F-U	09737	A-A1-B-B2-C-C1-F-I-L-M-N-R-R1-T-V-W-Y-Z-Z1
09383	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09509	A1-B-V	09621	A1-B-C-F-U	09738	A-A1-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
09384	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09510	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09622	A1-B-C-F-U	09739	A-A1-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
09387	A-A1-B-C1-E2-F-H1-M-R-V	09511	A1-B-V	09623	A1-B-C-F-U	09741	A-A1-B-C1-E2-F-F1-H1-J-L-M-N-R-R1-T-V-W-Y-Z1
09391	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09513	A1-B-F-F1-R-R1-V	09624	A1-B-C-F-U	09742	A-A1-B-B2-F-F1-J-L-M-N-R-T-V-Z1
09393	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09517	A1-B-F-F1-R-R1-V	09625	A1-B-C-F-U	09743	A-A1-B-F-H-N-Q-V-Z-Z1
09394	A-A1-B-C1-E2-F-F1-H1-M-N-R-R1-V-Z1	09524	A1-B-F-F1-R-R1-V	09626	A1-B-C-F-U	09744	A-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1
09396	A-A1-B-C1-E2-F-H1-M-R-R1-U2-V-Z1	09532	A1-B-F-F1-R-R1-V	09627	A1-B-C-F-U	09745	A-A1-B-F-F1-M-N-R-R1-V-Z1
		09534	A1-B-F-F1-R-R1-V	09630	A1-B-C-F-U-V	09747	A1-B-F-J-N-U-V-Z1
		09543	A1-B-F-F1-R-R1-V	09631	A1-B-C-F-U	09748	A-A1-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
		09545	A1-B-V	09633	A1-B-B2-C-D-F-F1-M-R-U-U1-U2-U3-V-Z1	09749	A-A1-B-F-H-N-V-Z1
		09549	A1-B-V	09636	A1-B-C-F-U	09750	A-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1
		09554	A1-B-F-F1-R-R1-V	09642	A1-B-M-N-R-U	09751	A1-B-C-D-H-M-R-U
		09556	A1-B-F-F1-R-R1-V	09643	A1-B-M-R-U	09752	A1-B-C-D-H-U
		09557	A1-B-F-F1-R-R1-V	09645	A1-B-C-F-F1-U	09754	A1-B-U
		09564	A1-B-F-F1-R-R1-V	09647	A1-B-N-R-U	09755	A1-B-U
		09565	A1-B-F-F1-R-R1-V	09648	A1-B-N-U-V-Z1		
		09566	A1-B-F-F1-R-R1-V	09649	A1-B-N-U-Z1		
		09567	A1-B-F-F1-R-R1-V	09701	A-A1-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1		
		09568	A1-B-V	09702	A1-B-C-C1-F1-M-R-R1-U		
		09569	A1-B-F-F1-R-R1-V	09703	A1-B-C-F1-H-U		
		09570	A1-B-F-F1-R-R1-V	09704	A1-B-C-V		
		09573	A1-B-F-F1-R-R1-V	09705	A1-B-U		
		09574	A1-B-F-F1-R-R1-V	09706	A1-B-C-N-R-U-V		
		09575	A1-B-F-F1-R-R1-V	09707	A1-B-C-J-M-N-R-U-V		
		09576	A1-B-F-F1-R-R1-V	09708	A1-B		
		09577	A1-B-V	09709	A1-B-F1-H		
		09578	A1-B-F-F1-R-R1-V	09710	A1-B-C-C1-F1-M-N-R-R1-U		
		09579	A1-B-F-F1-R-R1-V	09711	A1-B-F1-N-R-Z1		
		09581	A1-B-F-F1-R-R1-V				
		09582	A1-B-F-F1-R-R1-V				

APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions
09756	A1-B-U	09831	A1-B-F-N-U-V-Z1	34033	A1-B-C-F-J-L-M-N-V-Z1	96322	A1-B-F-F1-F2-H-M-W
09758	A-A1-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1	09832	A-A1-B-U1-V-Z1	34034	A1-B-J-L-M-N-V-Z1	96323	A1-B-M-V-W
09759	A-A1-B-B2-C-C1-E2-F-F1-F2-J-L-N-R-R1-T-V-Z1	09833	A1-B-U1-V-Z1	34035	A1-B-H-J-L-M-N-U-V-Z1	96326	A1-B-M-W
09762	A-A1-B-B2-E3-F-F1-J-L-N-R-R1-T-V-Z1	09834	A1-B-F-F1-R-R1-V-Z1	34036	A1-B-J-L-M-N-U-V-Z1	96328	A1-B-M-W
09769	A-A1-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1	09835	A-A1-B-V-Z1	34037	A1-B-C-F-H-I-L-M-N-V-Z1	96330	A1-B-M-W
09771	A-A1-B-C-E1-N-R-V	09836	A-A1-B-C-F-M-V-Z1	34038	A1-B-L-M-N-U-V-Z1	96336	A1-B-M-V-W
09777	A-A1-B-C-E1-M-N-R	09837	A1-B-V-Z1	34039	A1-B-J-L-M-N-U-V-Z1	96337	A1-B-M-W
09780	A-A1-B-F-H-N-R-V	09838	A1-B-V-Z1	34041	A1-B-J-L-M-N-T-U-V-Z1	96338	A1-B-M-W
09798	A1-B-C-D-H-L-U-V	09839	A-A1-B-U-V-Z1	34042	A1-B-D-F-M-N-V-Z1	96339	A1-B-M-V-W
09801	A-A1-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09840	A-A1-B-V-Z1	34050	A1-B-V	96343	A1-B-M-W
09803	A1-B-E2-E3-F-H1-N-R-R1-U1-V-Z1	09841	A-A1-B-N-R-U-Z1	34055	A1-B-J-L-M-N-U-V-Z1	96346	A1-B-F-F1-F2-H-M-V-W
09804	A-A1-B-F-F1-N-R-V-Z1	09842	A-A1-B-M-N-R-Z1	34058	A1-B-F-F1-R-R1-V-Z1	96347	A1-B-F-F1-F2-H-M-W
09805	A-B-F-F1-R-R1-V-Z1	09844	A-A1-B-C-F-N-U-V-Z1	34060	A1-B-B2-C1-E2-F-J-L-N-R-R1-T-V-Z1	96349	A1-B-F-F1-F2-H-M-W
09806	A-A1-B-C1-E2-F-H1-L-M-N-R-R1-V-Z1	09845	A-A1-B-B2-E3-F-F1-I-L-M-N-T-V-Z1	34078	A1-B-F1-N-V-Z1	96350	A1-B-F-F1-F2-H-M-W
09807	A-A1-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09846	A-A1-B-B2-C1-F-J-L-N-R-R1-T-V-Z1	34090	A1-B-F-F1-R-R1-V	96351	A1-B-F-F1-F2-H-M-W
09808	A-A1-B-C1-E2-F-H1-M-R-V	09852	A1-B-E2-E3-F-H1-N-R-R1-U1-V-Z1	34091	A1-B-F-F1-R-R1-V	96362	A1-B-F-F1-F2-M-W
09809	A1-B-V-Z1	09853	A1-B-E2-F-H1-R-R1-U2-V-Z1	34092	A1-B-F-F1-R-R1-V	96365	A1-B-M-V-W
09810	A-A1-B-F-F1-N-R-V-Z1	09855	A-A1-B-C1-E2-F-H1-R-R1-U2-V-Z1	34093	A1-B-F-F1-R-R1-V	96367	A1-B-L-M-W
09811	A1-B-E2-E3-F-H1-N-R-R1-U1-V-Z1	09858	A1-B-E2-E3-F-H1-N-R-R1-U1-V-Z1	34095	A1-B-V	96368	A1-B-M-W
09812	A1-B-E2-E3-F-F1-I-N-R-U-V-Z1	09859	A1-B-C1-F-F1-H1-N-R-R1-V-Z1	34098	A1-B-V	96370	A1-B-F-F1-F2-H-M-W
09813	A-A1-B-B2-C1-E2-E3-F-J-L-N-R-R1-T-V-Z1	09862	A-A1-B-N-V-Z1	34099	A1-B-V	96372	A1-B-M-W
09814	A1-B-E2-E3-F-F1-I-N-R-U-V-Z1	09865	A-A1-B-V-Z1	96201	A-A1-B	96373	A1-B-M-W
09815	A-A1-B-C1-E2-F-H1-M-R-R1-V-Z1	09868	A-A1-B-N-U-V-Z1	96202	A-A1-B-U	96374	A1-B-M-W
09816	A-A1-B-B2-C-C1-E2-E3-F-J-L-N-R-R1-T-V-Z1	09870	A-A1-B-C1-E2-F-H1-M-R-R1-U-V-Z1	96203	A-A1-B	96375	A1-B-M-W
09817	A-A1-B-B2-C1-E2-E3-F-F1-H-H1-J-L-M-N-R-T-V-Z1	09880	A-A1-B-C1-E2-F-H1-R-R1-U-V-Z1	96204	A-A1-B	96376	A1-B-M-W
09818	A-A1-B-C-F-M-V-Z1	09890	A1-B-E2-F-H1-N-R-R1-U2-V-Z1	96205	A-A1-B-U	96377	A1-B-M-W
09820	A-A1-B-B2-F-H-H1-J-L-M-N-R-R1-T-V-Z1	09892	A-A1-B-E2-F-N-R-R1-V-Z1	96206	A-A1-B-U	96378	A1-B-M-W
09821	A-A1-B-F-N-R-V-Z1	09898	A1-B-E2-F-H1-N-R-R1-U2-V-Z1	96207	A-A1-B-V	96379	A1-B-M-W
09822	A-A1-B-F-R-V-Z1	34002	A1-B-J-L-N-U-Z1	96209	A-A1-B-J-L-N-T-U	96384	A1-B-M-W
09823	A-A1-B-F-R-V-Z1	34004	A1-B-J-L-N-T-U-V	96213	A-A1-B-U	96386	A1-B-M-W
09824	A-A1-B-F-R-V-Z1	34006	A-A1-B-C1-F1-N-V-Z1	96214	A-A1-B-U	96387	A1-B-M-W
09825	A-A1-B-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1	34007	A-A1-B-C1-F-F1-M-N-R-R1-V-Z1	96218	A-A1-B-U	96388	A1-B-M-W
09826	A-A1-B-B2-C1-E1-E2-E3-F-L-M-N-R-R1-T-V-W-Z1	34008	A1-B-B2-D-E1-F-H-H1-J-L-M-N-R-R1-T-V-Z1	96224	A-A1-B-U	96401	A1-B-F-N-V-Z1
09827	A-A1-B-F-F1-N-R-V-Z1	34011	A1-B-B2-C1-E2-F-J-L-M-N-R-R1-T-V-Z1	96257	A-A1-B-U	96426	A-A1-B-C1-E2-F-H1-M-R-V
09828	A1-B-J-L-N-T-V-Z1	34020	A1-B-J-L-M-N-U-V-Z1	96258	A-A1-B-U	96427	A-A1-B-C1-E2-F-H1-M-R-R1-V
09829	A1-B-C-N-R-V-Z1	34021	A1-B-J-L-M-N-U-V-Z1	96260	A-A1-B-U	96447	A1-B-F-N-U3-V-V1
09830	A1-B-C-M-N-R-V-Z1	34022	A1-B-D-F-J-L-M-N-U-V-Z1	96262	A-A1-B-U-V	96501	A-A1-B-N-V
		34023	A1-B-J-L-M-N-U-V-Z1	96264	A-A1-B-U	96502	A1-B-F-N-U3-V
		34024	A1-B-L-M-N-U-V-Z1	96266	A-A1-B-U	96503	A1-B-F-N-U3-V
		34025	A1-B-F-J-L-M-N-U-V-Z1	96267	A-A1-B-U-V	96507	A-A1-B-F-V
		34030	A1-B-J-L-M-N-U-V-Z1	96269	A-A1-B-U	96510	A1-B-I-N-V
		34031	A1-B-J-L-M-N-U-V-Z1	96271	A-A1-B-U	96511	A1-B-I-N-V
		34032	A1-B-J-L-M-N-T-U-V-Z1	96275	A-A1-B-V	96515	A1-B-D-F-U3
				96276	A-A1-B	96516	A1-B-D-F
				96278	A-A1-B-U	96517	A1-B-F-U3-V
				96283	A-A1-B-U	96518	A1-B-V
				96284	A-A1-B-U-V	96520	A1-B-F-N-U3-V
				96303	A1-B-H-J-L-M-N-T-W	96521	A1-B-F-N-U3
				96306	A1-B-F-F1-F2-H-M-W	96522	A1-B-F-N-U
				96309	A1-B-M-V-W	96530	A-A1-B-F-F1-H-H1-M-N-U-V
				96310	A1-B-M-W	96531	A-A1-B-F-F1-H-M-N-U-V
				96319	A1-B-M-W		
				96321	A1-B-F-F1-F2-H-M-W		

APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions
96532	A-A1-B-H-J-L-M-N-T-U-V	96562	A-A1-B-B2-C-C1-D-E2-E3-F-F1-H-H1-I-L-M-N-R-T-V-Z-Z1	96614	A-A1-B-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1	96666	A1-B-V
96534	A-A1-B-F-U			96615	A1-B-F-F1-R-R1-V	96667	A1-B-F-F1-R-R1-V
96535	A-A1-B-F-V	96577	A-A1-B-F-H-M-U	96616	A1-B-F-F1-R-R1-V	96668	A1-B-F-F1-R-R1-V
96537	A1-B-V	96595	A1-B-V	96617	A1-B-F-F1-R-R1-V	96669	A1-B-F-F1-R-R1-V
96538	A1-B-V	96598	A1-B-N-V	96619	A1-B-V	96670	A1-B-V
96540	A1-B-V	96599	A1-B-N-V	96620	A1-B-F-F1-R-R1-V	96671	A1-B-F-F1-R-R1-V
96541	A1-B-V	96601	A1-B-V	96621	A1-B-V	96672	A1-B-F-F1-R-R1-V
96542	A1-B-V	96602	A1-B-V	96622	A1-B-F-F1-R-R1-V	96673	A1-B-V
96543	A1-B-P-V	96603	A1-B-V	96624	A1-B-F-F1-R-R1-V	96674	A1-B-F-F1-R-R1-V
96544	A1-B-F-N-U3-V	96604	A1-B-V	96628	A1-B-F-F1-R-R1-V	96675	A1-B-F-F1-R-R1-V
96546	A1-B-F-U3	96605	A1-B-V	96629	A1-B-F-F1-R-R1-V	96677	A1-B-F-F1-R-R1-V
96548	A-A1-B-H-M-U	96606	A1-B-V	96643	A1-B-F-F1-R-R1-V	96678	A1-B-F-F1-R-R1-V
96549	A-A1-B-H-M-U	96607	A1-B-V	96650	A1-B-F-F1-R-R1-V	96679	A1-B-F-F1-R-R1-V
96550	A-A1-B-H-M-U-V	96608	A1-B-V	96657	A1-B-F-F1-R-R1-V	96681	A1-B-V
96551	A-A1-B-H-M-N-U	96609	A1-B-V	96660	A1-B-F-F1-R-R1-V	96682	A1-B-V
96552	A1-B	96610	A1-B-V	96661	A1-B-F-F1-R-R1-V	96683	A1-B-V
96553	A-A1-B-F-F1-H-M-U	96611	A1-B-V	96662	A1-B-F-F1-R-R1-V	96686	A1-B-V
96554	A-A1-B-H-M-U	96612	A1-B-F-F1-R-R1-V	96663	A1-B-F-F1-R-R1-V	96687	A1-B-V
96555	A1-B-F-M-V	96613	A-A1-B-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1	96664	A1-B-V	96698	A1-B-V
96557	A1-B-F-M-V			96665	A1-B-V		



## RESTRICTIONS

### LEGEND

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

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

AAFES	= Army and Air Force Exchange Service
APO	= Army/Air Force Post Office
Box R	= Retired military personnel
DMM	= <i>Domestic Mail Manual</i>
DPO	= Diplomatic Post Office
FPO	= Fleet Post Office
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.** Regardless of mail class, a customs declaration form is required for all items weighing 16 ounces or more, or any item (regardless of weight) containing potentially dutiable mail contents (e.g., merchandise) addressed to an APO, FPO, or DPO ZIP Code. PS Form 2976 is required for items weighing less than 16 ounces, and PS Form 2976-A is required for items weighing 16 ounces or more. No customs form is required for items weighing less than 16 ounces when the contents are not potentially dutiable (e.g., documents). When the surface area of the address side of the mailpiece is not large enough to contain a PS Form 2976-A, the smaller PS Form 2976 may be substituted (e.g., the Priority Mail Small Flat Rate Box). The following exceptions apply:

- Known mailers are exempt from providing customs documentation on non-dutiable letters or printed matter. (A known mailer is a business mailer who enters volume mailings through a business mail entry unit (BMEU) or other bulk mail acceptance location, pays postage through an advance deposit account, uses a permit imprint for postage payment, and submits a completed postage statement at the time of entry that certifies that the mailpieces contain no dangerous materials that are prohibited by postal regulations.)
- All federal, state, and local government agencies whose mailings are regarded as "Official Mail" are exempt from providing customs documentation on any item addressed to an APO, FPO, or DPO except for those APOs/FPOs/DPOs 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."

**B2.** All federal, state, and local government agencies must complete customs documentation when sending potentially dutiable mail addressed to or from this APO, FPO, or DPO.

**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 601.11.1.1c. This restriction does not apply to firearms mailed to or by official U.S. government agencies. The restriction for mail to this APO/FPO/DPO ZIP Code does not apply to firearms mailed from this APO/FPO/DPO 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 letters, flats, and Periodicals are authorized. Parcels of any class are prohibited.

**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:

- Maximum length 20 inches.
- Maximum width 12 inches.
- Maximum height 12 inches.

The maximum length and girth combined may not exceed 68 inches.

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, vegetables, 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 available under DMM 601.11.7, are prohibited.

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

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

- Maximum length 12 inches.
- Maximum width 12 inches.
- Maximum height 5 1/2 inches.
- Maximum weight 25 pounds.

The maximum length and girth combined may not exceed 47 inches.

**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.

## Management Instructions

### New Management Instruction FM-131-2011-2, Closing the Financial Accountability of a Discontinued Post Office, Station, Branch, or Community Post Office

Management Instruction (MI) FM-131-2011-2, *Closing the Financial Accountability of a Discontinued Post Office, Station, Branch or Community Post Office*, is effective June 30, 2011. This MI provides the following:

- Comprehensive instructions for closing the financial accountability of a discontinued Post Office™, station, branch, or community post office (CPO).
- Instructions for disposition of postal equipment and systems applications of a discontinued Post Office, station, branch, or CPO.
- A checklist for closing a unit that serves as a guideline to activities to be performed during the 60-day period before closing.

#### Financial Procedures

Upon approval to cease operations of a Post Office, station, branch, or CPO, the outgoing Postal Service™ official must perform a closeout of the unit's financial accountability. If multiple units will be consolidated, the financial accountability of the units approved to cease operations must be closed out. The outgoing Postal Service official and a witness must ensure that an overall final financial audit is performed and documented.

Audit and closeout financial accountabilities include the following:

1. Employee accountable cash and stamp credits.
2. Customer trust accounts.
3. Money orders.
4. Employee items.
5. Unit financial differences account (247/647).
6. Voyager and Smart Pay purchasing card accounts.

Prior to the last day of business, the following activities must be performed:

1. Conduct final counts and close out all cash and stamp credits for employees who will not be working on the last day of business.
2. Ensure that there is no pending in-transit stock from or to the stamp distribution center/stamp distribution office or any other unit.

3. Clear as many of these items as possible:
  - a. Financial differences AIC 247/647.
  - b. All pending employee items, such as employee shortages, emergency salary advances, and travel advances.
4. Reconcile, as much as possible, the Master Trust balances.
5. Use the "Closing a Unit Checklist," to check off the tasks associated with closing the unit as they are completed. On the last business day, make sure that all applicable tasks have been checked off.

#### Financial Accountability

For the last day of business, determine the financial accountability of a discontinued Post Office, station, branch, or CPO. Go to the Accounting Data Mart to find the reports outlined in the MI. The outgoing Postal Service official and a witness must perform and document a final financial audit of the unit's overall accountability. To close out the financial accountability on the last day of business, use the MS Excel workbook, *Closing Out a Unit's Accountability Forms*, available on the Accounting website.

#### Accounting Website

Go to <http://blue.usps.gov/wps/portal/accounting/library/fieldfinanceforms>, under Closing Post Offices, to find the following:

- Closing a Unit Checklist.
- Closing Out a Unit's Accountability Interactive Forms.
- A link to PolicyNet to access this MI.

MI FM-130-2011-2 is available on the Postal Service PolicyNet website (<http://blue.usps.gov/cpim>):

- Go to <http://blue.usps.gov>.
- Under "Essential Links" in the left-hand column, click *PolicyNet*.
- Click *MIs*.

— Revenue and Field Accounting,  
Controller, 6-30-11

## New Management Instruction AS-300-2011-3, Advertising Policy and Guidelines

Management instruction (MI) AS-300-2011-3, *Advertising and Media Planning Policy and Guidelines*, is effective immediately. This MI:

- Supersedes MI AS-300-2009-2, *Advertising Policy and Guidelines*, May 1, 2009.
- Defines “authorized advertising materials.”
- Sets forth Postal Service™ policy for postmasters and managers who wish to advertise or provide information to Postal Service customers via postcards, letters, flyers, signs, and mass media elements.
- Provides information about messaging and other advertising materials available, including MessageMaker4.

MI AS-300-2011-3 is available on the Postal Service PolicyNet website:

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click *PolicyNet*.
- Then click *MI*s.

The direct URL for the Postal Service PolicyNet website is <http://blue.usps.gov/cpim>.

— *Media Planning and Advertising,  
Sales, 6-30-11*

# Organization Information

## 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	05-8388	95605	CA	West Sacramento	Yolo	Bryte	Classified Branch	06/06/2011	Classified branch discontinued. Retain ZIP Code™. Establish a place name. Continue to use Bryte CA 95605 as last line of address.
New	05-8388	95605	CA	West Sacramento	Yolo	Bryte	Place Name	06/06/2011	
Old	05-6024	95314	CA	Pinecrest	Tuolumne	Dardanelle	Community Post Office	11/01/2008	Community Post Office and ZIP Code discontinued. Establish a place name. Dardanelle CA becomes an acceptable last line for use with ZIP Code 95364.
New	05-6024	95364	CA	Pinecrest	Tuolumne	Dardanelle	Place Name	11/01/2008	
Old	11-5850	33151	FL	Miami	Dade	Edison	Classified Station	06/04/2011	Classified station discontinued. Retain ZIP Code. Continue to use Miami FL 33151 as last line of address.
New	11-5850	33151	FL	Miami	Dade	Main Office	Post Office	06/04/2011	
Old	11-5850	33299	FL	Miami	Dade	Miami International Airport	Classified Station	06/04/2011	Classified station discontinued. Retain ZIP Code. Continue to use Miami FL 33299 as last line of address.
New	11-5850	33299	FL	Miami	Dade	Main Office	Post Office	06/04/2011	
Old	11-7260	32404	FL	Panama City	Bay	Eastside	Classified Station	05/29/2011	Classified station discontinued. Retain ZIP Code. Continue to use Panama City FL 32404 as last line of address.
New	11-7260	32404	FL	Panama City	Bay	Main Office	Post Office	05/29/2011	
Old	12-2464	30544	GA	Demorest	Habersham	Habersham	Community Post Office	04/30/2009	Community Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Habersham GA 30544 as last line of address.
New	12-2464	30544	GA	Demorest	Habersham	Habersham	Place Name	06/04/2010	
Old	18-5859	50062	IA	Melcher	Marion	Dallas	Community Post Office	06/02/2011	Community Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Dallas IA 50062 as last line of address.
New	18-5859	50062	IA	Melcher	Marion	Dallas	Place Name	06/02/2011	
Old	18-0351	50608	IA	Aplington	Butler	Austinville	Community Post Office	06/02/2011	Community Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Austinville IA 50608 as last line of address.
New	18-0018	50608	IA	Ackley	Butler	Austinville	Place Name	06/02/2011	
Old	18-9162	52221	IA	Victor	Poweshiek	Guernsey	Community Post Office	06/18/2011	Community Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Guernsey IA 52221 as last line of address.
New	18-9162	52221	IA	Victor	Poweshiek	Guernsey	Place Name	06/18/2011	

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/ Branch/Unit	Unit Type	Effective Date	Comments
Old	15-8350	83285	ID	Soda Springs	Caribou	Wayan	Community Post Office	10/05/2009	Community Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Wayan ID 83285 as last line of address.
New	15-8350	83285	ID	Soda Springs	Caribou	Wayan	Place Name	05/14/2011	
Old	20-5652	41071	KY	Newport	Campbell	Spence	Classified Station	05/27/2011	Classified station discontinued. Retain ZIP Code. Continue to use Newport KY 41071 as last line of address.
New	20-5652	41071	KY	Newport	Campbell	Main Office	Post Office	05/27/2011	
Old	20-3820	40843	KY	Holmes Mill	Harlan	Main Office	Post Office	05/07/2011	Post Office™ discontinued. Retain ZIP Code. Establish a place name. Continue to use Holmes Mill KY 40843 as last line of address.
New	20-2608	40843	KY	Everts	Harlan	Holmes Mill	Place Name	05/07/2011	
Old	21-0624	70835	LA	Baton Rouge	East Baton Rouge	Gateway	Classified Station	09/10/2010	Classified station discontinued. Retain ZIP Code. Continue to use Baton Rouge LA 70835 as last line of address.
New	21-0624	70835	LA	Baton Rouge	East Baton Rouge	Main Office	Post Office	09/10/2010	
Old	28-0060	63001	MO	Allenton	Saint Louis	Main Office	Post Office	11/17/2005	Post Office and ZIP Code discontinued. Establish a place name. Allenton MO becomes an acceptable last line for use in ZIP Code 63025.
New	28-2544	63025	MO	Eureka	Saint Louis	Allenton	Place Name	06/18/2011	
Old	36-2928	28540	NC	Jacksonville	Onslow	New River Plaza	Classified Station	05/28/2011	Classified station discontinued. Retain ZIP Code. Continue to use Jacksonville NC 28540 as last line of address.
New	36-2928	28540	NC	Jacksonville	Onslow	Main Office	Post Office	05/28/2011	
Old	36-3929	28544	NC	Jacksonville	Onslow	Midway Park	Classified Branch	04/30/2011	Classified branch discontinued. Retain ZIP Code. Establish a place name. Continue to use Midway Park NC 28544 as last line of address.
New	36-3929	28544	NC	Jacksonville	Onslow	Midway Park	Place Name	04/30/2011	
Old	36-1392	28241	NC	Charlotte	Mecklenburg	Arrowood	Classified Station	05/28/2011	Classified station discontinued. Retain ZIP Code. Continue to use Charlotte NC 28241 as last line of address.
New	36-1392	28241	NC	Charlotte	Mecklenburg	Main Office	Post Office	05/28/2011	
Old	38-1666	44142	OH	Cleveland	Cuyahoga	Brookpark	Classified Branch	05/21/2011	Classified branch discontinued. Retain ZIP Code. Establish a place name. Use Brookpark OH 44142 as last line of address.
New	38-1666	44142	OH	Cleveland	Cuyahoga	Brookpark	Place Name	05/21/2011	
Old	38-1666	44111	OH	Cleveland	Cuyahoga	Kamms	Classified Station	06/04/2011	Classified station discontinued. Retain ZIP Code. Continue to use Cleveland OH 44111 as last line of address.
New	38-1666	44111	OH	Cleveland	Cuyahoga	Main Office	Post Office	06/04/2011	
Old	38-9219	44506	OH	Youngstown	Mahoning	East Side	Classified Station	05/21/2011	Classified station discontinued. Retain ZIP Code. Continue to use Youngstown OH 44506 as last line of address.
New	38-9219	44506	OH	Youngstown	Mahoning	Main Office	Post Office	05/21/2011	



Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/ Branch/Unit	Unit Type	Effective Date	Comments
Old New	38-0084 38-0084	44308 44308	OH OH	Akron Akron	Summit Summit	Downtown Main Office	Classified Station Post Office	06/04/2011 06/04/2011	Classified station discontinued. Retain ZIP Code. Continue to use Akron OH 44308 as last line of address.
Old New	41-6100 41-6100	17738 17760	PA PA	North Bend North Bend	Clinton Clinton	Hyner Main Office	Community Post Office Post Office	09/30/2008 09/30/2008	Community Post Office and ZIP Code discontinued. Use North Bend PA 17760 as last line of address.
Old New	47-6144 47-6144	37211 37211	TN TN	Nashville Nashville	Davidson Davidson	Post Office Express Main Office	Classified Station Post Office	06/11/2011 06/11/2011	Classified station discontinued. Retain ZIP Code. Continue to use Nashville TN 37211 as last line of address.
Old New	47-7176 47-7176	37369 37369	TN TN	Reliance Delano	Polk Polk	Main Office Reliance	Post Office Place Name	05/21/2011 05/21/2011	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Reliance TN 37369 as last line of address.
Old New	47-5172 47-5988	37778 37778	TN TN	Lowland Morristown	Hamblen Hamblen	Main Office Lowland	Post Office Place Name	06/11/2011 06/11/2011	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Lowland TN 37778 as last line of address.
Old New	50-7728 50-8652	05867 05867	VT VT	Sutton West Burke	Caledonia Caledonia	Main Office Sutton	Post Office Place Name	08/31/2010 06/25/2011	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Sutton VT 05867 as last line of address.
Old New	56-3450 56-4420	54127 54127	WI WI	Green Valley Krakow	Shawano Shawano	Main Office Green Valley	Post Office Place Name	08/15/2005 05/21/2011	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Green Valley WI 54127 as last line of address.
Old New	56-2700 56-0240	54430 54430	WI WI	Elton Antigo	Langlade Langlade	Main Office Elton	Post Office Place Name	12/27/2002 05/21/2011	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Elton WI 54430 as last line of address.
Old New	56-3560 56-3190	54439 54439	WI WI	Hannibal Gilman	Taylor Taylor	Main Office Hannibal	Post Office Place Name	01/03/2003 05/21/2011	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Hannibal WI 54439 as last line of address.
Old New	56-4970 56-4520	54543 54543	WI WI	Mc Naughton Lake Tomahawk	Oneida Oneida	Main Office Mc Naughton	Post Office Community Post Office	03/14/2003 05/21/2011	Post Office discontinued. Retain ZIP Code. Establish a Community Post Office. Continue to use Mc Naughton WI 54543 as last line of address.
Old New	55-8856 55-5766	24751 24751	WV WV	Wolfe Nemours	Mercer Mercer	Main Office Wolfe	Post Office Place Name	01/23/2009 06/25/2011	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Wolfe WV 24751 as last line of address.

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/ Branch/Unit	Unit Type	Effective Date	Comments
Old New	55-5946 55-3492	24869 24869	WV WV	North Spring Hanover	Wyoming Wyoming	Main Office North Spring	Post Office Place Name	05/09/2009 06/25/2011	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use North Spring WV 24869 as last line of address.
Old New	55-3318 55-0078	24943 24943	WV WV	Grassy Meadows Alderson	Greenbrier Greenbrier	Main Office Grassy Meadows	Post Office Place Name	10/11/2005 06/25/2011	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Grassy Meadows WV 24943 as last line of address.
Old New	55-1938 55-0750	26141 26141	WV WV	Creston Big Bend	Calhoun Calhoun	Main Office Creston	Post Office Place Name	10/03/2007 06/25/2011	Post Office discontinued. Retain ZIP Code. Establish a place name. Continue to use Creston WV 26141 as last line of address.

— Address Management, Product Information, 6-30-11

## Human Resources

### Equipment Maintenance Allowance Schedule for Rural Routes

#### Rural Carriers

In accordance with provisions of Article 9, Section 2.J.3 of the Rural Carrier National Agreement, effective July 2, 2011 (Pay Period 15-11), the equipment maintenance allowance (EMA) will increase from 67.0 cents per mile to 73.5 cents per mile. The EMA is 73.5 cents per mile, or a minimum of \$29.40 per day, whichever is greater.

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

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

receive an EMA of 73.5 cents per mile or \$7.95 per hour, whichever is greater. This EMA should not exceed the amount provided in the special equipment maintenance allowance for the route stops and miles.

#### EMA Rate Schedule

The EMA rate schedule on pages [47](#) and [48](#) supersedes all previously published EMA schedules for employees receiving EMA.

— Collective Bargaining and Arbitration,  
Labor Relations, 6-30-11



USPS 26-9902  
MINNEAPOLIS ISC  
REPORT AAQ530F1

RURAL EQUIPMENT MAINTENANCE

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

DATE 06-16-11  
PAGE 2

BASED ON \$0.735 PER MILE EFFECTIVE PP-YR 15-11

MILES	STOPS =	*0640**	0666	0680**	0700**	0720**	0740**	0760**	0780**	0800**	0820**	0840**	0860**	0880**	0900**	0920**	0940**	0960**	0980**	1000
8	30.90	31.00	31.10	31.20	31.30	31.40	31.50	31.60	31.70	31.80	31.90	32.00	32.10	32.20	32.30	32.40	32.50	32.60	32.70	32.80
9	31.00	31.10	31.20	31.30	31.40	31.50	31.60	31.70	31.80	31.90	32.00	32.10	32.20	32.30	32.40	32.50	32.60	32.70	32.80	32.90
10	31.10	31.20	31.30	31.40	31.50	31.60	31.70	31.80	31.90	32.00	32.10	32.20	32.30	32.40	32.50	32.60	32.70	32.80	32.90	33.00
11	31.20	31.30	31.40	31.50	31.60	31.70	31.80	31.90	32.00	32.10	32.20	32.30	32.40	32.50	32.60	32.70	32.80	32.90	33.00	33.10
12	31.30	31.40	31.50	31.60	31.70	31.80	31.90	32.00	32.10	32.20	32.30	32.40	32.50	32.60	32.70	32.80	32.90	33.00	33.10	33.20
13	31.40	31.50	31.60	31.70	31.80	31.90	32.00	32.10	32.20	32.30	32.40	32.50	32.60	32.70	32.80	32.90	33.00	33.10	33.20	33.30
14	31.50	31.60	31.70	31.80	31.90	32.00	32.10	32.20	32.30	32.40	32.50	32.60	32.70	32.80	32.90	33.00	33.10	33.20	33.30	33.40
15	31.60	31.70	31.80	31.90	32.00	32.10	32.20	32.30	32.40	32.50	32.60	32.70	32.80	32.90	33.00	33.10	33.20	33.30	33.40	33.50
16	31.70	31.80	31.90	32.00	32.10	32.20	32.30	32.40	32.50	32.60	32.70	32.80	32.90	33.00	33.10	33.20	33.30	33.40	33.50	33.60
17	31.80	31.90	32.00	32.10	32.20	32.30	32.40	32.50	32.60	32.70	32.80	32.90	33.00	33.10	33.20	33.30	33.40	33.50	33.60	33.70
18	31.90	32.00	32.10	32.20	32.30	32.40	32.50	32.60	32.70	32.80	32.90	33.00	33.10	33.20	33.30	33.40	33.50	33.60	33.70	33.80
19	32.00	32.10	32.20	32.30	32.40	32.50	32.60	32.70	32.80	32.90	33.00	33.10	33.20	33.30	33.40	33.50	33.60	33.70	33.80	33.90
20	32.10	32.20	32.30	32.40	32.50	32.60	32.70	32.80	32.90	33.00	33.10	33.20	33.30	33.40	33.50	33.60	33.70	33.80	33.90	34.00
21	32.20	32.30	32.40	32.50	32.60	32.70	32.80	32.90	33.00	33.10	33.20	33.30	33.40	33.50	33.60	33.70	33.80	33.90	34.00	34.10
22	32.30	32.40	32.50	32.60	32.70	32.80	32.90	33.00	33.10	33.20	33.30	33.40	33.50	33.60	33.70	33.80	33.90	34.00	34.10	34.20
23	32.40	32.50	32.60	32.70	32.80	32.90	33.00	33.10	33.20	33.30	33.40	33.50	33.60	33.70	33.80	33.90	34.00	34.10	34.20	34.30
24	32.50	32.60	32.70	32.80	32.90	33.00	33.10	33.20	33.30	33.40	33.50	33.60	33.70	33.80	33.90	34.00	34.10	34.20	34.30	34.40
25	32.60	32.70	32.80	32.90	33.00	33.10	33.20	33.30	33.40	33.50	33.60	33.70	33.80	33.90	34.00	34.10	34.20	34.30	34.40	34.50
26	32.70	32.80	32.90	33.00	33.10	33.20	33.30	33.40	33.50	33.60	33.70	33.80	33.90	34.00	34.10	34.20	34.30	34.40	34.50	34.60
27	32.80	32.90	33.00	33.10	33.20	33.30	33.40	33.50	33.60	33.70	33.80	33.90	34.00	34.10	34.20	34.30	34.40	34.50	34.60	34.70
28	32.90	33.00	33.10	33.20	33.30	33.40	33.50	33.60	33.70	33.80	33.90	34.00	34.10	34.20	34.30	34.40	34.50	34.60	34.70	34.80
29	33.00	33.10	33.20	33.30	33.40	33.50	33.60	33.70	33.80	33.90	34.00	34.10	34.20	34.30	34.40	34.50	34.60	34.70	34.80	34.90
30	33.10	33.20	33.30	33.40	33.50	33.60	33.70	33.80	33.90	34.00	34.10	34.20	34.30	34.40	34.50	34.60	34.70	34.80	34.90	35.00
31	33.20	33.30	33.40	33.50	33.60	33.70	33.80	33.90	34.00	34.10	34.20	34.30	34.40	34.50	34.60	34.70	34.80	34.90	35.00	35.10
32	33.30	33.40	33.50	33.60	33.70	33.80	33.90	34.00	34.10	34.20	34.30	34.40	34.50	34.60	34.70	34.80	34.90	35.00	35.10	35.20
33	33.40	33.50	33.60	33.70	33.80	33.90	34.00	34.10	34.20	34.30	34.40	34.50	34.60	34.70	34.80	34.90	35.00	35.10	35.20	35.30
34	33.50	33.60	33.70	33.80	33.90	34.00	34.10	34.20	34.30	34.40	34.50	34.60	34.70	34.80	34.90	35.00	35.10	35.20	35.30	35.40
35	33.60	33.70	33.80	33.90	34.00	34.10	34.20	34.30	34.40	34.50	34.60	34.70	34.80	34.90	35.00	35.10	35.20	35.30	35.40	35.50
36	33.70	33.80	33.90	34.00	34.10	34.20	34.30	34.40	34.50	34.60	34.70	34.80	34.90	35.00	35.10	35.20	35.30	35.40	35.50	35.60
37	33.80	33.90	34.00	34.10	34.20	34.30	34.40	34.50	34.60	34.70	34.80	34.90	35.00	35.10	35.20	35.30	35.40	35.50	35.60	35.70
38	33.90	34.00	34.10	34.20	34.30	34.40	34.50	34.60	34.70	34.80	34.90	35.00	35.10	35.20	35.30	35.40	35.50	35.60	35.70	35.80
39	34.00	34.10	34.20	34.30	34.40	34.50	34.60	34.70	34.80	34.90	35.00	35.10	35.20	35.30	35.40	35.50	35.60	35.70	35.80	35.90
40	34.10	34.20	34.30	34.40	34.50	34.60	34.70	34.80	34.90	35.00	35.10	35.20	35.30	35.40	35.50	35.60	35.70	35.80	35.90	36.00
41	34.20	34.30	34.40	34.50	34.60	34.70	34.80	34.90	35.00	35.10	35.20	35.30	35.40	35.50	35.60	35.70	35.80	35.90	36.00	36.10
42	34.30	34.40	34.50	34.60	34.70	34.80	34.90	35.00	35.10	35.20	35.30	35.40	35.50	35.60	35.70	35.80	35.90	36.00	36.10	36.20
43	34.40	34.50	34.60	34.70	34.80	34.90	35.00	35.10	35.20	35.30	35.40	35.50	35.60	35.70	35.80	35.90	36.00	36.10	36.20	36.30

## Information Technology

### Announcing the Launch of the New Customer Services Operations and Retail Intranet Website

The Channel Access and Customer Services Operations groups have collaborated this past year to be able to create and bring you a new and exciting intranet site via Blue. The intranet websites formerly known as “Retail” and “PO Boxes” (accessed via Blue) are now the new Customer Services Operations and Retail intranet website (<http://blue.usps.gov/customerservicesoperationsandretail>).

This new, redesigned site is now “live” and serves as your one-stop location for announcements, news, operating procedures, selling tips, and so much more.

The design of the new site is based on research as well as usability studies. The site includes easy-to-navigate options for accessing the most current information, such as:

- Subject-based Information — Links to specific areas of interest, such as PO Boxes, policy and procedures, signage, etc.

- “Current Events” — Consistently updated and interactive billboard featuring some of the hottest topics at any given time.
- “I want to...” — Links to some of the most sought-after information by users.

This is only the beginning. The new Customer Services Operations and Retail intranet website is an ongoing commitment to provide you, the user, with the most accurate, consistent, and timely information so that you have all of the information you need at your fingertips.

— Channel Marketing and Licensing,  
Channel Access, 6-30-11

## Mailing and Shipping Services

### At A Glance — New Poster Shows Features of Every Door Direct Mail and EDDM Retail

About three-quarters of all U.S. businesses have never tried direct mail. USPS® has simplified and expanded direct mail options for U.S. businesses and nonprofit organizations with Every Door Direct Mail™ (EDDM) and EDDM Retail. A new poster (see page 50) has been created to help employees and potential customers understand the difference between EDDM and EDDM Retail.

For example:

- EDDM extends the Simplified Addressing format to all Post Office™ boxes and city (as well as rural) routes for saturation flat-sized mailpieces and irregular parcels, thus eliminating the need to purchase address lists and reducing mail preparation time. However, EDDM mailpieces must be entered through the bulk mail entry units, unless entered as EDDM Retail.

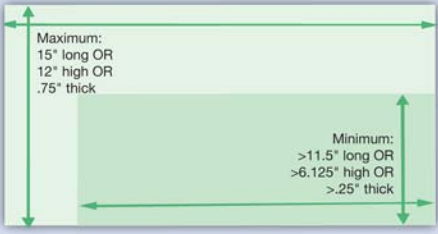
- EDDM Retail allows Standard Mail® saturation flats only to be entered at a Post Office for distribution to local carrier routes serviced by that Post Office. A special universal indicia has been created for EDDM Retail. Permits are not required; however, existing permits may be used. A limit has been set at 5,000 pieces per mailer per day per Post Office.

As a reminder, there are convenient Priority Mail® shipment options for both EDDM (using Priority Mail Open and Distribute) and EDDM Retail (when sent using Priority Mail with delivery instructions, documentation, and payment enclosed). These options give mailers the opportunity to ship EDDM and EDDM Retail mailings to destinating facilities and avoid making the trip in person.

For more information, see page 50 or reprint the poster from the Retail website: [http://blue.usps.gov/retail/\\_SOPs/Domestic/EDDM\\_poster.pdf](http://blue.usps.gov/retail/_SOPs/Domestic/EDDM_poster.pdf).

— Product Support,  
Domestic Products, 6-30-11



Every Door Direct Mail (EDDM) BMEU Entry		EDDM Retail Post Office Entry
	CITY	RURAL
<b>Supported Mail Classes</b>	<ul style="list-style-type: none"> <li>■ Standard Mail Flats, Irregular Parcels</li> <li>■ Bound Printed Matter Flats</li> <li>■ Periodicals Flats, Irregular Parcels</li> <li>■ Nonprofit Standard Mail, Flats, Irregular Parcels</li> </ul>	<ul style="list-style-type: none"> <li>■ Standard Mail Letters, Flats, Irregular Parcels</li> <li>■ Bound Printed Matter Flats, Irregular Parcels</li> <li>■ Periodicals Letters, Flats, Irregular Parcels</li> <li>■ Nonprofit Standard Mail Letters, Flats, Irregular Parcels</li> </ul>
		<ul style="list-style-type: none"> <li>■ Standard Mail Flats</li> </ul>  <p style="text-align: center;">Standard Mail Flat Dimensions</p>
<b>Mailpiece Limitations</b>	<ul style="list-style-type: none"> <li>■ Per piece weight up to 15.994 oz for Standard Mail</li> <li>■ Unlimited piece count for a single mailing</li> </ul>	<ul style="list-style-type: none"> <li>■ Mailing destined for the local delivery area only</li> <li>■ Per piece weight up to 3.3 oz</li> <li>■ 5,000 maximum, per mailer, per day</li> <li>■ Existing permits</li> <li>■ New indicia</li> </ul>
<b>Payment Methods</b>	<ul style="list-style-type: none"> <li>■ Trust fund account</li> <li>■ Cash or check</li> <li>■ PIN debit card</li> <li>■ Pre-cancelled stamps</li> <li>■ Metered postage</li> </ul>	<ul style="list-style-type: none"> <li>■ Payment in full</li> <li>■ Cash or check or PIN debit card</li> <li>■ Metered postage</li> <li>■ No trust fund account payments</li> </ul>
<b>Mailing Documentation</b>	<ul style="list-style-type: none"> <li>■ PS Form 3602, 3541 or 3605 (as applicable)</li> <li>■ EDDM Documentation for PS 3602</li> <li>■ Facing Slip or Carrier Route Information Line on each bundle</li> </ul>	<ul style="list-style-type: none"> <li>■ New Retail mailing statement PS Form 3587-1 with CR documentation on back</li> <li>■ A sample of mailpiece</li> <li>■ Facing Slip or Carrier Route Information Line on each bundle</li> </ul>
<b>Indicia Requirements</b>	<ul style="list-style-type: none"> <li>■ Bulk Mail Permit required</li> <li>■ Indicia not required if customers pays by precancelled stamps or meter</li> </ul>	<ul style="list-style-type: none"> <li>■ EDDM Retail indicia (see nearby)</li> <li>■ Existing permit indicia</li> <li>■ Metered postage</li> </ul> <div style="border: 1px solid black; padding: 5px; text-align: center;"> <p>PRSRT STD ECRWSS U.S. POSTAGE <b>PAID</b> EDDM Retail</p> </div>
<b>Priority Mail Shipment Options</b> (optional)	<ul style="list-style-type: none"> <li>■ Priority Mail Open and Distribute (BMEU to BMEU)</li> </ul>	<ul style="list-style-type: none"> <li>■ Customers can ship mailpieces to the destinating office using Priority Mail with delivery instructions, documentation and payment enclosed. See EDDM Retail Shipments standard operating procedure (SOP) at <a href="http://blue.usps.gov/retail/L2Policies_SOPindex.htm">http://blue.usps.gov/retail/L2Policies_SOPindex.htm</a>.</li> </ul>
<b>Resources</b>	<ul style="list-style-type: none"> <li>■ EDDM website: <a href="http://www.usps.com/everydoordirectmail">www.usps.com/everydoordirectmail</a></li> </ul>	<ul style="list-style-type: none"> <li>■ EDDM Retail website: <a href="http://www.usps.com/promotions/everydoordirectmailretail.htm">www.usps.com/promotions/everydoordirectmailretail.htm</a></li> <li>■ SOPs on the Retail website: <a href="http://blue.usps.gov/retail/L2Policies_SOPindex.htm">http://blue.usps.gov/retail/L2Policies_SOPindex.htm</a></li> <li>■ Service Talks on the Retail website: <a href="http://blue.usps.gov/retail/L2Policies_StandupTalks.htm">http://blue.usps.gov/retail/L2Policies_StandupTalks.htm</a></li> </ul>



**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/advance/documents/tech\\_guides/advtech.pdf](http://ribbs.usps.gov/advance/documents/tech_guides/advtech.pdf) or contact the National Customer Support Center at 800-238-3150.

<b>Requested Delivery Dates</b>	<b>Title of Mailing</b>	<b>Class and Type of Mail</b>	<b>Number of Pieces (Millions)</b>	<b>Distribution</b>	<b>Presort Level</b>	<b>Comments</b>
06/28/11–06/30/11	jcp — Wk 22 Salon	Standard Letter	1.2	National	Car-Rt	Harte-Hanks/RRD
07/07/11–07/09/11	Publishers Clearing House — NP299X Self-mailer (Red Strip)	Standard Letter	2.330	Nationwide	3/5 Digit	Midwest Direct Mailers (Bridgeview, IL) Fairrington Transportation Corp.
07/11/11–07/13/11	Publishers Clearing House — NP289X Self-mailer (Red Strip)	Standard Letter	2.800	Nationwide	3/5 Digit	Midwest Direct Mailers (Bridgeview, IL) Fairrington Transportation Corp.
07/11/11–07/13/11	Publishers Clearing House — NP290 Notice of Deposit	Standard Letter	2.300	Nationwide	3/5 Digit	Midwest Direct Mailers (Bridgeview, IL) Fairrington Transportation Corp.
07/11/11–07/13/11	Publishers Clearing House — PB289X Self-mailer (Red Strip)	Standard Letter	2.300	Nationwide	3/5 Digit	Advertising Distributors of America (Smithtown, NY) Fairrington Transportation Corp.
07/11/11–07/13/11	Publishers Clearing House — PB299X Self-mailer (Red Strip)	Standard Letter	2.250	Nationwide	3/5 Digit	Midwest Direct Mailers (Bridgeview, IL) Fairrington Transportation Corp.
07/11/11–07/13/11	RAC — July 2011 “Big Blue” jcp	Standard Letter	3.0	National	3/5 Digit	Freedom Graphics Systems
07/12/11–07/14/11	jcp — Wk 24 Sephora	Standard Letter	1.8	National	Car-Rt	Harte-Hanks/RRD
07/14/11–07/16/11	Publishers Clearing House — NP291 Notice of Deposit	Standard Letter	2.850	Nationwide	3/5 Digit	Midwest Direct Mailers (Bridgeview, IL) Fairrington Transportation Corp.
07/14/11–07/16/11	Publishers Clearing House — PB290 Notice of Deposit	Standard Letter	4.500	Nationwide	3/5 Digit	Midwest Direct Mailers (Bridgeview, IL) Fairrington Transportation Corp.
07/14/11–07/16/11	Publishers Clearing House — PB291 Notice of Deposit	Standard Letter	2.300	Nationwide	3/5 Digit	Advertising Distributors of America (Smithtown, NY) Fairrington Transportation Corp.

## Stamps/Philately

### Stamp Announcement 11-33: Owney the Postal Dog



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On July 27, 2011, in Washington, DC, the Postal Service™ will issue an *Owney the Postal Dog* commemorative stamp (Forever® priced at 44 cents) in one design in a pressure-sensitive adhesive (PSA) pane of 20 stamps (Item 467500).

With this stamp, the U.S. Postal Service® commemorates Owney, the canine mascot of the Railway Mail Service. During the late 1880s, a dog appeared in the Post Office™ in Albany, New York, where clerks took a liking to him and named him Owney. Today, he is an icon of American postal lore whose story highlights the historical importance of the Railway Mail Service. The stamp features an original illustration of Owney with many of his famous tags and medals gleaming in the background, while text on the back of the stamp pane tells his story. The stamp was designed by art director Phil Jordan and features an illustration by veteran stamp artist Bill Bond.

The stamp will go on sale nationwide July 27, 2011.

#### **Distribution: Item 467500, First-Class Owney the Postal Dog (Forever priced at 44 cents), PSA Pane of 20 Stamps**

Stamp distribution offices (SDOs) and stamp distribution centers (SDCs) will receive approximately 50 percent of their standard automatic distribution quantity for a PSA sheet stamp. Distributions are rounded up to the nearest master carton size of 40,000 stamps.

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

SDOs/SDCs will make subsequent automatic distribution to Post Offices of a quantity to cover approximately 45 days of sales. Distribution quantities for the automatic distribution will be posted, by finance number and unit ID, on the Asset Management SDC webpage at [http://blue.usps.gov/purchase/assetmgt/am\\_sdchome.htm](http://blue.usps.gov/purchase/assetmgt/am_sdchome.htm).

SDOs/SDCs must not distribute this commemorative sheet to Post Offices before July 13, 2011.

#### **Additional Supply**

Post Offices requiring additional quantities of Item 467500 must requisition them from their designated SDO/SDC *after the first day of issue* using PS Form 17, *Stamp Requisition/Stamp Return*. SDOs requiring additional commemorative sheets must order them from the appropriate SDC using PS Form 17. For fulfilling supplemental orders from Post Offices, all SDOs and SDCs will receive additional commemorative sheets.

#### **Sales Policy**

All Post Offices must acquire and maintain a supply of each new commemorative stamp for a minimum of 90 days from the first day of issue, and beyond that as long as customer demand exists, until inventory is depleted, or until the stamp is officially withdrawn from sale. If supplies run low, Post Offices must reorder additional quantities using their normal ordering procedures.

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

Customers have 60 days to obtain the first day of issue postmark by mail. They may purchase new stamps at their local Post Office facility, at The Postal Store® website at [www.usps.com/shop](http://www.usps.com/shop), or by calling 800-STAMP-24. 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:

Owney the Postal Dog Stamp  
Special Cancellations  
PO Box 92282  
Washington, DC 20090-2282

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by September 27, 2011.

#### **How to Order First Day Covers**

Stamp Fulfillment Services also offers first day covers for new stamp issues and Postal Service stationery items postmarked with the official first day of issue cancellation. Each item has an individual catalog number and is offered in the quarterly *USA Philatelic Catalog*. Customers may request a free catalog by calling 800-STAMP-24 or writing to:

Information Fulfillment  
Dept. 6270  
U.S. Postal Service  
PO Box 219014  
Kansas City, MO 64121-9014

**Philatelic Products**

There are five philatelic products available for this stamp issue:

- 467561\*, First Day Cover, \$0.88.
- 467565\*, Digital Color Postmark, \$1.60.
- 467584, Uncut Press Sheet, \$88.00.
- 467591\*, Ceremony Program, \$6.95.
- 467599\*, Cancellation Keepsake (Digital Color Postmark w/Pane), \$10.95.

Items with an asterisk (\*) will use the 128 barcode from Stamp Fulfillment Services. All other philatelic products will continue to use barcode series A, with the exception of the Yearbook and the Guide Book.

Issue:	<i>Owney the Postal Dog</i>
Item Number:	467500
Denomination & Type of Issue:	First-Class Mail Forever Commemorative
Format:	Pane of 20 (1 design)
Series:	N/A
Issue Date & City:	July 27, 2011, Washington, DC 20066
Designer:	Bill Bond, Arlington, VA
Art Director:	Phil Jordan, Falls Church, VA
Typographer:	Bill Bond, Arlington, VA
Artist:	Bill Bond, Arlington, VA
Engraver:	WRE
Modeler:	Avery Dennison, SPD

Manufacturing Process:	Gravure
Printer:	Avery Dennison (AVR)
Printed at:	AVR, Clinton, SC
Press Type:	Dia Nippon Kiko (DNK)
Stamps per Pane:	20
Print Quantity:	60 million stamps
Paper Type:	Prephosphored, Type II
Adhesive Type:	Pressure-sensitive
Processed at:	AVR, Clinton, SC
Colors:	Yellow, Magenta, Cyan, Black, Brown
Stamp Orientation:	Horizontal
Image Area (w x h):	1.447 x 0.899 in./36.75 x 22.83 mm
Overall Size (w x h):	1.56 x 0.98 in./39.62 x 24.89 mm
Full Pane Size (w x h):	7.25 x 5.85 in./184.15 x 148.59 mm
Plate Size:	200 stamps per revolution
Plate Numbers:	"V" followed by five (5) single digits
Marginal Markings:	
Front:	Header: "OWNEY the POSTAL DOG" • Plate numbers in bottom two corners of stamp pane
Back:	© 2010 USPS • USPS logo • Plate position diagram • Barcode (467500) in upper right and lower left corners of pane • Verso text on back of pane

— Stamp Services,  
Government Relations and Public Policy, 6-30-11

## Stamp Announcement 11-34: U.S. Merchant Marine



© 2010 USPS

On July 28, 2011, in Great Neck, New York, the Postal Service™ will issue a *U.S. Merchant Marine* commemorative stamp (Forever® priced at 44 cents), in four designs in a pressure-sensitive adhesive (PSA) pane of 20 stamps (Item 467400).

With this issuance, the U.S. Postal Service® honors the U.S. Merchant Marine, featuring four types of vessels — clipper ships, auxiliary steamships, liberty ships, and container ships — that have formed an important part of our maritime history. Text on the back of the stamp pane describes the types of vessels. Drawing upon contemporary lithographs of the 19th century ships and photographs of the 20th century ships, illustrator Dennis Lyall created these four stamp designs under the art direction of Carl T. Herrman.

The stamp will go on sale nationwide July 28, 2011.

### **Distribution: Item 467400, First-Class Mail U.S. Merchant Marine (Forever priced at 44 cents), PSA Pane of 20 Stamps**

Stamp distribution offices (SDOs) and stamp distribution centers (SDCs) will receive approximately 50 percent of their standard automatic distribution quantity for a PSA sheet stamp. Distributions are rounded up to the nearest master carton size of 40,000 stamps.

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

SDOs/SDCs will make a subsequent automatic distribution to Post Offices of a quantity to cover approximately 45 days of sales. Distribution quantities for the automatic distribution will be posted, by finance number and unit ID, on the Asset Management SDC webpage at [http://blue.usps.gov/purchase/assetmgnt/am\\_sdchome.htm](http://blue.usps.gov/purchase/assetmgnt/am_sdchome.htm). SDOs/SDCs must not distribute this commemorative sheet to Post Offices before July 13, 2011.

### **Additional Supply**

Post Offices requiring additional quantities of Item 467400 must requisition them from their designated SDO/SDC *after the first day of issue* using PS Form 17, *Stamp Requisition/Stamp Return*. SDOs requiring additional commemorative sheets must order them from the appropriate SDC using PS Form 17. For fulfilling supplemental orders from Post Offices, all SDOs and SDCs will receive additional commemorative sheets.

### **Sales Policy**

All Post Offices must acquire and maintain a supply of each new commemorative stamp for a minimum of 90 days from the first day of issue, and beyond that as long as customer demand exists, until inventory is depleted, or until the stamp is officially withdrawn from sale. If supplies run low, Post Offices must reorder additional quantities using their normal ordering procedures.

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

Customers have 60 days to obtain the first day of issue postmark by mail. They may purchase new stamps at their local Post Office™ facility, at The Postal Store® website at [www.usps.com/shop](http://www.usps.com/shop), or by calling 800-STAMP-24. 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:

U.S. Merchant Marine Stamp  
c/o Postmaster  
1 Welwyn Road  
Great Neck, NY 11021-9998

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by September 28, 2011.

### **How to Order First Day Covers**

Stamp Fulfillment Services also offers first day covers for new stamp issues and Postal Service stationery items postmarked with the official first day of issue cancellation. Each item has an individual catalog number and is offered in the quarterly *USA Philatelic Catalog*. Customers may request a free catalog by calling 800-STAMP-24 or writing to:

Information Fulfillment  
Dept. 6270  
U.S. Postal Service  
PO Box 219014  
Kansas City, MO 64121-9014

**Philatelic Products**

There are four philatelic products available for this stamp issue:

- 467463\*, First Day Cover Set of 4, \$3.52.
- 467468\*, Digital Color Postmark Set of 4, \$6.40.
- 467491\*, Ceremony Program, \$6.95.
- 467499\*, Cancellation Keepsake (4 Digital Color Postmarks w/ Pane), \$15.95.

Items with an asterisk (\*) will use the 128 barcode from Stamp Fulfillment Services. All other philatelic products will continue to use barcode series A, with the exception of the Yearbook and the Guide Book.

Issue:	<i>U.S. Merchant Marine</i>
Item Number:	467400
Denomination & Type of Issue:	First-Class Forever Commemorative
Format:	Pane of 20 (4 designs)
Series:	N/A
Issue Date & City:	July 28, 2011, Great Neck, NY 11021
Designer:	Carl T. Herrman, North Las Vegas, NV
Art Director:	Carl T. Herrman, North Las Vegas, NV
Typographer:	Carl T. Herrman, North Las Vegas, NV
Artist:	Dennis Lyall, Norwalk, CT
Engraver:	WRE
Modeler:	Avery Dennison, SPD
Manufacturing Process:	Gravure

Printer:	Avery Dennison (AVR)
Printed at:	AVR, Clinton, SC
Press Type:	Dia Nippon Kiko (DNK)
Stamps per Pane:	20
Print Quantity:	60 million stamps
Paper Type:	Prephosphored, Type I
Adhesive Type:	Pressure-sensitive
Processed at:	AVR, Clinton, SC
Colors:	Yellow, Magenta, Cyan, Black, Cool Gray, Dark Blue
Stamp Orientation:	Horizontal
Image Area (w x h):	1.42 x 0.84 in./36.6 x 21.33 mm
Overall Size (w x h):	1.56 x 0.98 in./39.62 x 24.89 mm
Full Pane Size (w x h):	8.75 x 5.50 in./222.25 x 139.70 mm
Plate Size:	240 stamps per revolution
Plate Numbers:	"V" followed by six (6) single digits
Marginal Markings:	
Front:	Header: "U.S. MERCHANT MARINE" • Since colonial ... American economy. • Plate numbers on left side of stamp pane
Back:	© 2010 USPS • USPS logo • Plate position diagram • Barcode (467400) in upper left corner • Verso text on back of each stamp

— Stamp Services,  
 Government Relations and Public Policy, 6-30-11

## 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. The sponsor of the pictorial postmark appears in italics under the date. Also provided are illustrations of these 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.*

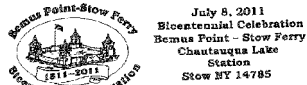
All requests must include a stamped envelope or postcard bearing at least the minimum First-Class Mail® postage. Items submitted for postmark may not include

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, as listed below.

Customers can also send stamped envelopes and postcards without addresses for postmark, as long as they supply a larger envelope with adequate postage and their return address. After applying the pictorial postmark, the Postal Service returns the items (with or without addresses) under addressed protective cover.

The following pictorial postmark has been extended for 60 days:



July 8–9, 2011

*Bicentennial Celebration Bemus Point*

Chautauqua Lake Station

Postmaster

3479 Old Bridge Rd.

Stow, NY 14785-9998

The following pictorial postmarks have been extended for 30 days:



June 4, 2011

*Linn County Philatelic Society*

Linncopec Station

Postmaster

PO Box 9998

Albany, OR 97321-9998



June 11, 2011

*United States Postal Service*

Louipex 2011 Station

Postmaster

PO Box 9998

Louisville, KY 40207-9998



June 12, 2011

*United States Postal Service*

Lady Liberty Station

Postmaster

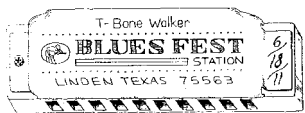
PO Box 9998

Louisville, KY 40207-9998

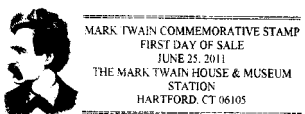




June 14, 2011  
*Merrick Mint*  
 National Parks Station  
 Postmaster  
 424 E. First St.  
 Port Angeles, WA 98362-9998



June 18, 2011  
*U.S. Postal Service*  
 T-Bone Walker Blues Fest Station  
 Postmaster  
 200 E. Rush  
 Linden, TX 75563-9998



June 25, 2011  
*Mark Twain House & Museum*  
 The Mark Twain House & Museum Station  
 Postmaster  
 141 Weston St.  
 Hartford, CT 06101-9998



June 25, 2011  
*American Topical Association*  
 First Day of Sale Station  
 Postmaster  
 PO Box 9998  
 Brookfield, WI 53005-9998



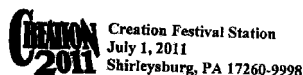
June 24, 2011  
*US Fish and Wildlife Service*  
 Duck Stamp Station  
 Postmaster  
 5000 Katy Mill Rd.  
 Katy, TX 77494-9998



June 30, 2011  
*Downtown Washington, Inc.*  
 Downtown Washington MO  
 CPU Station  
 Postmaster  
 1777 Washington Crossing  
 Washington, MO  
 63090-9998



June 24, 2011  
*Sutherlin 100 Celebration Committee*  
 Centennial Station  
 Postmaster  
 591 E. Central Ave.  
 Sutherlin, OR 97479-9998



June 30–July 1, 2011  
*The Agape Farm*  
 Creation Festival Station  
 Postmaster  
 17084 Croghan Pike  
 Shirleysburg, PA  
 17260-9998



June 30, 2011  
*Town of Great Barrington*  
 Town Hall Station  
 Postmaster  
 222 Main St.  
 Great Barrington, MA  
 01230-9998



June 30–July 4, 2011  
*Denton Farm Park*  
 Threshers' Reunion Station  
 Postmaster  
 PO Box 9998  
 Denton, NC 27239-9998

July 1, 2011

**200 YEAR ANNIVERSARY**

*U.S. Post Office Station  
Sudlers Cross Roads  
July 1, 2011  
Sudlersville, MD 21668*

*Sudlersville Train Station  
Museum*

*U.S. Post Office Station  
Postmaster  
117 S. Church St.  
Sudlersville, MD  
21668-9998*

July 2, 2011



*McLoud Blackberry Festival  
Blackberry Festival Station  
Postmaster  
700 S. 8<sup>th</sup> St.  
McLoud, OK 74851-9998*

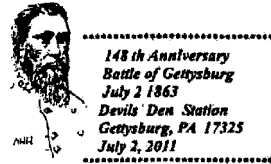
July 1, 2011



*Celebration  
Station  
-----  
Armour, SD  
57313  
-----  
July 1, 2011*

*United States Postal Service  
Celebration Station  
Postmaster  
814 Main Ave.  
Armour, SD 57313-9998*

July 2, 2011



*Capital District Civil War  
Round Table of Albany NY  
Devils Den Station  
Postmaster  
115 Buford St.  
Gettysburg, PA 17325-9998*

July 1, 2011



*Dodge 125  
Station  
July 1, 2011  
Dodge, Nebraska  
68633*

*Dodge 125 Committee  
Dodge 125 Station  
Postmaster  
246 Second St.  
Dodge, NE 68633-9998*



*Oswego County Fair Station  
July 2, 2011  
Sandy Creek NY 13145*

July 2, 2011

*Half-Shire Historical Society  
Oswego County Fair Station  
Postmaster  
6067 South Main St.  
Sandy Creek, NY  
13145-9998*

July 1, 2011



*CITY OF TRIPP  
125<sup>th</sup> CELEBRATION  
STATION  
JULY 1-2011  
TRIPP SD 57376*

A CITY ON TRACK

*United States Postal Service  
125<sup>th</sup> Celebration Station  
Postmaster  
303 S. Main St.  
Tripp, SD 57376-9998*



July 2, 2011

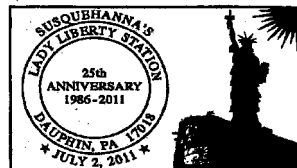
*125th Committee  
Quasequicentennial Station  
Postmaster  
PO Box 9998  
Massena, IA 50853-9998*

July 1, 2011



*-----  
148th Anniversary  
Battle of Gettysburg  
July 1 1863  
Barlow's Knoll Station  
Gettysburg, PA 17325  
July 1, 2011  
-----*

*Capital District Civil War  
Round Table of Albany NY  
Barlow's Knoll Station  
Postmaster  
115 Buford St.  
Gettysburg, PA 17325-9998*



July 2, 2011

*United States Postal Service  
Lady Liberty Station  
Postmaster  
204 Allegheny St.  
Dauphin, PA 17018-9998*

July 1-July 2, 2011



*MARTIN, SOUTH DAKOTA  
CENTENNIAL STATION  
-----  
MARTIN, SD 57551  
-----  
July 1, 2011*

*Martin Centennial  
Committee  
Martin Centennial Station  
Postmaster  
506 3<sup>rd</sup> Ave.  
Martin, SD 57551-9998*

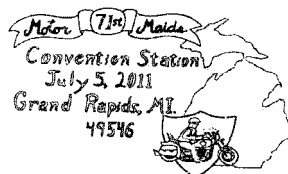
July 2, 2011



*Mt. Pulaski 175<sup>th</sup>  
Anniversary Committee  
Anniversary Station  
Postmaster  
PO Box 9998  
Mt. Pulaski, IL 62548-9998*



July 2, 2011  
**Bakersfield Historical Society**  
 200th Anniversary Station  
 Postmaster  
 65 Main Street North  
 Bakersfield, VT 05441-9998



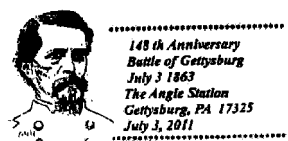
July 5, 2011  
**Motor Maids of Michigan**  
 71<sup>st</sup> Motor Maids  
 Convention Station  
 Postmaster  
 PO Box 9998  
 Grand Rapids, MI  
 49546-9998



July 2, 2011  
**United States Postal Service**  
 125 Years Station  
 Postmaster  
 345 Main Ave. S  
 Hankinson, ND 58041-9998



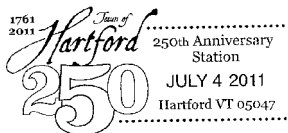
July 8, 2011  
**Town of Kimball**  
 Centennial Celebration  
 Station  
 Postmaster  
 PO Box 9998  
 Kimball, WV 24853-9998



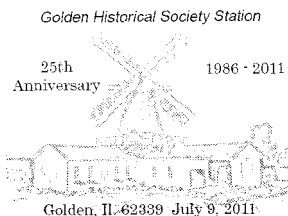
July 3, 2011  
**Capital District Civil War Round Table of Albany NY**  
 The Angle Station  
 Postmaster  
 115 Buford St.  
 Gettysburg, PA 17325-9998



July 8, 2011  
**Arts Center**  
 Building Dedication Station  
 Postmaster  
 2992 State Route 28  
 Old Forge, NY 13420-9998



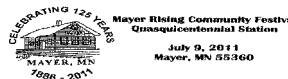
July 4, 2011  
**Hartford Historical Society**  
 250<sup>th</sup> Anniversary Station  
 Postmaster  
 195 Sykes Mountain Ave.  
 White River Jct., VT  
 05001-9998



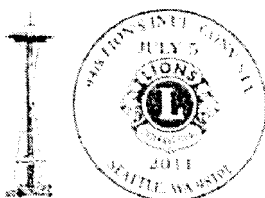
July 9, 2011  
**Golden Historical Society**  
 Golden Post Office  
 Postmaster  
 PO Box 9998  
 Golden, IL 62339-9998



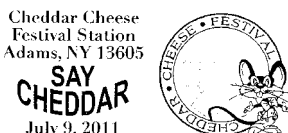
July 4, 2011  
**United States Postal Service**  
 4<sup>th</sup> of July Station  
 Postmaster  
 PO Box 9998  
 Seward, NE 68434-9998



July 9, 2011  
**125<sup>th</sup> Mayer Rising Community Festival Committee**  
 Quasquicentennial Station  
 Postmaster  
 413 Bluejay Ave.  
 Mayer, MN 55360-9998



July 4-8, 2011  
**Lions Clubs International**  
 94<sup>th</sup> Lion's Int'l. Conv. Sta.  
 Postmaster  
 301 Union St.  
 Seattle, WA 98101-9998

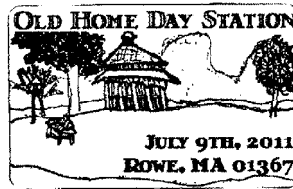


July 9, 2011  
**The Adams Revitalization Committee**  
 Cheddar Cheese Festival  
 Station  
 Postmaster  
 27 E. Church St.  
 Adams, NY 13605-9998



July 9, 2011

United States Postal Service  
Quasquicentennial Station  
Postmaster  
PO Box 9998  
Mikado, MI 48745-9998

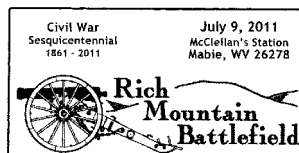


July 9, 2011

United States Postal Service  
Old Home Day Station  
Postmaster  
321 Zoar Rd.  
Rowe, MA 01367-9998

July 9, 2011

Kernersville Police  
Department  
Special Olympics Station  
Postmaster  
325 W. Mountain St.  
Kernersville, NC  
27284-9998

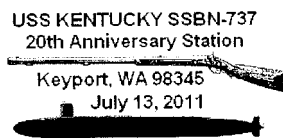


July 9, 2011

Rich Mountain Battlefield  
McClellan's Station  
Postmaster  
PO Box 9998  
Mabie, WV 26278-9998

July 9, 2011

Fannettsburg Fest  
Fannettsburg Fest Station  
Postmaster  
PO Box 9998  
Fannettsburg, PA  
17221-9998

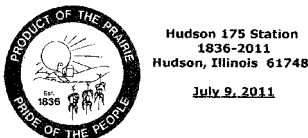


July 13, 2011

United States Postal Service  
USS Kentucky SSBN-737  
20<sup>th</sup> Anniversary Station  
Postmaster  
PO Box 9998  
Keyport, WA 98345-9998

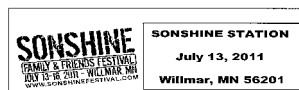
July 9, 2011

Hudson 175  
Hudson 175 Station  
Postmaster  
PO Box 9998  
Hudson, IL 61748-9998



July 13, 2011

Sonshine Festival  
Committee  
Sonshine Station  
Postmaster  
401 Trott Ave., S.W.  
Willmar, MN 56201-9998



— Stamp Services,  
Government Relations and Public Policy, 6-30-11

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

Customers have 60 days to obtain the first day of issue postmarks by mail. They may purchase new stamps at their local Post Office™, by telephone at 800-STAMP-24, or at The Postal Store® website at [www.usps.com/shop](http://www.usps.com/shop).

### Traditional Postmarks

Customers should affix the stamps to envelopes of their choice, address them to themselves or others, or provide a self-addressed return envelope with sufficient postage large enough to accommodate the canceled item. Mail the request to the corresponding city of issuance. There is no charge for the first 50 postmarks. There is a 5-cent charge for each additional postmark over 50. Customers should submit a check, money order, or credit card for payment. After applying the first day of issue postmark, the Postal Service™ will return the envelopes to the customer by U.S. Mail.

All postmark requests should go to the first day of issue city. The first day of issue city Post Office will then forward in bulk all postmark requests to Cancellation Services, Stamp Fulfillment Services, PO Box 449992, Kansas City, MO 64144-9992 by respective Post Offices.

### Digital Color Postmarks

Only select stamp issues offer a digital color postmark. Customers may submit #6 or #10 envelopes constructed of paper rated as “laser safe.” The Postal Service recommends envelopes of 80-pound Accent Opaque, acid-free, 9/16" side seams with no glue on the flap. The maximum

size of all digital color postmarks is 2" high x 4" long. Allow sufficient space on the envelope to accommodate the postmark. Do not use self-adhesive labels for addresses on the envelope. Two test envelopes must be included. There is a minimum of 10 envelopes at 50 cents per postmark required at the time of servicing. Customers should submit a check, money order, or credit card for payment.

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

Customers should affix the stamps to the envelopes and address them to themselves or others for return through the mail. Or, they may include an additional self-addressed return envelope, large enough to accommodate their canceled items, with sufficient postage affixed for return of their postmarked items. Mail the request for a first day of issue digital color postmark to the corresponding city of issuance. Post Offices will then forward all customer requests for digital color postmarks to Cancellation Services, Stamp Fulfillment Services, PO Box 449992, Kansas City, MO 64144-9992.

After applying the first day of issue postmark, the Postal Service will return the envelopes to the customer by U.S. Mail.



Digital Color Pictorial

### Mercury Project/MESSENGER

#### Mission Stamp

1538 Harrison St.  
Kennedy Space Center, FL 32815-9998

July 3, 2011

2.8455 x 1.3857 inches



Black and White Pictorial

### Indianapolis 500 Stamp

Postmaster  
125 West South St.  
Indianapolis, IN 46206-9998

July 20, 2011

1.8275 x 1.4648 inches



Digital Color Pictorial

### Indianapolis 500 Stamp

Postmaster  
125 West South St.  
Indianapolis, IN 46206-9998

July 20, 2011

1.8117 x 1.4649 inches



Digital Color Pictorial

**Garden of Love Stamp**  
Postmaster  
6815 Central Ave.  
Crestwood, KY 40014-9998

July 22, 2011

2.5549 x 1.2266 inches



Digital Color Pictorial

**American Scientists Stamp**  
Postmaster  
PO Box 645001  
St. Paul, MN 55164-5001

August 16, 2011

2.3403 x 1.1621 inches



Digital Color Pictorial

**American Scientists Stamp**  
Postmaster  
PO Box 645001  
St. Paul, MN 55164-5001

August 16, 2011

2.4366 x 1.2029 inches



Digital Color Pictorial

**American Scientists Stamp**  
Postmaster  
PO Box 645001  
St. Paul, MN 55164-5001

August 16, 2011

2.6463 x 1.2181 inches



Digital Color Pictorial

**American Scientists Stamp**  
Postmaster  
PO Box 645001  
St. Paul, MN 55164-5001

August 16, 2011

2.3521 x 1.1964 inches



Digital Color Pictorial

**Mark Twain Stamp**  
U.S. Postal Service  
801 Broadway St.  
Hannibal, MO 63401-9998

August 25, 2011

2.4412 x 1.3786 inches



Digital Color Pictorial

**Pioneers of American Industrial Design Stamp**  
Special Events  
421 8<sup>th</sup> Ave., Rm. 2029B  
New York, NY 10199-9998

August 29, 2011

2.6587 x 1.25 inches



Digital Color Pictorial

**Owney the Postal Dog Stamp**  
Special Cancellations  
PO Box 92282  
Washington, DC 20090-2282

September 27, 2011

2.4706 x 1.3210 inches





**Digital Color Pictorial**

**U.S. Merchant Marine Stamp**  
c/o Postmaster  
1 Welwyn Rd.  
Great Neck, NY 11021-9998

September 28, 2011

2.6736 x 1.1803 inches

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— *Stamp Services, Government Relations and Public Policy, 6-30-11*

### Correction: Bryant Community Club Pictorial Postmark

In the article “Pictorial Postmarks” in *Postal Bulletin* 22313 (6-16-11, pages 79–83), on page 83, the pictorial postmark for the Celebrating 125 Years Station lists the state incorrectly. The correct state is Bryant, **SD** 57221-9998.

— *Stamp Services, Government Relations and Public Policy, 6-30-11*



475 L'ENFANT PLAZA SW  
WASHINGTON DC 20260-3100

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

The main graphic of the document is a large rectangular area with a background image. The background is a grayscale, high-contrast image of the United States Capitol building dome, overlaid with a pattern of US dollar bills. The text "USPS" is written in large, bold, white, sans-serif capital letters with a black outline. A registered trademark symbol (®) is located at the top right of the "S".

# USPS<sup>®</sup>

receives no  
federal tax  
dollars for its  
operations.