

## Postal Employee Political Activity



### Which of the following is/are permitted under the Hatch Act?

- a. Running for office in a nonpartisan campaign.
- b. Hosting a political fundraiser.
- c. Wearing a button in support of a partisan political candidate at work.
- d. All of the above.
- e. None of the above.

**See page 3** for the answer and guidelines for Postal Service™ employees under the Hatch Act.

**11** | Rural Route Mail Count Forms  
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**USPS National Emergency Hotline**  
Is your facility operating? Call 888-363-7462



# Cover Story

## The Election Season and the Hatch Act

Answer: A. Running for office in a nonpartisan campaign is permitted under the Hatch Act.

During this election season, Postal Service™ employees should be mindful of the Hatch Act. The Hatch Act is a federal law that restricts the political activity of federal employees, including Postal Service employees.

### Activities Prohibited by the Hatch Act

Under the Hatch Act, postal employees may not engage in political activity while on duty; while wearing a uniform, badge, insignia, or other similar item that identifies the Postal Service; while in a government building; or while in a government vehicle or a privately owned vehicle that is being used in the discharge of official duties. Political activity is any act directed toward the success or failure of a political party, candidate for partisan political office, or partisan political group.

As such, postal employees may not wear shirts, hats, buttons, or any other items that display the name or likeness of any current political candidate or political party while at work or on the clock. In addition, with a few limited exceptions, postal employees may not display photographs of *current* candidates at their workstations, in their cubicles, and in their offices. Postal employees may not distribute campaign literature on postal property or while otherwise on duty or in a uniform.

Also, postal employees may not use postal equipment (such as their computer or telephone) to make contributions to political parties or campaigns. In fact, postal employees may not make political contributions while on duty, even if they use their own personal cell phones or other devices. Postal employees may not use their postal email accounts to send political messages. In addition, postal employees may not use their postal computers to send political messages from their personal email accounts. Postal employees who receive a political email from a third party at their postal email accounts may forward that email to their personal email accounts. Once they are off-duty, not on postal property, and not using a postal computer, employees may open the forwarded email.

The Hatch Act also imposes some restrictions on the political activity postal employees may engage in while off duty. Postal employees may not solicit for political campaigns, political parties, or partisan political groups at any time. This means that postal employees may not host political fundraisers, nor may they invite anyone to a political fundraiser. In addition, postal employees may not invite their subordinate employees to any political event. Finally, postal employees may not run for public office in a partisan election.

### Activities Permitted by the Hatch Act

Postal employees may engage in the following political activities while off-duty and off postal property:

- Registering to vote and voting in political elections.
- Endorsing candidates in their personal capacities.
- Participating in voter registration drives.
- Distributing campaign literature.
- Canvassing votes.
- Attending and participating in political rallies and meetings.
- Contributing money to political organizations or candidates.
- Speaking at or attending political fundraisers.

Postal employees also may express their opinions about candidates and issues; campaign for or against referendum questions, constitutional amendments, and municipal ordinances; and join and hold office in political parties or political clubs. In addition, postal employees may be candidates for public office in *nonpartisan* elections (which means no candidate in the election is representing the Democratic, Republican, Libertarian, or Green parties).

To learn more about the Hatch Act, see <http://www.osc.gov/hatchact.htm>. Employees also can contact their local Field Law Office or the Ethics Office at Headquarters, call the Ethics Helpline at 202-268-6346, or send an email to [ethics.help@usps.gov](mailto:ethics.help@usps.gov) for more information.

— Ethics Office,  
General Counsel and Executive VP, 9-6-12

# Policies, Procedures, and Forms Updates

## Handbooks

### Handbook AS-353 Revision: Language of System of Records

Effective September 6, 2012, Handbook AS-353, *Guide to Privacy and the Freedom of Information Act*, is revised to include modifications published in the *Federal Register* on July 11, 2012 (77 FR 40921–40922).

In July 2011, the Postal Service™ introduced a re-designed USPS.com® website with the first launch of multilingual functionality in October 2011 and added translated content in January 2012. This Customer Experience Improvement Project enables a broader audience to successfully interact with the Postal Service in the customer's preferred language. As a result, the updates to the system of records will allow customers to permanently select which language they want to use when receiving emails from the Postal Service and when visiting USPS.com.

Also, in regards to the system manager title update, there is a continuing need to reflect changes in the identity or title of responsible officials.

#### Handbook AS-353, *Guide to Privacy and the Freedom of Information Act*

\* \* \* \* \*

#### Appendix — Privacy Act Systems of Records

\* \* \* \* \*

#### Section C. Index of Systems of Records

##### Part II. Customer Systems

\* \* \* \* \*

#### USPS 810.100

##### System Name:

www.usps.com Registration

#### Categories of Records in the System

[Revise text to read as follows:]

4. Customer preferences: Preferences to receive USPS marketing information, preferences to receive marketing information from USPS partners, preferred means of contact, preferred e-mail language and format, preferred on-screen viewing language, product and/or service marketing preference.

\* \* \* \* \*

#### System Manager(s) and Address:

[Revise text to read as follows:]

Chief Marketing/Sales Officer and Executive Vice President, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

\* \* \* \* \*

We will incorporate these revisions into the next online version of Handbook AS-353 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 *HBKs*.

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

Refer any questions about this revision to the Records Office at 202-268-2608.

— Privacy Office,  
General Counsel and Executive VP, 9-6-12

### Handbook AS-353 Revision: Managerial Titles and Responsibilities

Effective September 6, 2012, Handbook AS-353, *Guide to Privacy and the Freedom of Information Act*, is revised to include modifications published in the *Federal Register* on June 27, 2012 (77 FR 38342–38344).

In 2011, many managerial titles and responsibilities in the Postal Service™ were revised to reflect changes in the structure of the organization. As a result, there is a continuing need to update the information concerning Privacy Act Systems of Records to reflect changes in the identity, title, and/or address of responsible officials.

Also, this update removes outdated information pertaining to adding postage to postage meters.

#### Handbook AS-353, *Guide to Privacy and the Freedom of Information Act*

\* \* \* \* \*

#### Appendix — Privacy Act Systems of Records

\* \* \* \* \*

**Section C. Index of Systems of Records**

\* \* \* \* \*

**Part I. General Systems**

\* \* \* \* \*

**USPS 100.500****System Name:**

Personnel Resource Management Records.

\* \* \* \* \*

**System Manager(s) and Address:**

\* \* \* \* \*

*[Add new second paragraph to read as follows:]*

Vice President, Network Operations, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

\* \* \* \* \*

**USPS 300.000****System Name:**

Finance Records.

\* \* \* \* \*

**System Manager(s) and Address:**

*[Revise text to read as follows:]*

Vice President, Controller, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

\* \* \* \* \*

**USPS 400.000****System Name:**

Supplier and Tenant Records.

\* \* \* \* \*

**System Manager(s) and Address:**

\* \* \* \* \*

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

For real property owner and tenant records: Vice President, Facilities, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

\* \* \* \* \*

**USPS 500.000****System Name:**

Property Management Records.

\* \* \* \* \*

**System Manager(s) and Address:**

*[Revise the first and third paragraphs to read as follows:]*

For records of accountable property, carpool membership, and use of USPS parking facilities: Vice President, Facilities, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

\* \* \* \* \*

For other records of computer access authorizations: Chief Information Officer and Executive Vice President, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

\* \* \* \* \*

**USPS 500.100****System Name:**

Carrier and Vehicle Operator Records.

\* \* \* \* \*

**System Manager(s) and Address:**

*[Revise text to read as follows:]*

Vice President, Delivery and Post Office Operations, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

\* \* \* \* \*

**USPS 500.300****System Name:**

Emergency Management Records.

\* \* \* \* \*

**System Manager(s) and Address:**

\* \* \* \* \*

*[Revise the second and third paragraphs to read as follows:]*

Vice President, Product Information, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

Senior Director, Office of the Postmaster General and CEO, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

\* \* \* \* \*

**Part II. Customer Systems**

\* \* \* \* \*

**USPS 800.100****System Name:**

Address Matching for Mail Processing.

\* \* \* \* \*

**System Manager(s) and Address:**

*[Revise text to read as follows:]*

Vice President, Engineering Systems, United States Postal Service, 8403 Lee Highway, Merrifield, VA 22082.

**Notification Procedure:**

*[Revise text to read as follows:]*

Customers wanting to know if information about them is kept in this system of records must address inquiries in writing to the Manager, Letter Mail Technology, 8403 Lee Highway, Merrifield, VA 22082.

\* \* \* \*

**USPS 800.200****System Name:**

Address Element Correction Enhanced Service (AECES).

\* \* \* \*

**System Manager(s) and Address:**

*[Revise text to read as follows:]*

Vice President, Product Information, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

Vice President, Delivery and Post Office Operations, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260

\* \* \* \*

**USPS 810.200****System Name:**

www.usps.com Ordering, Payment, and Fulfillment.

\* \* \* \*

**System Manager(s) and Address:**

\* \* \* \*

*[Add new second paragraph to read as follows:]*

Chief Financial Officer and Executive Vice President, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

\* \* \* \*

**USPS 820.100****System Name:**

Mailer Services — Applications and Approvals.

\* \* \* \*

**System Manager(s) and Address:**

\* \* \* \*

*[Add new second paragraph to read as follows:]*

Vice President, Mail Entry and Payment Technology, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

\* \* \* \*

**USPS 820.200****System Name:**

Mail Management and Tracking Activity.

\* \* \* \*

**System Manager(s) and Address:**

\* \* \* \*

*[Add new second paragraph to read as follows:]*

Vice President, Mail Entry and Payment Technology, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

\* \* \* \*

**USPS 830.000****System Name:**

Customer Service and Correspondence.

**System Location:**

*[Revise text to read as follows:]*

USPS Consumer and Industry Affairs, Headquarters; Integrated Business Solutions Services Centers; the National Customer Support Center (NCSC); districts, Post Offices, contractor sites; and detached mailing units at customer sites.

**Categories of Individuals Covered by the System:**

*[Revise text to read as follows:]*

This system contains records relating to customers who contact customer service by online and offline channels. This includes customers making inquiries via e-mail, 1-800-ASK-USPS, other toll-free contact centers, or the Business Service Network (BSN), as well as customers with product-specific service or support issues.

\* \* \* \*

**System Manager(s) and Address:**

*[Revise text to read as follows:]*

Vice President, Consumer and Industry Affairs, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

\* \* \* \*

**USPS 840.000****System Name:**

Customer Mailing and Delivery Instructions.

\* \* \* \*

**Categories of Records in the System**

*[Correct numbering to read 1 through 3.]*

\* \* \* \*

**System Manager(s) and Address:**

*[Revise text to read as follows:]*

For SOA and pandering advertisement prohibitory orders:  
Vice President, Pricing, United States Postal Service, 475  
L'Enfant Plaza SW, Washington, DC 20260.

For other delivery records: Vice President, Delivery and  
Post Office Operations, United States Postal Service, 475  
L'Enfant Plaza SW, Washington, DC 20260.

\* \* \* \*

**USPS 850.000****System Name:**

Auction Files.

**System Location:**

*[Revise text to read as follows:]*

USPS Mail Recovery Center.

\* \* \* \*

**System Manager(s) and Address:**

*[Revise text to read as follows:]*

Vice President, Supply Management, United States Postal  
Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

\* \* \* \*

**USPS 870.200****System Name:**

Postage Meter and PC Postage Customer Data and Trans-  
action Records.

\* \* \* \*

**Categories of Records in the System:**

*[Delete the following text:]*

3. *Transactional information:* Post Office where mail is entered; type (credit card, ACH, check, etc.), amount, and date of postage purchases; ascending and descending register values; amount of unused postage refunded; contact telephone number; package identification code; Customized Postage image data; declared value of contents and cost of insurance for insured packages; destination five-digit ZIP Code, date, and rate category of each indicium created; and transaction documents.
4. *Financial information:* Credit and/or debit card number, type, expiration date, and transaction number; check and electronic fund transfer information; ACH information.

\* \* \* \*

**Notification Procedure:**

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

Customers wanting to know if information about them is maintained in this system of records must address inquiries in writing to: Manager, Payment Technology, United States Postal Service, 475 L'Enfant Plaza SW, Washington, DC 20260.

\* \* \* \*

We will incorporate these revisions into the next online version of Handbook AS-353 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 *HBKs*.

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

Refer any questions about this revision to the Records Office at 202-268-2608.

— Privacy Office,  
General Counsel and Executive VP, 9-6-12

## Publications

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

Effective September 6, 2012, 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 entry:]

ZIP Code	Fee Group
07470	33

\* \* \* \*

[Revise the following entries:]

ZIP Code	Fee Group
01199	35
01615	31
01807	32
01813	32
01815	32
02203	31
02206	33
02211	33
02212	33
02241	33
02266	33
02283	33
02284	33
02293	33
02297	33
02298	33
06102	35
06104	35
06115	35
06150	35
06176	35
06199	35
06494	33
06913	32
06920	32
06921	32
06922	32
06926	32
06927	32
08989	33
10087	33
10256	31
10259	31
10261	31
10286	31
11042	39
11555	32

ZIP Code	Fee Group
11749	33
11773	32
11775	33
11853	31
13207	31
13212	32
13221	32
13250	31
13290	31
40059A	5
44023	33
50940	6
94011A	32
94083B	32
94107	31
94116	32
94119	33
94126	31
94142	32
94147A	31
94164	32
94401	33
94404	31
94948A	33
95502A	34

\* \* \* \*

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.

— Retail Services,  
Channel Access, 9-6-12

## Forms

### PS Form 3971, Request for or Notification of Absence, Has a New Look and Functionality

A new version of PS Form 3971, *Request for or Notification of Absence*, dated December 2011, is available effective August 31, 2012 (see page [10](#)). The changes provide expanded recording capability of both requests and designation of protected leave under the Family and Medical Leave Act (FMLA).

On the front, the notification contains an expanded “Remarks” section and provides more specific instructions for supervisors regarding FMLA designation. Supervisors must confirm the designation of their employees’ FMLA cases before they sign the leave requests. The FMLA case will be either 1) Designation is Pending; 2) FMLA Protected; or 3) Not FMLA Protected. The current status of any approved or pending FMLA case can be confirmed on the Leave Management Screen in the enterprise Resource Management System (eRMS) or by contacting the H.R. Shared Services Center using the appropriate area email account.

On the back of the PS Form 3971, there are employee prompts to help identify the request as a potential FMLA-protected absence. This includes a space to enter an FMLA case number to ensure leave is associated with an already approved or pending designation FMLA case.

The new PS Form 3971 is available in eRMS and on the Postal Service™ PolicyNet website:

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

- Click 3000–3999 in the left sidebar.
- Click the icon next to the form name.

(The direct URL is <http://blue.usps.gov/formmgmt/forms/ps3971.pdf>.)

You can order the form from the Material Distribution Center and use touch-tone order entry (TTOE). Call 800-273-1509. You can also order PS Form 3971 through the eBuy2 catalog.

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

Use the following information to order PS Form 3971:

<b>PSIN:</b>	PS3971
<b>PSN:</b>	7530-02-000-9136
<b>Unit of Measure:</b>	PD
<b>Minimum Order Quantity:</b>	1
<b>Maximum Order Quantity:</b>	500
<b>Bulk Pack Quantity:</b>	90
<b>Quick Pick Number:</b>	227
<b>Price:</b>	\$0.6380
<b>Edition Date:</b>	12/11

Offices should discard/recycle any remaining copies of PS Form 3971 dated March 2008 or prior following local procedures.

— Compensation and Benefits,  
Labor Relations, 9-6-12



## Request for or Notification of Absence

Employee's Name (Print last, first, MI.)		Employee ID	Date Submitted (MM/DD/YYYY)	No. of Hours Requested	SCHEDULED UNSCHEDULED	PP	Year			
Installation (For postmaster's leave, show city, state, and ZIP Code)		N/S Day	Pay Loc. No.	D/A Code				From: Date	Hour	
Time of Call or Request	Scheduled Reporting Time	If Needed, Employee Can Be Reached At: <input type="checkbox"/> Do not call		Thru: Date				Hour		
Type of Absence <input type="checkbox"/> Annual <input type="checkbox"/> Holiday/AL Lv Exch <input type="checkbox"/> Carrier 701 Route <input type="checkbox"/> LWOP (See reverse) <input type="checkbox"/> Sick (See reverse) <input type="checkbox"/> Late <input type="checkbox"/> COP (See reverse) <input type="checkbox"/> Other	Documentation (For official use only) <input type="checkbox"/> FMLA Requested (Certification review - HRSSC) <input type="checkbox"/> For COP Leave (CA1 on file) <input type="checkbox"/> For Advanced Sick Leave (PS 1221 on file) <input type="checkbox"/> For Military Leave (Orders reviewed) <input type="checkbox"/> For Court Leave (Summons reviewed) <input type="checkbox"/> For Higher Level (PS 1723 on file) <input type="checkbox"/> Scheme Training Testing Qualifying (Memo on file)		Revised Schedule for (Date) Begin Work Lunch Out Lunch In End Work Total Hours		Approved in Advance <input type="checkbox"/> Yes <input type="checkbox"/> No		Day	Init.	Hours	
Remarks (Do not enter medical information. See Privacy Act Statement on reverse of this form.)								Sat 01		
I understand that the annual leave authorized in excess of the amount available to me during the leave year will be charged to LWOP.								Sun 02		
Employee's Signature and Date		Signature of Person Recording Absence and Date		Signature of Supervisor and Date Notified						
Official Action on Application (Return copy of signed request to employee.)								Mon 03		
<input type="checkbox"/> Approved		Do not check an FMLA box until you verify the FMLA designation.		Signature of Supervisor and Date						
<input type="checkbox"/> Disapproved (Give reason below)		<input type="checkbox"/> FMLA Designation is PENDING <input type="checkbox"/> FMLA Protected <input type="checkbox"/> Not FMLA Protected		<input type="checkbox"/> Continued on reverse						
								Tue 04		
								Wed 05		
								Thur 06		
								Fri 07		
								Sat 08		
								Sun 09		
								Mon 10		
								Tue 11		
								Wed 12		
								Thur 13		
								Fri 14		

PS Form 3971, December 2011 (Page 1 of 2) PSN 7530-02-000-9136

Warning: The furnishing of false information on this form may result in a fine of not more than \$10,000 or imprisonment of not more than 5 years, or both (18 U.S.C. 1001).

Reason I was incapacitated for duty during this absence:		Leave Types and Codes (Information Only)	Time Card	FMLA Dep. Care	Time Clock	SCHEDULED UNSCHEDULED	PP	Year
<input type="checkbox"/> Sickness	<input type="checkbox"/> Undergoing Medical, Dental, or Optical Examination or Treatment (Job-related)							
<input type="checkbox"/> On-the-Job Injury	<input type="checkbox"/> Undergoing Medical, Dental, or Optical Examination or Treatment (Not job-related)							
<input type="checkbox"/> Off-the-Job Injury		Annual	55		05500	Day	Init.	Hours
<input type="checkbox"/> Exposed to a Contagious Disease		Annual - FMLA	55	01	05599	Sat 01		
<input type="checkbox"/> Pregnancy, Prenatal Care, or Childbirth		Sick	56		05600	Sun 02		
		Sick - FMLA	56	02	05699	Mon 03		
		Sick - Dependent Care	56	08	05697	Tue 04		
		Sick - Dependent Care - FMLA	56	07	05698	Wed 05		
		Absent Without Leave	24		02400	Thur 06		
		Act of Nature	78		07800	Fri 07		
		Blood Donor	69		06900	Sat 08		
		Civil Defense	77		07700	Sun 09		
		Civil Disorder	81		08100	Mon 10		
		COP - USPS	71		07100	Tue 11		
		COP - USPS - FMLA	71	03	07199	Wed 12		
		Court Duty	61		06100	Thur 13		
		Donated	45		04500	Fri 14		
		Donated - FMLA	46		04600			
		HQ Authorized Administrative	79		07900			
		Holiday - AL Leave Exchange	28		02800			
		LWOP - Part Day	59		05900			
		LWOP - Part Day - FMLA	59	05	05999			
		LWOP - Full Day	60		06000			
		LWOP - Full Day - FMLA	60	06	06999			
		LWOP - IOD/OWCP	49		04900			
		LWOP - IOD/OWCP - FMLA	49	04	04999			
		LWOP - In Lieu of Sick Leave	59 or 60		05901 or 06001			
		LWOP - Maternity	59 or 60		05905 or 06005			
		LWOP - Military	44		04400			
		LWOP - Personal Reasons	59 or 60		05903 or 06003			
		LWOP - Proffered	59 or 60		05902 or 06002			
		LWOP - Suspension	59 or 60		05906 or 06006			
		LWOP - Suspension Pend Term	59 or 60		05908 or 06008			
		LWOP - Union Official	84		08400			
		Military	67		06700			
		Relocation	80		08000			
		Voting Leave	85		08500			
		Other Paid Leave	86		08600			

PS Form 3971, December 2011 (Page 2 of 2) PSN 7530-02-000-9136

## Revised Forms for Rural Route Mail Count

Effective July 2012, in order to comply with the July 3, 2012, Interest Arbitration decision between the United States Postal Service® and the National Rural Letter Carriers Association, the following forms have been revised:

- PS Form 4239, *Rural Route Count of Mail* (see page [12](#)).
- PS Form 4241, *Rural Delivery Statistics Report* (see page [13](#)).
- PS Form 4241-M, *Rural Route Evaluation Worksheet* (see page [14](#)).

The revised PS Forms 4239, 4241, and 4241-M are available on the Postal Service™ PolicyNet website:

- Go to <http://blue.usps.gov>.
- Under “Essential Links” in the left-hand column, click *Forms*.
- Click 4000–4999 in the left sidebar.
- Click the icon next to the desired form name.

(The direct URL is <http://blue.usps.gov/formmgmt/4999.htm>.)

— Delivery Programs Support,  
Delivery and Post Office Operations, 9-6-12


**UNITED STATES  
POSTAL SERVICE®  
Rural Route Count of Mail**

Post Office™			State & ZIP+4®			Route No.			
1. Letter Size	2. Sector/Segment Letters	3. DPS Letters	4. Flats, Catalogs, Magazines, Newspapers, Rolls	5. DPS Flats	6. Parcels	7. Boxholders	8. Accountable Mail Signature Item	9. Customs Due Rcvd. for Del. C.O.D.	10. Postage Due
<b>Total</b>									
11. Change of Address	12. PS Form 3982 PARS Label	13. Marked Up Mail Pieces	14. PS Form 3821 Completed	15. Non Signature "Scan" Items	16. Load Vehicle Explanation Required when time exceeds 15 minutes	17. Other Suitable Allowance Explanation Required	18. Authorized Dismounts Explanation Required	19. Authorized Dismount Distance Feet	20. Letters and Flats Collected
<b>Total</b>									
21. Carrier Pickup Request Prepaid Parcel Event	22. Carrier Pickup Item Prepaid Parcel Over 2 lbs.	23. Parcel Accepted, Ordinary, Insured, C.O.D.	24. Registered Certified Accepted	25. Money Order Application Processed	26. Return Receipt "L" Route Only	27. Lock Pouch Weight Carried Daily	28. Reserved	29. Waiting Time	30. Counting Time
<b>Total</b>									

Comments

I certify that the above is correct.

Day

Date

Carrier or Supervisor's Signature





## Rural Route Evaluation Worksheet

Delivery Unit:		Route #:				
Carrier:		Count Dates:				
PS 4241		Allowance Factors	Allowance Factors	Weekly	Office Time	Route Time
Ref. No.	Data Description	Office Time (min)	Route Time (min)	Average	(mins.)	(mins.)
*	Route Length		Miles X 12.0			
*	Regular Boxes (Non L)		Boxes X 2.0			
*	Regular Boxes (L only)		Boxes X 1.82			
*	Centralized Boxes		Boxes X 1.0			
*	NDCBU Coll/Comp		Compartments X 1.0			
*	Parcel Lockers		Lockers X 2.0			
1	Random Letters	Wkly Avg *(.0555)				
2	Sector Segment Letters	Wkly Avg *(.0444)				
3a	DPS Letters - Without GOV Vehicle		Wkly Avg *(.0333)			
3b	DPS Letters - With GOV Vehicle		Wkly Avg *(.0232)			
4	Flats, Cat., Magazines, Newspapers, Rolls	Wkly Avg *(.1)				
5a	DPS Flats - Without GOV Vehicle	Wkly Avg *(.0588)				
5b	DPS Flats - With GOV Vehicle		Wkly Avg *(.0232)			
6	Parcels	Wkly Avg *(.333)	Wkly Avg *(.167)			
7	Boxholders	Wkly Avg *(.04)				
8	Accountable Mail (Signature Item)	Wkly Avg *(1.0)	Wkly Avg *(3.466)			
9	Customs Due (Rec'd for Del), C.O.D.	Wkly Avg *(1.5)	Wkly Avg *(4.466)			
10	Postage Due	Wkly Avg *(.2) round to #				
11	Change Of Address	Wkly Avg *(2.0)				
12	PS Form 3982 (PARS Label)	Wkly Avg *(.25)				
13	Markup	Wkly Avg *(.25)				
14	PS Form 3821 (Completed)	Wkly Avg *(2.0)				
15	Non-Signature "scan" Items		Wkly Avg *(.3)			
16	Load Vehicle	Actual Wkly Avg				
17	Other Suitable Allowance	Actual Wkly Avg				
18	Authorized Dismounts		Wkly Avg *(.1)			
19	Authorized Dismount Distance (Feet)		Wkly Avg *(.00429)			
20	Letters, Flats Collected	Wkly Avg *(0.04)				
21	Carrier Pickup Request & Prepaid Parcel Event	Wkly Avg *(0.75)	Wkly Avg *(0.75)			
22	Carrier Pickup Item & Prepaid Parcel over 2lbs.		Wkly Avg *(0.15)			
23	Parcels Accepted, Ordinary, Insured, C.O.D.	Wkly Avg *(2.0)	Wkly Avg *(2.0)			
24	Registered, Certified Accepted		Wkly Avg *(2.0)			
25	Money Order Application Processed	Wkly Avg *(1.5)	Wkly Avg *(2.0)			
26	Return Receipt ('L' Route Only)	Wkly Avg *(0.25)				
27	Not Used					
28	Reserved					
29	Not Used					
30	Not Used					
*	Stamp Stock	20				
*	Scanner (Retrieval / Setup / Return)	6				
*	Strapping Out	Wkly Avg (1)+(2)+(4)-(13)*0.01428				
*	Other Office & Personal	30				
*	Lock Pouch Stops	# of Stops *30				
*	Withdrawing Mail	(Yes = 30) (No = 0)				
*	USPS® Vehicle Allowance		Daily Rte Miles *(6/100*4.5)+24			
*	Reload / Unload		18 min Wkly			
<b>Weekly Totals (Minutes)</b>						
<b>Standard Time (Hours and Minutes)</b>						
Rural Route Evaluation - Low Option						
Rural Route Evaluation - High Option						
Volume Only Factor						

# Organization Information

## Finance

### Fiscal Year 2012 Closing Guidance: Message From the Controller

This supersedes the closing guidance article in *Postal Bulletin* 22341 (7-12-12, pages 83–86).

\* \* \* \* \*

I ask that each of you continue your efforts to control expenses. It is important that we carry this effort through to the end of the fiscal year by controlling discretionary activity. This does not mean curtailing business, but it does mean making prudent choices by deferring or eliminating noncritical activity, and purchasing goods or services throughout the year, rather than at the end of the fiscal year, simply because there are available budget funds. Please encourage your contractors to bill us in a timely manner for goods received and services rendered, so we can recognize the expense before the end of the fiscal year.

The following instructions will assist you, when appropriate, in helping the Postal Service™ close its financial books in a timely and efficient manner.

**Tim O'Reilly**

Vice President, Controller

#### I. Instructions for Fiscal Year 2012 Closing

All organizations are requested to limit their expenditures to essential spending. Accordingly, all vice presidents should review discretionary spending to ensure the Postal Service™ attains its financial target for this fiscal year (FY).

The instructions and reporting dates in this *Postal Bulletin* supplement procedures followed during the normal monthly or quarterly reporting schedule.

#### II. Fiscal Year

The Postal Service prepares its annual reports on a government FY basis, which comprises 365 days (366 in leap years), always ending on September 30.

#### III. End of Year Processing Activities and Timelines

##### Contract Modifications and Requisitions

Capital and Expense requisitions and requests for contract modifications for FY 2012 are no longer being accepted by Supply Management.

Capital purchase card transactions will be accepted by Supply Management through September 13. **Note:** If the transaction is not processed by the vendor within the Visa

monthly cut-off, i.e., September 18, the transaction will be applied to FY 2013.

Also, organizations should limit capital commitments, particularly for Postal Service support equipment, to essential needs.

The schedule for Supply Management processing is as follows:

For requisitions received...	Funds are processed as follows...
On or before August 31, 2012	Supply Management will issue the required contract or modification for Accounting Services, San Mateo to process against FY 2012 funds.
On or after September 1, 2012	Supply Management will issue the required contract or modification for Accounting Services, San Mateo to process against FY 2013 funds.

#### Requisitions for Contract Actions

FY 2012, Capital and Expense requisitions and requests for contract actions are no longer being accepted by Supply Management.

#### Requisitions for IT Hardware, Services, Software, and Telecom (Exception)

For FY 2012, Capital and Expense requisition requests for contract actions have ended. Any requests received after August 1, 2012, are not guaranteed for award and delivery by September 30, 2012.

For FY 2013, Capital and Expense requisition requests for contract actions that require a start date of October 1, 2012, will not be accepted by Supply Management after August 1, 2012. Any requests received after this date will not be guaranteed for award by October 1, 2012.

Hardcopy paper commitment documents must be forwarded to Accounting Services, San Mateo no later than Friday, September 14.

Electronic files must be transmitted to Accounting Services as follows:

Send electronic files for...	To...	No later than...
Contract Authoring and Management System (CAMS)	San Mateo	September 29, 2012
Facilities capital commitments and expense payments	St. Louis	September 30, 2012

Appropriate receiving reports or certified invoices for goods and services received by September 30 must be

received by Accounting Services, San Mateo no later than Monday, October 1.

1. Expedite processing of receiving reports and certified invoices, as these documents are used to charge expense to the proper FY.
2. Additionally, review contracts to ensure sufficient funds are available by Friday, August 31 to process invoices.
3. Supply Management will process all requisitions for the issuance of contracts against FY 2012 funds according to the following priorities:

Priority 1 — Capital commitment requisitions.

Priority 2 — Expense commitment requisitions.

#### IV. Accruals

Year-end closing new for FY 2012:

1. There will be no “special” end-of-year accruals for Headquarters (HQ) expenses. Monthly accruals for HQ expenses will be processed as normal and as communicated to the Executive Leadership Team (ELT) budget coordinators.
2. All HQ accruals will be accrued at the ELT finance level.
3. All invoices for goods and services received in the month of September must be mailed to San Mateo no later than September 27 for processing by September 30, 2012. All invoices not received by San Mateo by October 1, 2012, will be processed in October 2012 and will be charged to FY 2013.

#### V. Submission Schedules (Appendix)

The table below describes the schedule for submitting forms by the required submission date.

Form #	Item	Submit by	Submit to	Received by Date
PS 1233	Project Financial Change/Completion Report (To add site prep cost to an existing assets or CIP)	St. Louis	San Mateo	12-Sep
PS 17	Stamp Requisition/Stamp Return	Field offices	SSC/SDO	10-Sep
PS 1839	Payment Record for Carrier Drive Out Agreements	Field offices	Scanning & Imaging Ctr.	10-Sep
PS 1164-A	Claim for Reimbursement for Postal Supervisors (for Employee Business Expenses only)	Field offices	Scanning & Imaging Ctr.	10-Sep
N/A	Email from HQ Asset Mgmt Budget & Cost analyst to add inventory items to fixed assets or CIP	Topeka, KS	San Mateo	10-Sep
Form 969	Material Recycling and Disposal (Retirement)	Field Offices	San Mateo	14-Sep
Form 2880	Physical Inventory — Certification/ Adjustments (Retirement or Addition)	Field Offices	San Mateo	14-Sep
N/A	Hardcopy paper commitment documents	Supply Management (HQ)	San Mateo	21-Sep
PS 8232	Payment for Personal Services Contracts	Field offices	Scanning & Imaging Ctr.	17-Sep
N/A	Government Printing Office	Supply Management (HQ)	San Mateo	21-Sep
N/A	All Recognition and Incentive Awards*	All offices	eAwards	20-Sep
Form 8162	Capital Property Record	Field Offices	San Mateo	21-Sep
Spreadsheet Capitalization	Addition, adjustment, add-on etc	Program Managers through HQ Payable	San Mateo	21-Sep
PS 4541	Order-Invoice for Vehicle Repair (commercial work order)	Field offices	Support VMF	21-Sep
Form 4503	Vehicle Delivery Control Sheet	VMF	San Mateo	21-Sep
Form 4587	Request to Repair, Replace, or Dispose of Postal Service-Owned Vehicle	VMF	San Mateo	21-Sep
SF 97	The U.S. Government Certificate of Release of a Motor Vehicle	Field offices	San Mateo	21-Sep
N/A	Gasoline Credit Card (fleet card)	U.S. Bank	San Mateo	29-Sep
N/A	CTEL	Profitline	San Mateo	28-Sep
N/A	eTravel (Approving Official)	All offices	St. Louis	24-Sep
N/A	eTravel (Receipts)	All offices	Back Office	24-Sep
PS 8049	Vehicle Hire Pay Adjustment	Field offices	St. Louis	24-Sep
N/A	Vehicle hire payment certification reports	Field offices	Support VMF	24-Sep

Form #	Item	Submit by	Submit to	Received by Date
N/A	Tort claims	All offices	Scanning & Imaging Ctr.	24-Sep
PS 1902	Justification for Billing Accounts Receivable (Non-Payroll)	Field offices	San Mateo	21-Sep
PS 8230	Authorization for Payment	All offices	Scanning & Imaging Ctr.	25-Sep
PS 3533	Application for Refund of Fees, Products and Withdrawal of Customer Accounts	Field offices	Scanning & Imaging Ctr.	25-Sep
N/A	Government travel account (GTA)	St. Louis	St. Louis	27-Sep
PS 3637-G	Batch Header for Official Mail (attach supporting documents)	Field offices	Scanning & Imaging Ctr.	28-Sep
N/A	Arbitration — Related Payments	All offices	San Mateo	28-Sep
Form 2146	Employee's Claim for Personal Property	All offices	San Mateo	28-Sep
N/A	Commitments (CAMS) through APEX-CAMS electronic interface	Supply Management (HQ)	San Mateo	29-Sep
N/A	Direct Vendor Delivery (DVD) and eBuy**	Topeka MDC	San Mateo	29-Sep
N/A	Telecommunications Expense Management (TEMA)	Raleigh Network Operations	San Mateo	28-Sep
N/A	eBuy utilities	All offices	eBuy Post/Certify Module	29-Sep
N/A	Material Distribution Management System invoices (MDIMS)	Topeka, KS	San Mateo	29-Sep
N/A	National Customer Management System invoices (NCMS)	Stamp Fulfillment Services	San Mateo	30-Sep
N/A	Program Cost Tracking System invoices (PCTS)	PCTS Systems Administrator	San Mateo	30-Sep
N/A	UTIL — Energy Initiatives	Energy United/NISC	San Mateo	28-Sep
N/A	Inter-Agency Payment and Collection (IPAC) Certified Invoices	Field Offices	San Mateo	27-Sep
N/A	National Transportation Services (NTSP)	Supply Management (HQ)	San Mateo	28-Sep
PS 1129	Cashier Reimbursement Voucher and/or Accountability Report (Imprest fund)	All offices (Imprest)	San Mateo	28-Sep
N/A	BPA cover sheets	All offices	San Mateo	1-Oct
N/A	Capital and expense receiving report	All offices	San Mateo	1-Oct
N/A	Certified Invoices — supplies and services, bulk fuel and oil purchases, motor vehicle parts, nonmetered heating fuel	All offices	San Mateo	1-Oct
N/A	Project facility system	Facilities	St. Louis	29-Sep
N/A	Money order vouchers	Field offices	St. Louis	29-Sep
N/A	National Service Agreement (NSA)–certified invoices	Mgr of Pricing Strategy	San Mateo	1-Oct
N/A	Relocation Management Firm (RMF) accruals	Accounting, (HQ)	Relocation	2-Oct
NA	Solution for Enterprise Asset Management (SEAM)	Topeka, KS	San Mateo	30-Sep
N/A	U.S. Bank Visa accrual	U.S. Bank	San Mateo	1-Oct
N/A	Commercial Bank Reconciliations	U.S. Bank, JP Morgan Chase, and Citibank	Eagan	4-Oct

\* Per PMG memo dated July 1, 2011, awards for nonbargaining employees are suspended.

\*\* Do not place orders for DVD or eBuy purchases from September 29 through October 1, 2012, except for critical needs.

Address questions concerning these instructions to the appropriate Accounting Services location or Finance office indicated in the table above.

## FNCM 6-Digit Request Freeze Period From September 22 to October 24, 2012

In preparation for Fiscal Year 2012 Closeout, there will be a freeze period from September 22 to October 24, 2012, for all 6-digit FNCM requests. Requests thereafter should be emailed to FNCM FSB in Microsoft Outlook.

As a reminder:

- Send any emails to *FNCM FSB* with “District XXX — FNCM UFN REQUEST”, where XXX is the district PFC number, in the subject line.
- Changes to cash retained must be made by an authorized district employee.
- Requests received by 2:00 P.M. will be processed by 2:00 P.M. the following business day.

- An email notification of completed requests will be sent to the district finance managers for new units only.

Requests that cannot be completed will be returned to the requestor with an explanation.

You can find information on the new process in the *FNCM Users' Guide* on the Accounting webpage at [http://blue.usps.gov/accounting/\\_pdf/FNCMUserGuide.pdf](http://blue.usps.gov/accounting/_pdf/FNCMUserGuide.pdf).

— Revenue and Field Accounting,  
Controller, 9-6-12

## Household Diary Study

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

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

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

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

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

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

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

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

For additional information, contact either of the following individuals:

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

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

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

— Office of Demand Forecasting and Analysis,  
Finance, 9-6-12

## Mailing and Shipping Services

### Mail Alert

The mailings below will be deposited in the near future. Offices should process this mail according to applicable service standards with the in-home dates in mind. 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 Ser-

vice™ 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.

Requested Delivery Dates	Title of Mailing	Class and Type of Mail	Number of Pieces (Millions)	Distribution	Presort Level	Comments
9/04/12–9/06/12	Jcp — Wk 31 Liz Claiborne	Standard/ Flat	5.0	National	3/5 Digit	Harte-Hanks/RRD
9/10/12–9/12/12	Jcp — Wk 33 September Book	Standard/ Flat	8.5	National	3/5 Digit	Harte-Hanks/RRD
9/12/12–9/14/12	Norstrom September Book	Standard/ Flat	1.726	National	3/5 Digit	Arandell
9/17/12–9/19/12	Jcp — Wk 34 Sephora Mufe	Standard A/Letter	1.4	National	3/5 Digit	Harte-Hanks/RRD
9/19/12–9/22/12	Monroe & Main	Standard A	2.0	National	3/5 Digit	RR Donnelly

— Business Customer Support and Services, Customer and Industry Affairs, 9-6-12

## Retail

### Stamps by Mail — Brochure Ordering Information

This article publishes the Stamps by Mail® (SBM) print run cutoff schedule for fiscal year (FY) 13. Each date has a designation whether it is for the year-round (YR) brochure or the holiday (HOL) brochure. The FY 13 print cycle cut-off dates are as follows:

- September 28, 2012 (HOL).
- November 2, 2012 (YR).
- January 11, 2013 (YR).
- April 5, 2013 (YR).
- May 17, 2013 (YR).
- June 28, 2013 (YR).
- August 23, 2013 (HOL).

Starting with the June 25, 2010, print cycle, the English-only brochures have been replaced with bilingual (English and Spanish) brochures. All orders received from SBM sites by June 25 and thereafter will be provided bilingual brochures. There is no change in the price.

To order brochures, submit PS Form 3227-O, *Stamps by Mail Brochure Order Form* (April 2011), to Cyril-Scott Company:

Cyril Scott Company  
PO Box 627  
Lancaster, OH 43130-0627  
Telephone: 800-466-0455  
Fax: 740-689-0210

You can find this form at <http://blue.usps.gov>; click *Forms*, and then select the form by number. A copy of this form appears on page [21](#) in this *Postal Bulletin*.

The cost per unit of 500 is \$12.00. This cost includes overprinting the address of the fulfillment office placing the order. You may pay for orders (under \$10,000) with local IMPAC credit cards, checks, or money orders. However,

Cyril-Scott Company cannot process the order until it receives payment. Local eBuy procedures may also apply (refer to local procurement procedures). Cyril-Scott Company must receive orders placed by mail by close of business the day of the print run cut-off date listed here. Orders received after the cut-off date will be processed the next print run date.

All local Post Offices™ and centralized sites should follow the ordering instructions contained within this article and utilize local funds.

#### For Orders Exceeding \$10,000

Use eBuy to process both centralized and decentralized brochure orders that exceed \$10,000.00. In the Purchasing Method field, select "Route Req to Supply Mgmt," then in the After Approval Route field, select "Eastern Services CMC (Memphis, TN)." Include completed PS Form 3227-O with imprint information with the eBuy order.

**Note:** These approved eBuy orders must be received by Supply Management at least 10 days prior to a published run cut-off date to be included in that run.

Cyril-Scott Company will deliver orders within 35 calendar days after printing. Printing begins 1 week after the deadline date, and actual receipt of the order will depend on the ultimate destination and the corresponding delivery service standard. You should save copies of all orders placed at your local Post Office until the order has been received. Ensure procedures are in effect locally for proper verification of receipt.

— Retail Access Channels,  
Channel Access, 9-6-12

**Stamps by Mail® Brochure Order Form**

Required Entry →

Order No. (mm-dd-yy-ZIP+ 4®) Example: 12-18-05-22209-6057

**You MUST complete ALL fields on this form**

To:	STAMPS BY MAIL CYRIL-SCOTT CO PO BOX 627 LANCASTER OH 43130-0627	Office Name	District	Area
		Contact Name		
		Contact Telephone No. (Include area code)		
		Contact Fax No. (Include area code)		
Telephone No.	800-466-0455	Fax No.	740-689-0210	Contact E-mail Address

**Quantity**

Item	Specify No. of Packs (500 forms per pack)	Unit Cost	Total
PS Form 3227 (Year-Round Version)	_____	@ \$12.00 ea. per pack =	
PS Form 3227 (Holiday), limited offering — Check Postal Bulletin schedule for availability.	_____	@ \$12.00 ea. per pack =	
<b>Total</b>			<b>\$</b>

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

(Number, street, apartment, suite, city, state, ZIP + 4)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

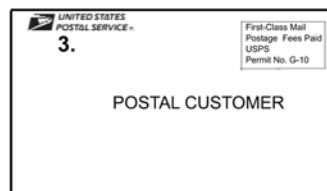
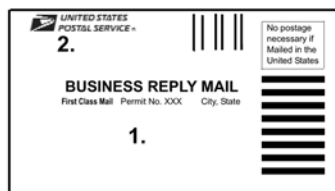
\_\_\_\_\_

Contact Name

Contact Telephone No. (Include area code)

**Imprint Information**

(Type or print clearly. Printer is not responsible for errors due to illegible or unclear copy.)

**1.** Imprint Address (Where order is sent for fulfillment - MUST include ZIP + 4)**2 & 3.** Return Address (MUST include ZIP + 4)

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Payment Information****Orders over \$10,000:** Submit this form with an approved eBuy2 to Supply Management. To route the request in eBuy2, click *Route to Supply Management* as the Purchasing Method; then select *Eastern Services CMC* from the menu.**Orders \$10,000 and under:** Notify the Cyril-Scott Co. immediately if there are any credit card changes within 30 days after the print cycle cutoff date.**Shipping and Delivery:** Orders ship within 35 calendar days after brochures are printed (see brochure print schedule in the first edition of the *Postal Bulletin* printed each month). Delivery time varies depending on the destination.

If shipment is more than 20,000 forms (40 packs), enter finance number to be charged for transportation costs: \_\_\_\_\_

☐ Visa/IMPAC Card No.: \_\_\_\_\_

Expiration Date: \_\_\_\_\_

☐ Check (Include with order)

☐ USPS Money Order (Include with order)

Requestor's Signature

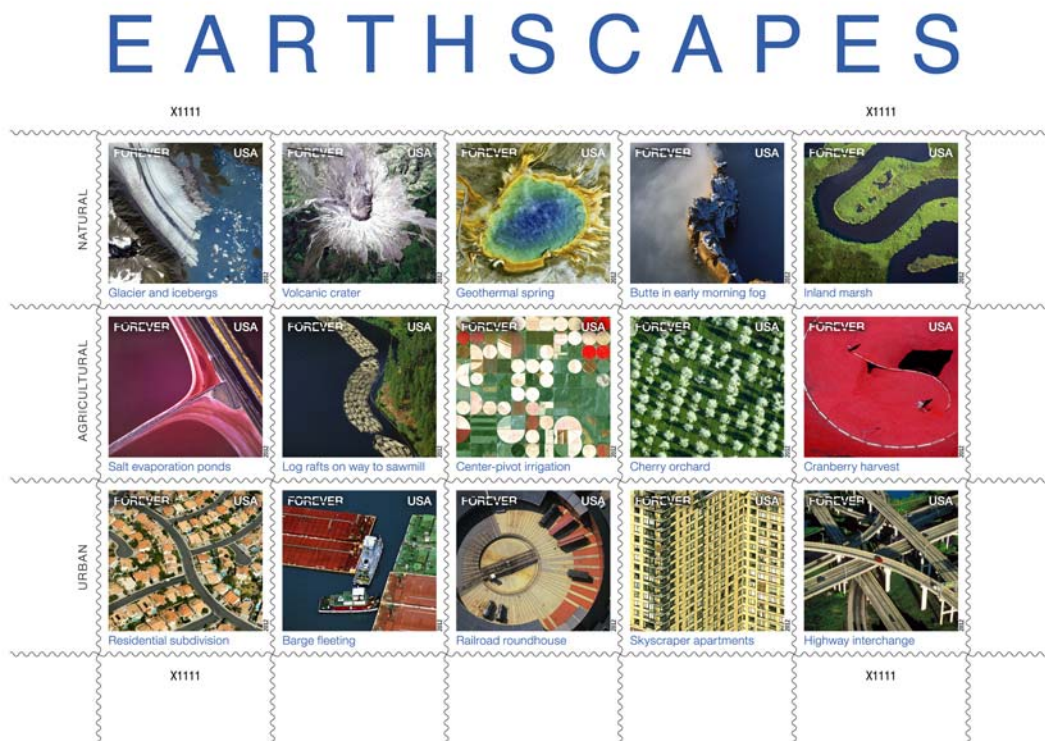
Manager/Supervisor's Signature

Funding/Credit Card Official Signature

Date Signed

## Stamp Services

### Stamp Announcement 12-48: Earthscapes



© 2011 USPS

On October 1, 2012, in Washington, DC, the Postal Service™ will issue *Earthscapes* commemorative stamps (Forever® stamp, priced at 45 cents) in 15 designs in a pressure-sensitive adhesive (PSA) pane of 15 stamps (Item 470100).

The stamps will go on sale nationwide October 1, 2012.

The U.S. Postal Service® celebrates the beauty and diversity of America's landscapes as seen from above with the issuance of *Earthscapes*. The stamp pane features 15 stamps in three rows of five. The top row shows five examples of natural earthscapes. The middle row focuses on a wide range of agricultural earthscapes. The bottom row shows urban earthscapes. The images, captured by satellites or taken from aircraft, were chosen to showcase designs or patterns and geographic diversity. Art director Howard E. Paine designed the stamp pane.

#### **Distribution: Item 470100, Earthscapes Commemorative Stamps (Forever priced at 45 cents) PSA Pane of 15 Stamps**

Stamp distribution offices (SDOs) and stamp distribution centers (SDCs) will receive their standard automatic

distribution quantity for a PSA pane stamp. Distributions are rounded up to the nearest master carton size of 30,000 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 September 17, 2012.

#### **Additional Supply**

Post Offices requiring additional quantities of Item 470100 must requisition them from their designated SDO/SDC after the first day of issue using PS Form 17, *Stamp Requisition/Stamp Return*.

## Sales Policy

All Post Offices should maintain a sufficient inventory level of this item 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™, 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:

Earthscapes Commemorative Stamps  
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 December 2, 2012.

## How to Order First-Day Covers

The Postal Service 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*, online at [www.usps.com/shop](http://www.usps.com/shop), or by calling 800-782-6724. Customers may request a free catalog by calling 800-782-6724 or writing to:

U.S. Postal Service  
Catalog Request  
PO Box 219014  
Kansas City, MO 64121-9014

## Philatelic Products

There are 11 philatelic products available for this stamp issue:

- 470162\*, First-Day Cover (Full Pane), \$9.25.
- 470163\*, First-Day Cover Set of 15, \$13.35.
- 470164\*, First-Day Cancelled (Full Pane), \$9.25.
- 470168\*, Digital Color Postmark Set of 15, \$24.00.
- 470177, Jigsaw Puzzle, \$17.95.
- 470184, Uncut Press Sheet (without die cut), \$60.75.  
(Print Quantity of 2,500)

- 470191\*, Ceremony Program (random single), \$6.95.
- 470192\*, Stamp Deck Card, \$0.95.
- 470194\*, Stamp Deck Card w/DCP (random single), \$1.95.
- 470197\*, Commemorative Stamp Panel, \$16.95.
- 470199\*, Cancellation Keepsake (random DCP w/Pane), \$8.95.

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>Earthscapes</i>
Item Number:	470100
Denomination & Type of Issue:	First-Class Mail® Forever Commemorative
Format:	Pane of 15 (15 designs)
Series:	N/A
Issue Date & City:	October 1, 2012, Washington, DC 20066
Designer:	Howard E. Paine, Delaplaine, VA
Art Director:	Howard E. Paine, Delaplaine, VA
Typographer:	Howard E. Paine, Delaplaine, VA
Modeler:	Donald Woo
Manufacturing Process:	Offset/Microprint "USPS"
Engraver:	N/A
Printer:	Banknote Corporation of America, Inc./SSP
Printed at:	Browns Summit, NC
Press Type:	Man Roland, 300
Stamps per Pane:	15
Print Quantity:	39,999,990 stamps
Paper Type:	Phosphor Tagged
Adhesive Type:	Pressure-sensitive
Processed at:	Unique Binders, Fredericksburg, VA
Colors:	Cyan, Magenta, Yellow, Black, PMS 2728 (Blue)
Stamp Orientation:	Square
Image Area (w x h):	1.07 x 1.07 in./27.18 x 27.18 mm
Overall Size (w x h):	1.224 x 1.224 in./31.09 x 31.09 mm
Full Pane Size (w x h):	7.25 x 5.51 in./184.15 x 139.95 mm
Plate Size:	135 stamps per revolution
Plate Numbers:	"S" followed by five (5) single digits
Marginal Markings:	
Front:	Header: "EARTHSCAPES" • Plate block numbers in four corners of pane
Back:	Header: "EARTHSCAPES" • Verso text • © 2011 USPS • USPS logo • Plate position diagram • Barcode (470100) in lower left and upper right corners of pane • Promotional text

— Stamp Services,  
Marketing and Sales, 9-6-12

## DID YOU **KNOW** ?

**USPS will spend  
more than  
\$120 million  
this fiscal year  
to replace  
missing and  
damaged MTE.**

**Mail Transport Equipment (MTE)**  
**We can't afford to lose  
it or not get it back.**



- Don't sell, discard, or recycle
- Don't store outside
- Don't use for storage
- Return excess
- Report abuse
- Don't give to customers

Got MTE you don't need? Send it to the Mail Transport Equipment Service Center (MTESC). Report all unauthorized use of MTE to the MTE Hotline at 866-330-3404 or email [hqmtte@usps.gov](mailto:hqmtte@usps.gov).



# Pull-Out Information

## Fraud

### Domestic Orders

False representation is enforced by postmasters at the cities listed below.

State, City ZIP Code	Names and Addresses Covered	Product
CA, Los Angeles 90027-0265	Annual Business Renewal Center and ABRC, PO Box 27265	Credit repair scheme
CA, Hollywood 90078-2202	Gold and Computererase.com, PO Box 2202	Credit repair scheme
CA, San Diego 92174-1337	Property Tax Exemption, PO Box 741337	False billing scheme
CA, Riverside 92502-0612	Property Tax Exemption, PO Box 612	False billing scheme
FL, Miramar 33027-5945	Richard Fisher, 13865 SW 52nd Street	Fraudulent sweepstakes and lottery scheme
FL, Coconut Creek 33073-5011	Chenica Adelphonse, 5570 NW 44th Way	Fraudulent sweepstakes and lottery scheme
FL, Lauderhill 33313-3050	Samantha Campbell, 2246 NW 56th Avenue	Fraudulent sweepstakes and lottery scheme
FL, Sunrise 33322-3748	Angelique Leiba, 9370 NW 20th Place	Fraudulent sweepstakes and lottery scheme
FL, West Palm Beach 33401-3028	Linford Thompson, 740 Malibu Bay Drive, Apt. 105	Fraudulent sweepstakes and lottery scheme
NV, Las Vegas 89117-6025	Data Entry, Access America Financial Group or AAFG, S. Services and Payment Notification Headquarters, 9101 W. Sahara Avenue #105	Mailing sweepstakes solicitations scheme
NV, Las Vegas 89117-6025	S.P.S. and Adelman, Buchanan & Associates, 9101 W. Sahara Avenue, #105	Mailing sweepstakes solicitations scheme
NV, Las Vegas 89117-6025	Pacific Entertainment Group and P.E.G., 9101 W. Sahara Avenue, #105	Sweepstakes promotion
NV, Las Vegas 89117-6025	Pacific Entertainment Group, P.E.G., and Data Processing, 9101 W. Sahara Avenue, #105	Sweepstakes promotion
OH, Elyria 44035-4811	Shanae L. Hairston, 1126 Barbara Street	Reshipping scheme
OH, Streetsboro 44241-4332	Cheryl D. Hairston, 849 Hunter Ridge Drive	Reshipping scheme
OH, Warren 44484-4817	Sheldon M. Beaver, 4350 Berkshire Drive SE, Apt. 101	Reshipping scheme

— Judicial Officer, 9-6-12

## 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.

005817	021748	038491	050075	061392	070443	092436	095150	097776	100506	117145	222048	320121
006030	021890	038540	051010	061516	070573	092460	095178	097791	100509	117220	222285	320809
006033	022034	038606	051012	061587	070708	092479	095270	097885	100519	118050	232431	321043
006335	022307	039020	051095	062008	070927	092522	095358	097909	100608	118418	235446	322001
007220	022420	040011	052056	062082	071071	092558	095382	097935	100642	118692	270028	322520
008034	022547	040067	052110	064008	071099	092641	095463	097948	100646	118905	275006	323014
008167	022564	040080	053015	064272	071358	092749	095481	097957	100722	119659	275007	323331
008190	022631	040094	053066	064354	071658	092769	095482	097977	100775	123157	275011	323473
008300	022647	040099	053088	064854	075154	092782	095568	097999	100786	125014	275012	323631
008359	022649	040131	054014	064962	075223	092929	095620	098009	100820	129957	275013	324021
008477	022665	040138	054063	065278	075674	092934	095727	098060	100828	131035	275014	324210
008500	022666	040305	054080	065510	075910	092972	095818	098080	100832	131081	275028	325033
008716	022744	040317	054085	065537	075995	093030	095838	098153	100833	142032	275030	325047
009073	022938	040320	054110	065892	075996	093054	095894	098192	100836	142055	275046	325129
009339	023205	040331	054152	065966	076002	093069	095914	098253	100847	142082	275079	325140
009395	025500	040356	054190	066167	076381	093126	095947	098307	100901	142692	275087	325660
009443	029744	041002	054245	066178	076424	093141	095968	098371	101560	142865	275340	325698
009452	030030	041027	054281	067005	076455	093159	096034	098509	101898	146013	276005	325876
009548	030216	041110	054285	067111	076726	093240	096151	098512	101920	146035	276007	326008
009646	030220	041125	054295	067148	076835	093268	096179	098513	101923	146045	276012	326013
009709	030467	041133	054315	067174	077270	093303	096197	098517	101959	146084	276017	326327
009897	030474	041134	054318	067188	078035	093395	096243	098577	101993	146096	276033	327081
009915	030530	041346	054321	067214	078058	093462	096258	098695	102031	146103	276045	328086
009922	031094	042015	054322	067293	078211	093585	096264	098743	102141	146106	276070	328160
010171	031105	042030	056003	068000	079085	093644	096273	098779	102147	146108	276072	329552
010203	031133	042061	056053	068034	079162	093656	096298	098807	102172	146110	276075	329584
010277	031143	042072	056055	068059	079934	093730	096415	098824	102372	146111	276086	329680
010412	031153	042306	056074	068073	079996	093738	096430	098832	102394	146117	276260	330024
010555	031154	042317	056088	068100	080120	093755	096436	098848	102419	146432	277001	330193
010771	032111	043005	057009	068195	080241	093844	096489	098901	102516	146508	277006	330903
011115	032140	043034	057010	068226	080304	093865	096525	098964	102629	148232	277011	331235
011179	032252	043041	057012	068404	080605	093992	096553	098994	102764	148254	277104	331320
012178	033249	043049	057091	068641	080638	094062	096562	<b>100015</b>	102914	148367	278009	331816
012193	034040	044007	057119	068674	088275	094066	096596	100056	102994	191286	278020	332035
013177	034620	044027	058009	068724	088319	094259	096607	100098	104103	191597	279001	333603
013181	034633	044050	058022	068931	088347	094269	096608	100147	104109	191771	279009	334006
013212	035001	044096	058027	069127	089614	094291	096623	100188	104174	192812	282002	334156
013234	035008	045001	058037	069170	089839	094366	096653	100192	104269	<b>200100</b>	286114	334838
015588	036003	045025	058052	069198	089941	094415	096668	100267	104296	200607	286198	335191
018555	037030	045030	058066	069387	090048	094465	096766	100278	104589	200676	296422	335211
018945	037117	046015	058080	069392	090050	094481	096820	100292	105637	208068	298020	336203
018953	038024	047006	060031	069459	090111	094510	097063	100316	108473	208147	299020	336301
019115	038046	047101	060049	069626	090373	094669	097147	100320	108649	208316	<b>301092</b>	336463
019351	038086	047112	060050	069786	090455	094715	097155	100345	108745	208550	301528	336515
019371	038128	047115	060123	069985	090784	094865	097163	100351	109001	210009	301570	336950
020324	038144	047160	060159	069986	091123	094875	097227	100394	109056	210408	303504	340968
021019	038149	047195	060165	070042	091445	094886	097234	100407	111524	210441	312529	344037
021023	038212	048027	060181	070062	091800	094914	097238	100409	111794	210450	314582	344146
021186	038232	048031	060289	070078	091869	094941	097322	100423	112051	220220	314914	347029
021304	038286	048302	060423	070081	092107	094955	097367	100434	112102	221153	317187	347099
021494	038448	049047	060432	070377	092401	094974	097599	100482	112116	221344	319096	349028
021669	038479	050010	060629	070424	092425	094979	097666	100487	112122	221350	320029	361307

371025	606624	658211	752870	770309	770701	771471	772275	774371	782977	915691	940911	967155
<b>400066</b>	606737	658251	752898	770313	770703	771500	772290	774385	787750	917463	941001	967163
410091	607139	660065	752938	770318	770707	771504	772364	775019	787879	918787	941006	967225
432980	607532	660672	757064	770351	770708	771506	772415	775020	787946	920060	941011	967268
441548	607923	662003	757164	770360	770709	771518	772470	775022	791137	920073	941029	967292
450097	608261	662155	757245	770365	770720	771520	772651	775034	<b>800110</b>	920075	941081	968042
452076	608364	662222	757266	770377	770725	771525	772668	775212	802231	920145	941180	968056
452089	618105	662355	757534	770394	770735	771530	772804	775239	802744	920165	941197	968259
452236	618139	662469	760064	770404	770759	771531	772819	775243	802920	920171	941395	968340
452309	624088	662495	761047	770406	770789	771555	772829	775244	803134	921030	941459	968356
452984	627067	662598	761067	770409	770797	771563	772844	775245	809104	921081	941550	968380
454488	627125	662645	761435	770411	770808	771566	772845	775250	810024	921181	941716	968501
460116	631462	666102	761817	770415	770809	771568	772860	775279	816014	921251	941725	968507
474070	631739	666450	762063	770416	770813	771580	772874	775280	816148	921614	941763	968531
481200	631806	667014	770029	770434	770825	771603	772901	775289	820818	924440	943041	968535
481305	631890	667023	770030	770435	770862	771645	773001	775293	823502	926169	945594	968677
481310	637137	678003	770044	770447	770863	771654	773013	775305	840023	926267	945714	968702
490185	639105	685273	770045	770448	770873	771656	773014	775314	841340	926270	945863	968713
497291	641033	<b>701004</b>	770069	770450	770874	771680	773051	775320	841350	926321	945869	968773
<b>515110</b>	641054	701194	770075	770459	770876	771687	773060	775337	853795	926371	946316	968781
520074	641096	701383	770081	770463	770890	771689	773061	775353	856198	926384	946440	968793
551047	641107	708548	770082	770470	770930	771694	773070	775354	895437	926389	946525	968858
551328	641116	711050	770100	770473	770934	771710	773251	775367	<b>900078</b>	926430	947103	968891
553194	641135	712026	770109	770489	770935	771713	773408	775379	900101	926433	948157	968910
553993	641145	731018	770110	770500	770937	771725	773412	775386	900120	926453	948316	968988
554009	641164	738029	770122	770503	770945	771728	773427	776008	900166	927718	948340	969139
570003	641174	740254	770125	770508	770947	771787	773431	776009	900180	928575	948386	969177
570100	641176	741012	770126	770523	770963	771811	773438	776010	900181	930393	948562	970615
581167	641218	741532	770132	770555	770966	771822	773452	776107	900184	931010	948676	970921
<b>600065</b>	641300	750007	770135	770570	770995	771824	773458	777002	900220	931096	948705	970924
600160	641329	750105	770143	770574	771005	771825	773510	777003	900250	931276	949243	971110
600328	641381	750152	770144	770585	771025	771837	773531	777005	900368	931455	949387	980708
600550	641448	750222	770146	770589	771033	771860	773534	777008	900457	931482	949555	981716
600630	641508	750344	770173	770593	771046	771861	773536	777013	910025	931508	949601	981799
600830	641532	750448	770185	770594	771048	771874	773547	777020	910413	931953	950505	982234
600908	641598	750930	770192	770608	771058	771884	773555	777023	912363	932577	951390	982581
600983	641681	750949	770202	770618	771078	771895	774001	777210	913014	932726	951684	982678
601042	641697	751018	770211	770636	771081	771897	774002	777224	913022	933496	951955	982683
601058	641728	751127	770221	770638	771082	771914	774009	777225	913035	933514	952345	982709
601159	641738	751156	770223	770643	771098	771965	774017	778009	913063	940207	954449	983052
601621	641822	751176	770225	770645	771105	771967	774025	778012	913165	940253	954468	984129
601649	641846	752005	770228	770646	771130	771980	774034	778013	913178	940275	954479	992766
602053	641871	752007	770229	770649	771179	771985	774038	778031	913485	940354	958123	995177
602127	641968	752042	770245	770656	771199	771999	774316	778070	913952	940372	958211	995217
602222	648117	752047	770247	770657	771207	772062	774322	778315	914077	940378	958306	995376
604175	648118	752089	770250	770660	771235	772063	774326	778332	914104	940425	967014	995521
604305	648145	752108	770252	770664	771253	772128	774335	778341	914168	940435	967026	995557
604714	657110	752134	770253	770668	771265	772171	774337	778347	914458	940436	967029	995578
605191	657118	752135	770258	770676	771296	772192	774338	778349	914976	940556	967064	998325
605725	658147	752205	770270	770681	771396	772207	774340	778359	915278	940576	967068	
606011	658174	752413	770271	770684	771415	772220	774346	778375	915280	940631	967117	
606469	658197	752432	770283	770697	771440	772241	774353	778376	915454	940739	967129	
606521	658205	752748	770303	770699	771470	772268	774367	778380	915625	940897	967142	

**DID YOU  
KNOW ?**

**The USPS iPhone  
application  
repeatedly ranks  
among the  
top 10 free  
business apps.**



## 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 num-

bers 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>	041 623 8889 to 8899	078 219 4931 to 4999	161 194 2857 to 0899
010 504 1932 to 1999	041 803 6565 to 6599	078 250 4756 to 4799	162 032 4447 to 4499
011 582 1889 to 1899	043 129 1968 to 1997	078 823 8312 to 8399	163 257 1085 to 1099
011 588 2900 to 3099	043 205 5922 to 5999	079 374 0300 to 2499	166 101 1433 to 1499
012 579 5675 to 5699	044 087 3457 to 3499	079 807 2342 to 2399	167 555 5201 to 5212
013 289 6176 to 6199	044 087 4000 to 4099	<b>082 721 0228 to 0254</b>	167 555 5214 to 5299
013 610 0014 to 0099	044 306 4200 to 4299	083 140 5000 to 7499	169 618 6274 to 6299
014 932 1000 to 1099	044 306 4370 to 4599	083 784 8886 to 8899	<b>173 639 4685 to 4699</b>
014 972 0800 to 0899	045 524 4121 to 4298	083 913 6915 to 6999	174 238 2779 to 2799
015 363 0065 to 0099	046 800 9870 to 9899	084 478 3920 to 3999	174 281 9347 to 9399
017 028 3200 to 3299	047 352 4000 to 4099	086 000 8271 to 8299	175 251 2600 to 0699
018 569 5333 to 5399	048 383 7650 to 7659	086 798 3840 to 3849	176 281 7937 to 7950
018 986 5264 to 5299	048 396 3647 to 3699	088 404 4472 to 4499	176 281 7963 to 7999
019 518 2814 to 2899	<b>051 142 0755 to 0799</b>	088 404 5584 to 5699	176 731 6586 to 6599
<b>020 698 5159 to 5199</b>	051 774 8857 to 8899	088 757 8688 to 8699	178 254 5000 to 9999
020 844 7307 to 7399	051 781 2875 to 2885	088 757 9400 to 9499	178 881 9900 to 9999
020 972 8948 to 8999	051 977 7010 to 7023	089 358 2248 to 2257	<b>180 031 2089 to 2098</b>
022 021 9110 to 9181	052 058 7115 to 7199	090 663 9678 to 9684	180 403 7723 to 7741
022 037 1411 to 1499	054 450 1130 to 1167	091 818 0071 to 0099	180 428 4580 to 0599
022 527 9201 to 9210	057 670 0563 to 0599	<b>093 106 9346 to 9355</b>	182 368 7544 to 0599
022 529 1882 to 1899	058 187 3836 to 3899	093 203 0500 to 0599	182 475 3229 to 3258
023 637 7169 to 7199	058 523 3003 to 3099	093 684 3630 to 3699	182 475 3904 to 3933
024 380 4100 to 4199	058 591 1153 to 1299	094 081 5074 to 5099	182 631 0031 to 0099
024 496 6870 to 6896	058 895 3746 to 3799	094 216 2555 to 2599	185 828 1474 to 1499
025 092 0987 to 0999	059 986 0814 to 0899	094 580 7062 to 7099	186 132 7583 to 0599
025 369 5535 to 5599	<b>060 406 7650 to 7699</b>	094 639 4200 to 4299	186 629 0589 to 0599
025 729 1151 to 1199	063 491 8122 to 8199	095 070 7186 to 7199	187 184 6177 to 0199
025 729 1643 to 1799	063 916 9968 to 9999	095 076 8300 to 8399	187 323 8200 to 8299
026 492 3180 to 3199	064 091 4500 to 4599	095 354 6864 to 6899	187 441 6080 to 6099
027 361 0430 to 0499	065 170 0471 to 0499	097 224 1350 to 1599	188 831 6774 to 6799
027 369 4482 to 4495	065 255 7909 to 7999	<b>100 160 3800 to 3899</b>	188 835 6370 to 6399
027 671 8762 to 8776	065 392 6345 to 6399	104 667 6400 to 6499	189 083 1064 to 1099
027 787 9886 to 9899	066 099 2014 to 2099	104 876 8937 to 8999	189 660 9583 to 9599
027 965 9487 to 9499	066 648 2880 to 2899	<b>112 049 4413 to 4499</b>	191 179 0377 to 0399
028 100 8069 to 8099	066 787 3639 to 3699	112 870 9765 to 9799	194 456 8600 to 0699
028 191 1852 to 1999	066 845 7500 to 9999	114 402 3850 to 3899	195 194 6881 to 6899
028 850 3000 to 3199	067 093 3869 to 3899	114 866 5368 to 5397	199 105 0778 to 0799
029 510 1500 to 1599	068 895 0334 to 0399	116 154 2800 to 2899	199 678 2968 to 2999
<b>030 687 0903 to 0999</b>	<b>070 724 4488 to 4499</b>	116 986 4400 to 4499	<b>210 221 0548 to 0599</b>
030 701 3442 to 3499	070 841 9181 to 9199	117 175 1647 to 5169	<b>227 275 9400 to 9999</b>
031 077 4507 to 4799	070 844 2546 to 2599	117 951 4687 to 4699	<b>273 070 8059 to 8099</b>
032 295 7500 to 9999	070 916 1340 to 1399	117 951 5200 to 5299	273 775 7700 to 7899
034 394 1000 to 1099	071 047 5768 to 5799	119 786 3051 to 3064	<b>302 000 0000 to 9999</b>
034 943 0400 to 0799	071 179 9800 to 9899	119 815 8961 to 6199	<b>349 746 2056 to 2099</b>
035 035 4337 to 4399	071 386 3682 to 3699	119 850 7400 to 7499	<b>350 518 7350 to 7374</b>
037 706 9578 to 9599	071 507 6840 to 6899	119 850 7700 to 7999	<b>360 011 1690 to 1699</b>
037 805 3677 to 3699	072 045 9641 to 9699	<b>121 634 0460 to 0499</b>	360 168 6008 to 6099
037 909 5490 to 5499	072 675 8287 to 8299	122 451 9879 to 9899	360 173 8800 to 8899
037 931 4660 to 4699	073 763 0867 to 0876	122 714 6805 to 6900	360 324 2326 to 2399
039 145 6521 to 6595	073 763 0878 to 0887	124 916 0304 to 0499	362 861 3064 to 3099
<b>040 024 3901 to 3999</b>	073 763 0889 to 0898	126 423 0136 to 0169	<b>373 006 2176 to 2199</b>
040 674 7100 to 7199	077 617 5481 to 5499	127 500 2328 to 2399	374 768 2600 to 2699
040 688 8816 to 8899	077 999 4001 to 4090	<b>160 901 2254 to 2299</b>	375 169 4400 to 4599
041 299 6752 to 6799	078 174 4475 to 4499	161 103 6581 to 6599	375 829 3400 to 3499

375 851 9100	to 9199	402 578 7876	to 7899	421 116 3565	to 3599	450 620 3135	to 3199
376 196 0911	to 0999	403 125 6744	to 6799	421 130 9300	to 9399	450 780 2716	to 2799
378 085 3679	to 3699	403 260 7000	to 7499	421 313 4500	to 4999	450 801 2700	to 2799
378 351 1063	to 1099	403 280 6470	to 6499	421 364 5537	to 5599	451 109 2967	to 2984
379 843 5100	to 5199	403 685 8600	to 8699	421 656 2609	to 2699	451 115 4110	to 4125
<b>380 093 9600</b>	<b>to 9699</b>	404 003 0300	to 0399	421 988 9700	to 9799	451 115 4127	to 4199
380 165 1165	to 1199	404 041 8838	to 8899	422 172 4667	to 4699	451 746 0700	to 0799
381 325 4500	to 4599	404 071 4268	to 4299	422 484 4212	to 4299	452 265 0074	to 0099
381 604 2510	to 2699	404 347 5356	to 5399	422 556 1270	to 1299	452 265 0246	to 0299
381 645 9525	to 9599	404 347 5548	to 5599	422 587 7024	to 7099	452 265 0335	to 0999
383 314 3968	to 3999	404 726 4500	to 4599	422 819 7533	to 7599	452 509 1169	to 1199
383 892 1000	to 1344	404 961 5001	to 5199	422 842 5073	to 5087	452 855 6471	to 6499
383 892 1382	to 1399	405 325 0188	to 0198	422 907 7563	to 7599	452 890 4679	to 4799
384 925 3641	to 3654	406 009 4587	to 4599	424 500 6050	to 6099	452 900 8215	to 8238
385 568 2331	to 2399	406 260 6830	to 6899	424 641 8500	to 8599	453 117 9146	to 9199
385 599 7554	to 7575	406 459 6641	to 6999	424 871 6600	to 6699	453 334 3631	to 3699
385 774 2024	to 2099	406 733 3000	to 3999	425 298 2352	to 2399	453 603 7841	to 7891
386 624 1412	to 1599	407 545 1557	to 1599	425 418 4269	to 4299	453 650 1140	to 1199
386 883 8936	to 8999	407 594 0412	to 0599	425 418 4405	to 4499	453 741 1300	to 1399
387 314 5574	to 5599	407 692 9100	to 9299	426 547 4566	to 4599	454 013 2919	to 2999
387 837 6300	to 6399	407 959 2190	to 2199	427 412 6337	to 6499	454 186 2411	to 2499
388 828 0656	to 0699	408 265 2275	to 2288	427 481 0900	to 0999	454 268 4883	to 4899
389 696 2400	to 2799	408 499 7700	to 7799	428 027 2742	to 2752	454 302 5400	to 5499
389 846 3104	to 3135	408 499 7900	to 7999	429 474 4172	to 4199	454 490 8300	to 8399
389 846 3145	to 3195	408 682 8484	to 8599	429 889 2900	to 2999	454 547 7434	to 7499
389 887 9211	to 9230	408 698 7015	to 7099	<b>430 150 4401</b>	<b>to 4599</b>	454 922 4867	to 4895
389 887 9234	to 9299	409 072 3941	to 3999	430 172 9800	to 9899	455 221 1348	to 1499
<b>390 001 3182</b>	<b>to 3199</b>	<b>410 491 2311</b>	<b>to 2399</b>	430 177 1900	to 2099	455 364 2147	to 2199
390 001 3500	to 3699	410 694 8400	to 8599	430 444 9500	to 9699	455 399 5400	to 5499
390 545 5974	to 5999	410 775 1500	to 1599	430 664 4070	to 4099	455 476 0676	to 0699
391 104 6146	to 6199	410 795 7927	to 7999	432 168 8419	to 8499	455 543 0618	to 0699
391 574 1466	to 1499	410 867 0917	to 0966	432 708 6800	to 6999	456 410 9006	to 9099
391 783 3020	to 3599	410 867 0970	to 0999	432 744 1544	to 1599	456 470 4146	to 4299
391 792 6100	to 6199	411 868 1023	to 1199	432 995 9775	to 9799	456 619 4460	to 4499
392 668 2956	to 2999	411 922 2322	to 2399	433 003 5800	to 5899	457 333 2686	to 2699
392 854 8500	to 8899	412 193 0900	to 0999	433 757 3047	to 3099	457 729 1767	to 1777
393 584 7566	to 7699	412 395 8599	to 8699	433 765 4003	to 4099	457 937 8615	to 8699
393 650 0074	to 0099	412 485 6500	to 6599	434 482 7060	to 7199	458 028 9810	to 9899
393 838 8316	to 8499	412 485 6610	to 6699	434 513 2386	to 2399	458 057 2712	to 2999
393 893 6007	to 6099	412 885 5953	to 5999	434 968 3076	to 3092	458 069 9537	to 9599
394 126 6907	to 6999	414 193 3608	to 3674	435 303 1831	to 1842	458 069 9665	to 9699
394 189 0405	to 0599	414 193 3677	to 3699	435 303 1986	to 1999	458 337 5222	to 5299
394 822 3243	to 3278	414 411 7348	to 7399	435 666 6092	to 6399	458 354 7653	to 7999
394 990 1810	to 1899	414 640 0757	to 0799	436 082 6400	to 6899	458 671 8678	to 8699
395 343 3264	to 3299	414 965 1727	to 1799	436 160 6441	to 6499	458 671 8721	to 8798
395 373 3035	to 3099	417 302 8104	to 8199	437 316 7115	to 7199	458 847 5044	to 5999
395 396 9649	to 9799	417 387 6532	to 6599	437 427 0500	to 3499	459 274 7624	to 7699
395 970 3240	to 3299	417 496 6800	to 6999	439 179 2300	to 2399	459 365 5432	to 5499
397 622 4054	to 4099	417 871 9250	to 9299	439 310 0458	to 0499	459 378 5764	to 5799
397 819 8902	to 8999	417 930 9533	to 9599	<b>440 698 1947</b>	<b>to 1999</b>	459 472 4816	to 4999
398 149 7200	to 7699	418 164 6500	to 6799	440 858 6300	to 6399	<b>460 349 6878</b>	<b>to 6899</b>
399 070 0872	to 0899	418 423 9863	to 9899	440 858 6420	to 7299	460 550 1909	to 1999
399 156 7119	to 7199	418 633 5922	to 5999	441 199 1655	to 1699	460 997 5234	to 5299
399 203 5064	to 5099	418 719 8520	to 8599	443 127 3648	to 3699	461 973 6443	to 6499
399 296 9910	to 9999	418 744 2235	to 2299	443 127 4000	to 4099	462 152 0107	to 0299
399 396 8935	to 8999	418 962 2848	to 2899	443 673 7900	to 7999	462 274 1072	to 1099
399 792 7775	to 7799	419 543 0286	to 0299	443 800 9335	to 9399	462 277 8373	to 8399
399 792 8300	to 8399	419 730 0300	to 0399	444 382 8822	to 8899	462 554 6051	to 6099
<b>400 427 1051</b>	<b>to 1999</b>	<b>420 277 0015</b>	<b>to 0049</b>	444 390 1667	to 1699	463 011 5529	to 5540
401 045 1505	to 1549	420 599 0734	to 0798	444 457 3854	to 3899	463 176 4115	to 4199
401 045 1571	to 1599	420 661 4115	to 4199	<b>450 048 4173</b>	<b>to 4199</b>	463 176 4229	to 4299
401 294 2700	to 2799	420 758 9500	to 9699	450 048 4442	to 4699	463 185 2600	to 2799
401 310 9505	to 9599	420 969 3951	to 3971	450 560 5173	to 5199	463 227 7711	to 7799
401 382 5312	to 5399	420 969 3973	to 3999	450 620 3077	to 3099	463 414 4869	to 4899

463 808 3484	to	3499	482 527 1500	to	1599	501 460 0977	to	0999	612 774 2254	to	2299
463 945 7400	to	7899	482 541 5255	to	5299	502 227 7645	to	7699	612 774 2500	to	2599
464 629 9000	to	9399	482 729 6800	to	6899	502 424 0200	to	0499	614 469 0979	to	0999
464 711 4332	to	4399	483 363 7207	to	7299	502 424 0600	to	0699	614 474 3000	to	3099
465 692 3963	to	3999	483 402 2356	to	2399	502 496 6923	to	6999	614 521 3490	to	3499
465 698 8300	to	8599	483 486 5100	to	5199	503 003 2700	to	2899	614 645 1800	to	1899
465 743 7745	to	7799	483 632 1521	to	1599	503 194 5144	to	5153	614 832 1100	to	2099
466 798 6056	to	6067	483 632 2600	to	2799	503 790 9922	to	9948	615 017 7505	to	7599
467 147 4300	to	4399	483 849 1615	to	1699	504 045 4030	to	4099	617 711 6609	to	6699
468 079 5782	to	5799	484 174 4803	to	5299	504 166 0200	to	0599	617 760 5266	to	5299
469 067 2817	to	2899	484 323 8900	to	9199	504 240 1062	to	1399	617 813 3601	to	3699
469 127 8000	to	8199	484 680 5000	to	5038	504 805 3300	to	3499	618 840 9200	to	9299
469 213 0359	to	0399	484 680 5040	to	5074	505 893 7739	to	7799	619 551 7229	to	7299
469 213 0500	to	0599	484 680 5077	to	5099	505 893 7800	to	7999	619 859 3000	to	3099
469 561 8011	to	8099	485 029 4913	to	4999	506 124 0800	to	0999	<b>620 073 9400 to 9499</b>		
469 658 1961	to	1999	486 176 0600	to	0699	506 165 7027	to	0099	621 614 7907	to	7930
469 666 9900	to	9999	486 559 7555	to	7599	508 488 6226	to	6299	621 614 7932	to	7999
469 678 1900	to	1999	486 696 3023	to	3199	<b>600 645 3223 to 3299</b>			621 648 8021	to	8199
469 781 4900	to	4999	488 173 7900	to	7999	601 339 1200	to	1399	621 648 8500	to	8599
469 947 6960	to	6999	488 206 4100	to	4199	601 653 5884	to	5899	621 904 8351	to	8599
<b>470 755 5800 to 5818</b>			488 226 0200	to	0299	601 661 7700	to	7799	621 916 1978	to	1989
471 918 0300	to	0999	488 709 3906	to	3999	601 682 5343	to	5399	622 989 8032	to	8099
471 985 2408	to	2419	488 855 8359	to	8399	601 928 1600	to	1699	623 076 9300	to	9399
472 191 6700	to	6799	489 181 8963	to	8999	602 512 2972	to	2999	623 819 5006	to	5099
472 270 2555	to	2599	489 223 2000	to	2099	602 555 2400	to	2799	623 895 8200	to	8399
472 987 0213	to	0241	489 311 1930	to	1999	602 829 7061	to	7099	623 917 0000	to	0099
472 987 0290	to	0299	489 318 6200	to	6300	603 483 9572	to	9599	623 917 0200	to	0299
473 151 2069	to	2199	489 384 0027	to	0099	603 490 7200	to	7299	624 468 5288	to	5299
473 666 9138	to	9199	489 427 0658	to	0899	603 678 7100	to	7199	624 665 3162	to	3198
473 952 3429	to	3499	489 997 5252	to	5299	603 678 7662	to	7699	625 088 6735	to	6799
474 108 5402	to	5499	<b>490 669 5850 to 6099</b>			603 678 7902	to	7999	625 916 9500	to	9799
474 356 5193	to	5299	490 717 7080	to	7099	603 678 8418	to	8499	625 968 8956	to	8999
474 949 3366	to	3399	490 721 6000	to	6099	603 678 8700	to	9999	627 005 3938	to	3999
475 134 9362	to	9399	490 793 1500	to	2099	604 086 0880	to	0899	627 384 3907	to	4099
475 167 9667	to	9699	490 886 8171	to	8199	604 349 1414	to	1499	627 496 7549	to	7599
475 319 3415	to	3499	490 977 9221	to	9240	604 503 7776	to	7799	627 708 3605	to	3699
475 319 3649	to	3799	491 258 8100	to	9099	605 520 9037	to	9099	627 776 2500	to	2599
475 340 6400	to	6599	491 567 1376	to	1399	605 685 4010	to	4099	628 226 3100	to	3199
475 424 8410	to	8499	492 254 4800	to	4899	605 988 6467	to	6499	628 814 4702	to	4799
475 629 9156	to	9199	492 283 5100	to	5199	607 689 7951	to	7960	628 851 9689	to	9699
475 850 6101	to	6199	492 610 6813	to	6899	607 728 1276	to	1299	629 510 7200	to	7299
475 875 2500	to	2599	493 394 5568	to	5599	608 727 7100	to	7199	629 964 4200	to	4294
476 169 8264	to	8299	493 470 2562	to	2599	608 727 7273	to	7599	<b>630 389 3056 to 3071</b>		
476 189 3000	to	3499	493 473 7700	to	7799	608 813 9950	to	9999	630 463 0588	to	0599
476 331 2480	to	2499	493 716 2153	to	2199	609 067 5325	to	5399	631 459 9117	to	9199
477 289 8601	to	8699	494 206 2972	to	2999	609 067 5488	to	5499	631 762 9325	to	9399
477 681 5206	to	5299	494 217 3446	to	3999	609 067 5600	to	5699	632 217 4933	to	4999
478 010 4243	to	4268	494 224 0500	to	0599	609 289 6123	to	6199	632 500 0000	to	640 3999
478 010 4270	to	4291	495 145 0600	to	0699	609 438 4400	to	4499	633 110 4165	to	4199
478 450 5071	to	5099	496 209 7425	to	7499	609 493 1100	to	1199	633 110 4303	to	4499
478 469 7838	to	7858	496 213 8728	to	8799	609 766 8091	to	8999	633 438 6429	to	6599
478 469 7883	to	7899	496 474 5226	to	5248	609 825 4100	to	4115	633 588 7173	to	7182
479 280 9800	to	9899	497 053 8517	to	8699	609 884 2981	to	2999	634 725 0700	to	0799
479 365 9116	to	9176	497 854 8673	to	8699	609 893 1000	to	1099	634 803 3239	to	3299
479 412 9900	to	9999	498 449 8888	to	8899	<b>610 092 3200 to 3299</b>			634 807 2474	to	2499
479 667 6190	to	6199	498 929 8285	to	8499	610 582 4200	to	4299	634 827 5900	to	5999
479 748 9680	to	9699	498 936 5310	to	5399	611 879 6939	to	6999	634 886 3428	to	3499
479 860 7000	to	7199	499 016 5425	to	5499	612 291 8013	to	8099	635 559 3449	to	3499
<b>480 526 2000 to 2099</b>			499 440 8575	to	8899	612 751 5171	to	5199	636 289 6214	to	6299
480 640 6330	to	6399	499 731 6717	to	6799	612 751 5226	to	5299	636 634 8007	to	8042
480 658 0568	to	0599	<b>500 064 1858 to 1869</b>			612 751 6083	to	6099	637 150 1200	to	1299
480 689 5100	to	5199	500 070 5725	to	7799	612 751 6268	to	6299	637 562 5828	to	5899
481 072 9463	to	9499	501 058 0016	to	0026	612 751 6572	to	6599	638 042 1647	to	1699
481 673 0074	to	0095	501 331 0300	to	0399	612 774 2111	to	2199	638 049 4984	to	4999

638 318 1115	to 1199	650 564 1900	to 1999	677 466 1088	to 1099	700 190 3350	to 3359
638 318 1453	to 1499	650 627 4212	to 4299	678 071 4500	to 4799	700 228 6048	to 6099
638 885 0000	to 0299	650 736 2043	to 2099	678 096 7531	to 7599	700 650 0452	to 0499
638 903 4362	to 4373	650 739 1540	to 1699	679 909 2578	to 2599	700 666 1323	to 1349
639 415 1929	to 1999	651 741 4415	to 4499	<b>680 112 9565 to 9599</b>		700 786 9106	to 9142
639 415 2019	to 2099	651 882 2800	to 2899	680 244 0903	to 0999	700 859 0744	to 0758
639 420 6200	to 6299	652 754 6317	to 6399	680 412 6046	to 6099	701 028 6780	to 6899
639 469 3517	to 3799	653 131 4945	to 4999	680 761 6800	to 6899	701 213 3900	to 3999
639 605 2143	to 2199	653 426 3300	to 3399	681 677 0540	to 0699	701 267 2000	to 3999
639 657 8600	to 8799	653 455 4874	to 4899	682 070 1029	to 1099	701 335 7312	to 7399
<b>640 289 7500 to 7599</b>		654 238 0000	to 0399	682 956 6280	to 6299	701 369 2005	to 2050
640 289 7700	to 7999	654 404 3065	to 3092	682 956 6490	to 6599	701 499 2260	to 2299
641 170 4420	to 4499	654 962 2900	to 3199	682 956 6700	to 6799	701 503 2247	to 2299
641 318 3133	to 3199	655 103 5081	to 5199	682 965 1178	to 1199	701 541 2271	to 2299
641 378 6500	to 6999	655 523 2600	to 2999	682 965 1201	to 1299	701 553 6557	to 6599
641 383 8739	to 8799	656 305 2448	to 2499	683 118 2389	to 2399	701 578 7460	to 7469
641 877 3187	to 3299	657 347 4438	to 4999	683 378 2000	to 2099	701 578 7475	to 7499
641 877 3310	to 3399	657 710 8100	to 8999	683 378 2117	to 2299	701 601 3457	to 3499
642 355 8094	to 8199	657 780 0985	to 0999	683 415 1200	to 1499	701 605 5913	to 5999
642 355 8308	to 8999	658 586 1400	to 1499	683 444 8159	to 8199	701 695 3982	to 3999
642 900 0018	to 0099	658 877 8000	to 8199	685 154 7780	to 7789	701 695 4148	to 4199
643 030 6254	to 6299	658 880 8000	to 8199	685 297 7645	to 7699	701 695 4227	to 4299
644 066 0882	to 0899	659 398 7300	to 7399	685 623 5264	to 5299	701 708 1741	to 1799
644 069 0600	to 0699	659 706 8113	to 8199	685 650 9487	to 9499	701 736 3966	to 3999
644 077 7506	to 7699	659 846 7837	to 7899	685 669 4200	to 4299	701 772 0870	to 0899
644 085 8157	to 8199	<b>660 510 4100 to 4199</b>		685 757 8452	to 8499	701 838 2800	to 2899
644 112 9839	to 9899	660 673 0400	to 0599	686 071 2694	to 2799	701 941 0600	to 0699
644 373 9083	to 9099	661 488 5000	to 5099	686 176 3333	to 3354	702 171 1603	to 1699
644 380 1460	to 1499	661 609 9100	to 9199	686 372 3200	to 3299	702 195 5109	to 5199
644 733 4715	to 4799	661 716 9420	to 9499	686 644 5879	to 5899	702 254 9300	to 9399
644 900 9712	to 9799	661 906 6522	to 6599	686 899 1371	to 1399	702 264 7569	to 7599
644 901 0109	to 1299	662 021 8332	to 8399	686 931 7636	to 7699	702 519 0513	to 0524
644 901 1325	to 1399	662 068 0700	to 0899	687 601 0973	to 0999	702 713 1800	to 1809
644 923 6800	to 7799	662 553 0774	to 0799	687 614 6774	to 6799	702 821 5730	to 5799
644 932 4655	to 4699	663 078 7034	to 7099	688 120 9000	to 9999	702 821 5805	to 5899
645 318 7240	to 7499	663 763 5300	to 5399	688 314 3107	to 3191	702 844 6975	to 6994
645 333 1766	to 1799	663 883 7039	to 7499	<b>690 291 1361 to 1371</b>		702 846 6331	to 6399
645 790 8632	to 8699	663 938 9200	to 9299	690 788 2877	to 2899	702 848 3900	to 3999
645 821 0657	to 0699	664 253 8000	to 8499	690 893 5344	to 5399	702 857 7302	to 7499
645 930 7948	to 7999	664 656 3055	to 3099	690 893 5512	to 5599	702 878 0114	to 0199
645 975 0737	to 0762	665 174 6400	to 6499	690 904 1300	to 1599	703 364 1707	to 1799
646 242 6200	to 6299	665 274 8208	to 8299	690 941 6000	to 6199	<b>740 002 7710 to 7719</b>	
646 270 7639	to 7799	665 669 5400	to 5499	691 313 6383	to 6399	740 119 2275	to 2284
646 798 4000	to 4999	666 132 8226	to 8299	691 313 6600	to 6699	740 130 6688	to 6698
647 048 7035	to 7099	666 696 2209	to 2299	691 582 8003	to 8099	740 144 2780	to 2795
647 049 2900	to 2999	666 696 2309	to 2399	691 664 1800	to 1999	740 241 9049	to 9099
647 398 8300	to 8399	667 032 9300	to 9399	691 664 2400	to 2499	740 252 9265	to 9294
647 398 8481	to 8499	667 729 5529	to 5599	692 727 9362	to 9399	740 255 1718	to 1799
647 437 3000	to 4999	668 383 8400	to 8699	692 798 1800	to 1899	740 274 2602	to 2619
647 811 2188	to 2199	<b>670 368 3400 to 3499</b>		693 249 0779	to 0799	740 277 0366	to 0392
648 009 6057	to 6099	670 369 7336	to 7399	693 249 0877	to 1699	740 332 7658	to 7671
648 163 5300	to 5499	670 750 7169	to 7199	693 445 0566	to 0999	740 348 6641	to 6658
648 722 5283	to 5299	671 046 6200	to 6399	693 448 8500	to 8999	740 351 4790	to 4799
648 892 3164	to 3199	671 251 5448	to 5499	693 645 9583	to 9599	740 374 7416	to 7499
649 100 3989	to 3999	671 926 5600	to 5799	693 965 4200	to 4299	740 470 2420	to 2443
649 647 0370	to 0399	672 444 2000	to 2999	695 741 2906	to 2999	740 514 0300	to 0499
649 647 0522	to 0599	672 828 3410	to 3499	695 947 8518	to 8599	740 523 7432	to 7449
649 647 5237	to 5399	673 167 5776	to 5799	696 662 8247	to 8299	740 535 1555	to 1580
649 647 9100	to 9299	675 464 3700	to 3799	697 447 8285	to 8296	740 557 3570	to 3579
649 666 7800	to 8299	675 464 4000	to 4199	698 042 4816	to 4899	740 650 4104	to 4140
<b>650 114 7707 to 7719</b>		676 365 5958	to 5999	698 131 2138	to 2157	740 684 0620	to 0800
650 130 3400	to 3599	676 669 1024	to 1099	698 227 0000	to 0099	740 701 6105	to 6114
650 213 0406	to 0499	677 126 6734	to 6799	<b>700 065 2570 to 2599</b>		740 705 9790	to 9799
650 555 1749	to 1799	677 333 9979	to 9999	700 065 4800	to 4899	740 726 6400	to 6500

740 765 3306	to	3399	846 918 0572	to	0599	868 514 9000	to	9099	910 536 2505	to	2599
740 774 8434	to	8499	847 237 7690	to	7699	868 566 9200	to	9299	910 958 7499	to	7599
740 786 1885	to	1899	847 284 2481	to	2499	869 200 0000	to	9999	911 140 1000	to	2199
740 790 5989	to	5999	847 374 7055	to	7065	869 387 1150	to	1199	911 245 2545	to	2599
740 820 4854	to	7836	847 374 7055	to	7065	869 505 3500	to	3599	911 268 9077	to	9099
740 827 7578	to	7594	847 636 5304	to	5399	869 523 7033	to	7099	911 400 8948	to	8999
740 917 7490	to	7499	847 700 5447	to	5499	869 566 6150	to	6167	911 508 1620	to	1799
740 918 5531	to	5549	847 723 7500	to	7599	869 800 0000	to	999 9999	911 509 9310	to	9399
741 037 8528	to	8551	849 485 3427	to	3499	<b>870 054 4814</b>	<b>to</b>	<b>4899</b>	911 523 3000	to	3999
742 040 3300	to	3309	849 520 9850	to	9899	870 491 4812	to	4849	912 057 9922	to	9999
742 228 9660	to	9669	849 608 1357	to	1399	870 536 5820	to	5829	912 882 0563	to	0899
<b>805 885 8411</b>	<b>to</b>	<b>8499</b>	849 792 2600	to	2699	870 541 7167	to	7239	913 605 2218	to	2299
806 087 1100	to	1499	<b>850 546 1862</b>	<b>to</b>	<b>1899</b>	870 575 8155	to	8999	913 709 2429	to	2499
806 268 9275	to	9299	851 143 6826	to	6844	870 589 0485	to	0494	913 818 3501	to	3999
806 534 3400	to	3477	851 209 9880	to	9899	870 691 7060	to	7099	914 063 4300	to	4399
807 342 3283	to	3399	851 928 9221	to	9299	872 028 4850	to	4899	914 346 7621	to	7644
808 086 7100	to	7199	852 589 6560	to	6599	872 029 9306	to	9399	914 453 1366	to	1399
808 090 3440	to	3499	853 049 3646	to	3699	872 078 3709	to	3799	914 529 6185	to	6299
808 325 5161	to	5699	854 304 4089	to	4999	872 100 0445	to	0459	914 896 4658	to	4699
808 784 8000	to	8299	854 529 2200	to	2299	<b>900 556 4178</b>	<b>to</b>	<b>4199</b>	915 187 8774	to	8779
<b>830 125 0672</b>	<b>to</b>	<b>0699</b>	854 532 0000	to	2999	900 845 0044	to	0099	915 300 2783	to	2799
830 602 5800	to	5999	855 001 6204	to	6249	900 936 0217	to	0299	915 546 6822	to	6999
830 610 3700	to	3799	855 319 9364	to	9399	900 936 0435	to	0499	915 646 5183	to	5199
830 983 3500	to	3599	855 361 3390	to	3399	901 058 5255	to	5280	915 671 3963	to	3980
830 983 3635	to	3699	856 226 0490	to	0499	901 273 1082	to	1099	915 671 3982	to	3999
831 354 1387	to	1399	856 656 5800	to	5999	901 287 5143	to	5199	915 675 2217	to	2299
831 815 8240	to	8299	856 752 0200	to	0299	901 291 2789	to	2799	916 440 3377	to	3399
832 525 3810	to	3899	857 111 1352	to	1399	901 525 7122	to	7199	916 670 6352	to	6399
833 159 1884	to	1899	857 279 3450	to	3499	902 089 1253	to	1299	916 682 5300	to	5399
833 456 2567	to	2599	857 843 4000	to	4099	902 198 9769	to	9799	916 694 1414	to	1499
833 566 3015	to	3071	858 124 7644	to	7699	902 948 1269	to	1299	916 703 0802	to	0821
834 130 5200	to	5299	858 756 3111	to	3299	902 985 0833	to	0899	917 089 0709	to	0799
834 316 5444	to	5499	859 063 8200	to	8699	903 370 6934	to	6999	917 089 0842	to	0899
834 354 8747	to	8766	859 190 0600	to	0644	904 600 6523	to	6599	917 216 2928	to	2999
834 354 8824	to	8838	859 437 5538	to	5599	904 892 0378	to	0399	917 370 6300	to	6499
835 269 5700	to	5799	859 811 2888	to	2899	904 892 0648	to	1299	917 486 4900	to	4999
835 496 7303	to	7399	859 855 8873	to	8999	905 056 2216	to	2299	918 460 0602	to	0699
835 539 5200	to	5999	<b>860 240 8520</b>	<b>to</b>	<b>8599</b>	905 510 6647	to	6799	918 951 7231	to	7299
835 813 3015	to	3099	860 275 3900	to	3999	905 510 6900	to	7099	919 519 2786	to	2799
837 672 8967	to	8999	860 518 9629	to	9699	905 794 0000	to	0199	919 536 0770	to	0799
837 784 3282	to	3299	860 600 0021	to	0999	905 794 0288	to	0299	919 814 3095	to	3199
838 176 8377	to	8399	861 158 2350	to	2599	905 873 6900	to	6999	919 889 5110	to	5134
838 518 1257	to	1299	861 367 5400	to	5499	905 873 7100	to	7299	919 889 5137	to	5176
839 718 8257	to	8299	861 637 6010	to	6099	905 880 8900	to	8999	919 889 5178	to	5199
<b>840 323 0600</b>	<b>to</b>	<b>0699</b>	861 979 7292	to	7499	905 889 7100	to	7199	919 889 5030	to	5070
840 875 6235	to	6299	862 216 6100	to	6199	906 158 1508	to	1599	919 889 5090	to	5099
840 910 0900	to	0999	862 263 9213	to	9299	906 558 8812	to	8899	919 915 2774	to	2787
841 349 5000	to	5099	862 271 0800	to	0999	906 982 2214	to	2299	<b>920 155 4662</b>	<b>to</b>	<b>4687</b>
841 805 7747	to	7899	862 271 5000	to	5099	907 725 8500	to	8599	920 309 9039	to	9199
841 805 7944	to	8099	863 871 5138	to	5199	907 815 0216	to	0257	920 771 5321	to	5399
842 226 0685	to	0695	863 949 5300	to	5399	908 622 4225	to	4235	920 857 5500	to	5899
842 685 4600	to	4699	864 088 8200	to	8299	908 936 9254	to	9299	920 864 3480	to	3499
842 685 4742	to	4999	864 426 3972	to	3999	909 066 4494	to	7499	920 963 4567	to	4599
842 860 0300	to	0399	864 520 6117	to	6136	909 067 7400	to	7499	921 333 7400	to	7499
842 898 5582	to	5599	865 151 0526	to	0599	909 100 1787	to	1799	921 477 3762	to	3799
843 062 7100	to	7199	865 500 4034	to	4099	909 100 1900	to	2099	922 278 1048	to	1399
843 077 6288	to	6299	865 883 6082	to	6099	909 355 0422	to	0499	922 280 2019	to	2099
843 077 6378	to	6399	866 004 3000	to	3999	909 568 8900	to	9099	922 280 2233	to	2299
843 758 5769	to	5778	866 442 4100	to	4899	909 568 9300	to	9499	922 773 0459	to	0499
843 786 2554	to	2699	867 366 9108	to	9118	909 725 7307	to	7399	923 032 7000	to	7399
845 656 8165	to	8199	867 633 7403	to	7499	909 833 0947	to	0999	923 045 3630	to	3699
845 727 2100	to	2199	867 737 5623	to	5699	<b>910 219 8631</b>	<b>to</b>	<b>8699</b>	923 484 3600	to	3699
845 746 2618	to	2635	868 169 4529	to	4599	910 265 1100	to	1199	923 493 9403	to	9599
846 390 7531	to	7599	868 173 8400	to	8599	910 471 7273	to	7299	923 493 9681	to	9699

923 604 4424 to 4499	925 336 2300 to 2399	931 156 1502 to 1579	933 894 0928 to 0999
923 810 7800 to 8299	926 432 5907 to 5999	931 156 1600 to 1625	934 018 2729 to 2741
924 252 1200 to 1299	926 436 3600 to 3699	931 156 1671 to 1699	934 180 0300 to 0399
924 252 1400 to 1499	927 765 6257 to 6299	932 506 6400 to 6599	934 236 3954 to 3999
924 533 0711 to 0799	928 197 8100 to 8199	932 732 1796 to 1799	934 622 8717 to 8999
924 533 2343 to 2399	928 197 8283 to 8299	932 827 9026 to 9099	935 216 0312 to 0399
924 533 2428 to 2499	928 856 2059 to 2068	932 957 2300 to 2399	935 843 2202 to 2247
924 685 1957 to 1999	<b>930 219 1722 to 1799</b>	933 060 6160 to 6189	936 024 8889 to 8899
924 946 6300 to 6699	930 335 7810 to 7819	933 387 2541 to 2561	936 339 4455 to 4499
925 333 5900 to 6099	931 097 9259 to 9299	933 760 3609 to 4199	

— Criminal Investigations Group, Postal Inspection Service, 9-6-12

## 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 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 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 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 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 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 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 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 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 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 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, 9-6-12

## 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 <https://www.usps.com/shop/accepting-money-orders.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.

— Retail Services,  
Retail Products and Services, 9-6-12

## 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, 9-6-12

## 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, 9-6-12

## 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-A2-B-C-D-H-M-R-U	09079	A1-A2-B-C-D-H-M-R-U	09214	A1-A2-B-C-D-H-M-R-U	09328	A-A1-A2-B-C1-E2-F-H1-R-R1-V-Z1
09003	A1-A2-B-C-D-H-M-P-R-U	09081	A1-A2-B-C-D-H-M-R-U	09226	A1-A2-B-C-D-H-M-R-U	09330	A-A1-A2-B-C1-E2-F-F1-H1-M-R-R1-V-Z1
09004	A1-A2-B-C-D-H-M-R-U	09088	A1-A2-B-C-D-H-M-R-U	09227	A1-A2-B-C-D-H-M-R-U	09337	A-A1-A2-B-C1-E2-F-F1-H1-M-R-R1-V-Z1
09005	A1-A2-B-C-D-H-M-P-R-U	09090	A1-A2-B-C-D-H-M-P-R-U	09229	A1-A2-B-C-D-H-M-R-U	09339	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1
09006	A1-A2-B-C-D-H-M-R-U	09092	A1-A2-B-C-D-H-M-R-U	09245	A1-A2-B-C-D-H-M-R-U	09340	A-A1-A2-B-C1-F-H-R-V
09007	A1-A2-B-C-D-H-M-R-U	09094	A1-A2-B-C-D-H-M-P-R	09250	A1-A2-B-C-D-H-M-R-U	09343	A-A1-A2-B-C1-F-M-N-V-Z1
09008	A-A1-A2-B-C-D-H-M-P-R-U	09095	A1-A2-B-C-D-H-M-R-U	09261	A1-A2-B-C-D-F1-H-M-R-U-V	09347	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1
09009	A1-A2-B-C-D-H-M-R-U	09096	A1-A2-B-C-D-H-M-R-U	09263	A1-A2-B-C-D-H-M-R-U	09348	A-A1-A2-B-C1-E2-F-H1-I-M-N-R-R1-V-Z-Z1
09011	A1-A2-B-C-D-H-M-R-U	09099	A1-A2-B-C-D-H-M-R-U	09264	A1-A2-B-C-D-H-M-R-U	09352	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1
09012	A1-A2-B-C-D-H-M-R-U	09100	A1-A2-B-C-D-H-M-R-U	09265	A1-A2-B-C-D-H-M-N-R-U	09353	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1
09013	A1-A2-B-C-D-F-F1-H-M-R-U-Z1	09102	A1-A2-B-C-D-H-M-R-U	09267	A1-A2-B-C-D-H-M-R-U	09354	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1
09014	A1-A2-B-C-D-H-M-R-U	09103	A1-A2-B-C-D-H-U	09301	A-A1-A2-B-C1-E2-F-H1-I-M-N-R-R1-V-Z-Z1	09355	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1
09020	A1-A2-B-C-D-H-M-R-U	09104	A1-A2-B-C-D-H-M-R-U	09302	A-A1-A2-B-C1-F-F1-H-M-N-V-Z-Z1	09356	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1
09021	A1-A2-B-C-D-H-M-R-U	09107	A1-A2-B-C-D-H-M-R-U	09306	A-A1-A2-B-C1-E2-F-F1-H1-R-R1-U2-V-Z1	09357	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1
09028	A1-A2-B-C-D-H-M-R-U	09112	A1-A2-B-C-D-H-M-R-U	09307	A1-A2-B-N-V-Z1	09360	A1-A2-B-V
09033	A1-A2-B-C-D-H-M-R-U	09114	A1-A2-B-C-D-H-M-R-U	09308	A-A1-A2-B-C1-E2-F-H1-I-M-N-R-V-Z-Z1	09363	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1
09034	A1-A2-B-C-D-H-M-R-U	09123	A1-A2-B-C-D-H-M-R-U	09309	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09364	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1
09038	A1-A2-B-C-D-H-M-R-U	09126	A1-A2-B-C-D-H-M-P-R	09310	A-A1-A2-B-C1-E2-F-H1-M-R-V-Z1	09365	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1
09042	A1-A2-B-C-D-H-M-R-U	09128	A1-A2-B-C-D-H-M-R-U	09311	A-A1-A2-B-C1-E2-F-H1-M-R-V-Z1	09366	A-A1-A2-B-C1-E2-F-F1-H1-M-R-R1-V-Z1
09046	A1-A2-B-C-D-H-M-R-U	09131	A1-A2-B-C-D-H-M-R-U	09313	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09367	A-A1-A2-B-B2-C1-E2-F-H1-M-R-R1-V-Z1
09049	A1-A2-B-C-D-H-M-R-U	09136	A1-A2-B-C-D-F1-H-M-P-R	09314	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09368	A-A1-A2-B-C1-E2-F-H1-M-N-R-V-Z1
09053	A1-A2-B-C-D-H-M-R-U	09138	A1-A2-B-C-D-H-M-R-U	09320	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1		
09054	A1-A2-B-C-D-H-M-R-U	09139	A1-A2-B-C-D-H-M-R-U	09323	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1		
09055	A1-A2-B-C-D-F-H-M-R-R1-U-V	09140	A1-A2-B-C-D-H-M-R-U	09327	A-A1-A2-B-C1-E2-F-F1-H1-M-R-R1-V-Z1		
09058	A1-A2-B-C-D-H-M-R-U	09142	A1-A2-B-C-D-H-M-R-U				
09059	A1-A2-B-C-D-H-M-R-U	09143	A1-A2-B-C-D-H-M-R-U				
09060	A1-A2-B-C-D-F1-H-M-R-U	09154	A1-A2-B-C-D-H-M-R-U				
09063	A1-A2-B-C-D-L-H-M-R-U	09172	A1-A2-B-C-D-H-M-R-U				
09067	A1-A2-B-C-D-H-M-R-U	09173	A1-A2-B-C-D-H-M-R-U				
09068	A1-A2-B-C-D-H-U-Z1	09177	A1-A2-B-C-D-H-M-R-U				
09069	A-A1-A2-B-C-D-H-U-V	09180	A1-A2-B-C-D-H-M-R-U				
09075	A1-A2-B-C-D-H-M-R-U	09186	A1-A2-B-C-D-H-M-R-U				
		09211	A1-A2-B-C-D-H-M-P-R-U				
		09213	A1-A2-B-C-D-H-L-M-R-U				

APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions
09369	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V	09532	A1-A2-B-F-F1-R-R1-V	09626	A1-A2-B-C-F-U	09736	A-A1-A2-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
09370	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09534	A1-A2-B-F-F1-R-R1-V	09627	A1-A2-B-C-F-U	09737	A-A1-A2-B-B2-C-C1-F-I-L-M-N-R-R1-T-V-W-Y-Z-Z1
09372	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V	09543	A1-A2-B-F-F1-R-R1-V	09630	A1-A2-B-C-F-U-V	09738	A-A1-A2-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
09373	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V	09545	A1-A2-B-V	09631	A1-A2-B-C-F-U	09739	A-A1-A2-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
09374	A-A1-A2-B-C1-E2-F-H1-I-M-N-R-V-Z-Z1	09549	A1-A2-B-V	09633	A1-A2-B-B2-C-D-F-F1-M-R-U-U1-U2-U3-V-Z1	09741	A-A1-A2-B-C1-E2-F-F1-H1-J-L-M-N-R-R1-T-V-W-Y-Z1
09378	A-A1-A2-B-C1-E2-F-H1-I-M-N-R-R1-V-Z-Z1	09554	A1-A2-B-F-F1-R-R1-V	09636	A1-A2-B-C-F-U	09742	A-A1-A2-B-B2-F-F1-J-L-M-N-R-T-V-Z1
09380	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09556	A1-A2-B-F-F1-R-R1-V	09642	A1-A2-B-M-N-R-U	09743	A-A1-A2-B-F-H-N-Q-V-Z-Z1
09382	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09557	A1-A2-B-F-F1-R-R1-V	09643	A1-A2-B-M-R-U-V	09744	A-A2-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1
09383	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09564	A1-A2-B-F-F1-R-R1-V	09645	A1-A2-B-C-F-F1-U	09745	A-A1-A2-B-F-F1-M-N-R-R1-V-Z1
09384	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09565	A1-A2-B-F-F1-R-R1-V	09647	A1-A2-B-N-R-U	09747	A1-A2-B-F-J-N-U-V-Z1
09387	A-A1-A2-B-C1-E2-F-H1-M-R-V	09566	A1-A2-B-F-F1-R-R1-V	09648	A1-A2-B-N-U-V-Z1	09748	A-A1-A2-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
09393	A-A1-A2-B-C1-E2-F-H1-I-M-N-R-R1-V-Z-Z1	09567	A1-A2-B-F-F1-R-R1-V	09649	A1-A2-B-N-U-Z1	09749	A-A1-A2-B-F-H-N-V-Z1
09394	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09568	A1-A2-B-V	09701	A-A1-A2-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1	09750	A-A2-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1
09397	A-A1-A2-B-C1-E2-F-F1-H1-M-N-R-R1-S-T-V-Z-Z1	09569	A1-A2-B-F-F1-R-R1-V	09702	A1-A2-B-C-C1-F1-M-R-R1-U	09751	A1-A2-B-C-D-H-M-R-U
09403	A1-A2-B-C-C1-M-R-U	09570	A1-A2-B-F-F1-R-R1-V	09703	A1-A2-B-C-F1-H-U	09752	A1-A2-B-C-D-H-U
09421	A1-A2-B-C-C1-M-R-U	09573	A1-A2-B-F-F1-R-R1-V	09704	A1-A2-B-C-V-V1	09759	A-A1-A2-B-B2-C-C1-E2-F-F1-F2-J-L-N-R-R1-T-V-Z1
09447	A1-A2-B-C-C1-R-U-V	09574	A1-A2-B-F-F1-R-R1-V	09705	A1-A2-B-U	09762	A-A1-A2-B-B2-E3-F-F1-J-L-N-R-R1-T-V-Z1
09454	A1-A2-B-C-C1-M-R-U-V	09575	A1-A2-B-F-F1-R-R1-V	09706	A1-A2-B-C-N-R-U-V	09769	A-A1-A2-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1
09459	A1-A2-B-C-C1-M-R-U	09576	A1-A2-B-F-F1-R-R1-V	09707	A1-A2-B-C-J-M-N-R-U-V	09777	A-A1-A2-B-C-E1-L-M-N-R
09461	A1-A2-B-C-C1-M-P-R-U	09577	A1-A2-B-V	09708	A1-A2-B	09780	A-A1-A2-B-F-H-N-R-V
09463	A1-A2-B-C-C1-R-U	09578	A1-A2-B-F-F1-R-R1-V	09709	A1-A2-B-F1-H	09798	A1-A2-B-C-D-H-L-U-V
09464	A1-A2-B-C-C1-R-U	09579	A1-A2-B-F-F1-R-R1-V	09710	A1-A2-B-C-C1-F1-M-N-R-R1-U	09801	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1
09468	A1-A2-B-C-C1-M-R-U	09581	A1-A2-B-F-F1-R-R1-V	09711	A1-A2-B-F1-N-R-Z1	09803	A1-A2-B-E2-E3-F-H1-N-R-R1-U1-V-Z1
09469	A1-A2-B-C-C1-R-U	09582	A1-A2-B-F-F1-R-R1-V	09713	A1-A2-B-C-F1-R	09804	A1-A2-B-F-F1-N-R-V-Z1
09470	A1-A2-B-C-C1-M-R-U	09586	A1-A2-B-F-F1-R-R1-V	09714	A1-A2-B-C-C1-F1-M-R-R1-U	09805	A-A2-B-F-F1-R-R1-V-Z1
09494	A1-A2-B-C-C1-M-R-U	09587	A1-A2-B-F-F1-R-R1-V	09715	A1-A2-B-F1-M-R	09806	A-A1-A2-B-C1-E2-F-H1-L-M-N-R-R1-V-Z1
09496	A1-A2-B-C-C1-R-U-V	09588	A1-A2-B-V	09716	A1-A2-B-C-M-N-R-V	09807	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1
09498	A1-A2-B-C-C1-F-F1-F2-J-L-N-R-R1-T-V-Z1	09589	A1-A2-B-V	09717	A-A1-A2-B-M-R-V-W	09809	A1-A2-B-V-Z1
09501	A1-A2-B-V	09590	A1-A2-B-V	09718	A1-A2-B-F-M-N-R-U-V	09810	A-A1-A2-B-F-F1-N-R-V-Z1
09502	A1-A2-B-V	09591	A1-A2-B-F-F1-R-R1-V	09719	A1-A2-B-C-D-M-R-U-V	09811	A1-A2-B-E2-E3-F-H1-N-R-R1-U1-V-Z1
09503	A1-A2-B-V	09593	A1-A2-B-V	09720	A1-A2-B-M-R-U-V	09812	A1-A2-B-E2-E3-F-F1-I-N-R-U-V-Z1
09504	A1-A2-B-V	09594	A1-A2-B-V	09722	A-A1-A2-B-F-H-N-Q-V-Z-Z1	09813	A-A1-A2-B-B2-C1-E2-E3-F-J-L-N-R-R1-T-V-Z1
09505	A1-A2-B-V	09599	A1-A2-B-F-F1-R-R1-V	09723	A1-A2-B-M-N-R-U-V-Z1		
09506	A1-A2-B-V	09602	A1-A2-B-C-F-F1-N-R-U-V	09724	A1-A2-B-C-C1-F1-M-R-R1-U		
09507	A1-A2-B-V	09603	A1-A2-B-C-F-F1-R-U-V	09726	A1-A2-B-M-N-R-U-V		
09508	A1-A2-B-V	09604	A1-A2-B-C-F-F1-P-R-U-V	09727	A-A1-A2-B-B2-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1		
09509	A1-A2-B-V	09605	A1-A2-B-C-D-H-M-R-U-V	09728	A-A1-A2-B-B2-C-C1-F-J-L-N-R-R1-T-V-Z1		
09510	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09606	A1-A2-B-C-D-H-M-R-U-V	09729	A1-A2-B-C-F-N-R-R1-U-V		
09511	A1-A2-B-V	09607	A-A1-A2-B-C-F-F1-M-R-R1-U-U3-V-W	09730	A-A2-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1		
09513	A1-A2-B-F-F1-R-R1-V	09608	A1-A2-B-C-F-N-U-V	09731	A-A2-B-B2-C-C1-F-J-L-M-N-R-R1-T-V-Z1		
09517	A1-A2-B-F-F1-R-R1-V	09609	A1-A2-B-C-F-U	09732	A1-A2-B-N-V-Z1		
09524	A1-A2-B-F-F1-R-R1-V	09610	A1-A2-B-C-F-F1-M-R-U-V	09733	A1-A2-B-N-V		
		09613	A1-A2-B-C-F-U-V	09734	A-A1-A2-B-C-C1-F-J-L-M-N-R-R1-T-V-Z1		
		09617	A1-A2-B-C-F-U	09735	A1-A2-B-N-V-Z1		
		09618	A1-A2-B-C-F-U				
		09620	A1-A2-B-C-F-U				
		09621	A1-A2-B-C-F-U				
		09622	A1-A2-B-C-F-U				
		09623	A1-A2-B-C-F-U				
		09624	A1-A2-B-C-F-U				
		09625	A1-A2-B-C-F-U				

APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions
09814	A1-A2-B-E2-E3-F-F1-I-N-R-U-V-Z-Z1	09870	A-A1-A2-B-C1-E2-F-H1-I-M-N-R-R1-T-U-U4-V-Z-Z1	34037	A1-A2-B-C-F-H-I-L-M-N-V-Z-Z1	96321	A1-A2-B-F-F1-F2-H-M-W
09815	A-A1-A2-B-C1-E2-F-F1-H1-M-R-R1-V-Z1	09871	A-A1-A2-B-C1-E2-F-H1-I-L-M-N-R-R1-T-U-U4-V-Z-Z1	34038	A1-A2-B-L-M-N-U-V-Z1	96322	A1-A2-B-F-F1-F2-H-M-W
09816	A-A1-A2-B-B2-C-C1-E2-E3-F-J-L-N-R-R1-T-V-Z1	09873	A-A1-A2-B-C1-E2-F-H1-I-L-M-N-R-R1-T-U-U4-V-Z-Z1	34039	A1-A2-B-J-L-M-N-U-V-Z1	96323	A1-A2-B-M-V-W
09817	A-A1-A2-B-B2-C1-E2-E3-F-F1-H-H1-J-L-M-N-R-T-V-Z1	09874	A-A1-A2-B-C1-E2-F-H1-I-L-M-N-R-R1-T-U-U4-V-Z-Z1	34041	A1-A2-B-J-L-M-N-T-U-V-Z1	96326	A1-A2-B-M-W
09818	A-A1-A2-B-C-F-M-V-Z1	09875	A-A1-A2-B-C1-E2-F-H1-I-L-M-N-P-R-R1-T-U-U4-V-Z-Z1	34042	A1-A2-B-D-F-M-N-V-Z1	96328	A1-A2-B-M-W
09820	A-A1-A2-B-B2-F-H-H1-J-L-M-N-R-R1-T-V-Z1	09876	A-A1-A2-B-C1-E2-F-H1-I-L-M-N-R-R1-T-U-U4-V-Z-Z1	34050	A1-A2-B-V	96330	A1-A2-B-M-W
09821	A-A1-A2-B-F-N-R-V-Z1	09880	A-A1-A2-B-C1-E2-F-H1-R-R1-U-V-Z1	34055	A1-A2-B-J-L-M-N-U-V-Z1	96336	A1-A2-B-M-V-W
09822	A-A1-A2-B-F-R-V-Z1	09889	A1-A2-B-E2-F-H1-N-R-R1-U2-V-Z1	34058	A1-A2-B-F-F1-R-R1-V-Z1	96337	A1-A2-B-M-W
09823	A-A1-A2-B-F-R-V-Z1	09890	A1-A2-B-E2-F-H1-N-R-R1-U2-V-Z1	34060	A1-A2-B-B2-C1-E2-F-J-L-N-R-R1-T-V-Z1	96338	A1-A2-B-M-W
09824	A-A1-A2-B-F-R-V-Z1	09892	A-A1-A2-B-E2-F-N-R-R1-V-Z1	34078	A1-A2-B-F1-N-V-Z1	96339	A1-A2-B-M-V-W
09825	A-A1-A2-B-C-C1-D-F-J-L-M-N-R-R1-T-V-Z1	09898	A1-A2-B-E2-F-H1-N-R-R1-U2-V-Z1	34090	A1-A2-B-F-F1-R-R1-V	96343	A1-A2-B-M-W
09826	A-A1-A2-B-B2-C1-E1-E2-E3-F-L-M-N-R-R1-T-V-W-Z1	34002	A1-A2-B-J-L-N-U-Z1	34091	A1-A2-B-F-F1-R-R1-V	96346	A1-A2-B-F-F1-F2-H-M-V-W
09827	A-A1-A2-B-F-F1-N-R-V-Z1	34004	A1-A2-B-J-L-N-T-U-V	34092	A1-A2-B-F-F1-R-R1-V	96347	A1-A2-B-F-F1-F2-H-M-W
09828	A1-A2-B-J-L-N-T-V-Z1	34006	A-A1-A2-B-C1-F1-N-V-Z1	34093	A1-A2-B-F-F1-R-R1-V	96348	A1-A2-B-F-F1-F2-H-M-W
09829	A1-A2-B-C-N-R-V-Z1	34007	A-A1-A2-B-C1-F-F1-M-N-R-R1-V-Z1	34095	A1-A2-B-V	96349	A1-A2-B-F-F1-F2-H-M-W
09830	A1-A2-B-C-M-N-R-V-Z1	34008	A1-A2-B-B2-D-E1-F-H-H1-J-L-M-N-R-R1-T-V-Z1	34098	A1-A2-B-V	96350	A1-A2-B-F-F1-F2-H-M-W
09831	A1-A2-B-F-N-U-V-Z1	34011	A1-A2-B-B2-C1-E2-F-J-L-M-N-R-R1-T-V-Z1	34099	A1-A2-B-V	96351	A1-A2-B-F-F1-F2-H-M-W
09832	A-A1-A2-B-U1-V-Z1	34020	A1-A2-B-J-L-M-N-U-V-Z1	96201	A-A1-A2-B	96362	A1-A2-B-F-F1-F2-M-W
09833	A1-A2-B-U1-V-Z1	34021	A1-A2-B-J-L-M-N-U-V-Z1	96202	A-A1-A2-B-U	96365	A1-A2-B-M-V-W
09834	A1-A2-B-F-F1-R-R1-V-Z1	34022	A1-A2-B-D-F-J-L-M-N-U-V-Z1	96203	A-A1-A2-B	96367	A1-A2-B-L-M-W
09835	A-A1-A2-B-V-Z1	34023	A1-A2-B-J-L-M-N-U-V-Z1	96204	A-A1-A2-B	96368	A1-A2-B-M-W
09836	A-A1-A2-B-C-F-M-V-Z1	34024	A1-A2-B-L-M-N-U-V-Z1	96205	A-A1-A2-B-U	96370	A1-A2-B-F-F1-F2-H-M-W
09837	A1-A2-B-V-Z1	34025	A1-A2-B-F-J-L-M-N-U-V-Z1	96206	A-A1-A2-B-U	96372	A1-A2-B-M-W
09838	A1-A2-B-V-Z1	34030	A1-A2-B-J-L-M-N-U-V-Z1	96207	A-A1-A2-B-V	96373	A1-A2-B-M-W
09839	A-A1-A2-B-U-V-Z1	34031	A1-A2-B-J-L-M-N-U-V-Z1	96209	A-A1-A2-B-J-L-N-T-U	96374	A1-A2-B-M-W
09840	A-A1-A2-B-V-Z1	34032	A1-A2-B-J-L-M-N-T-U-V-Z1	96213	A-A1-A2-B-U	96375	A1-A2-B-M-W
09841	A-A1-A2-B-N-R-U-Z1	34033	A1-A2-B-C-F-J-L-M-N-V-Z1	96214	A-A1-A2-B-U	96376	A1-A2-B-M-W
09842	A-A1-A2-B-M-N-R-Z1	34034	A1-A2-B-J-L-M-N-V-Z1	96218	A-A1-A2-B-U	96377	A1-A2-B-M-W
09844	A-A1-A2-B-C-F-N-U-V-Z1	34035	A1-A2-B-H-J-L-M-N-U-V-Z1	96224	A-A1-A2-B-U	96378	A1-A2-B-M-W
09845	A-A1-A2-B-B2-E3-F-F1-L-M-N-T-V-Z1	34036	A1-A2-B-J-L-M-N-U-V-Z1	96257	A-A1-A2-B-U	96379	A1-A2-B-M-W
09846	A-A1-A2-B-B2-C1-F-J-L-N-R-R1-T-V-Z1			96258	A-A1-A2-B-U	96384	A1-A2-B-M-W
09848	A-A1-A2-B-F-M-R-V-Z1			96260	A-A1-A2-B-U	96386	A1-A2-B-M-W
09852	A1-A2-B-E2-E3-F-H1-N-R-R1-U1-V-Z1			96262	A-A1-A2-B-U-V	96387	A1-A2-B-M-W
09853	A1-A2-B-E2-F-H1-R-R1-U2-V-Z1			96264	A-A1-A2-B-U	96388	A1-A2-B-M-W
09855	A-A1-A2-B-C1-E2-F-F1-H1-R-R1-U2-V-Z1			96266	A-A1-A2-B-U	96401	A1-A2-B-F-N-V-Z1
09858	A1-A2-B-E2-E3-F-H1-N-R-R1-U1-V-Z1			96267	A-A1-A2-B-U-V	96426	A-A1-A2-B-C1-E2-F-H1-M-R-V
09859	A1-A2-B-C1-F-F1-H1-N-R-R1-V-Z1			96269	A-A1-A2-B-U	96427	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V
09865	A-A1-A2-B-V-Z1			96271	A-A1-A2-B-U	96447	A1-A2-B-F-N-U3-V-V1
09868	A-A1-A2-B-N-U-V-Z1			96275	A-A1-A2-B-V	96501	A-A1-A2-B-N-V
				96276	A-A1-A2-B	96502	A1-A2-B-F-N-U3-V
				96278	A-A1-A2-B-U	96503	A1-A2-B-F-N-U3-V
				96283	A-A1-A2-B-U	96507	A-A1-A2-B-F-V
				96284	A-A1-A2-B-U-V	96510	A1-A2-B-I-N-V
				96303	A1-A2-B-H-J-L-M-N-T-W	96511	A1-A2-B-I-N-V
				96306	A1-A2-B-F-F1-F2-H-M-W	96515	A1-A2-B-D-F-U3
				96309	A1-A2-B-M-V-W	96516	A1-A2-B-D-F
				96310	A1-A2-B-M-W	96517	A1-A2-B-F-U3-V
				96319	A1-A2-B-M-W		

APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions
96520	A1-A2-B-F-N-U3-V	96552	A1-A2-B	96610	A1-A2-B-V	96663	A1-A2-B-F-F1-R-R1-V
96521	A1-A2-B-F-N-U3	96553	A-A1-A2-B-F-F1-H-M-U	96611	A1-A2-B-V	96664	A1-A2-B-V
96522	A1-A2-B-F-N-U	96554	A-A1-A2-B-H-M-U	96612	A1-A2-B-F-F1-R-R1-V	96665	A1-A2-B-V
96530	A-A1-A2-B-F-F1-H-H1-M-N-U-V	96555	A1-A2-B-F-M-V	96613	A-A1-A2-B-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1	96666	A1-A2-B-V
96531	A-A1-A2-B-F-F1-H-M-N-U-V	96557	A1-A2-B-F-M-V	96614	A-A1-A2-B-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1	96667	A1-A2-B-F-F1-R-R1-V
96532	A-A1-A2-B-H-J-L-M-N-T-U-V	96562	A-A1-A2-B-B2-C-C1-D-E2-E3-F-F1-H-H1-I-L-M-N-R-T-V-Z-Z1	96615	A1-A2-B-F-F1-R-R1-V	96668	A1-A2-B-F-F1-R-R1-V
96534	A-A1-A2-B-F-U	96577	A-A1-A2-B-F-H-M-N-U	96616	A1-A2-B-F-F1-R-R1-V	96669	A1-A2-B-F-F1-R-R1-V
96535	A-A1-A2-B-F-V	96578	A1-A2-B-B2-F1-H-J-N-R	96617	A1-A2-B-F-F1-R-R1-V	96670	A1-A2-B-V
96537	A1-A2-B-V	96595	A1-A2-B-V	96619	A1-A2-B-V	96671	A1-A2-B-F-F1-R-R1-V
96538	A1-A2-B-V	96598	A1-A2-B-N-V	96620	A1-A2-B-F-F1-R-R1-V	96672	A1-A2-B-F-F1-R-R1-V
96540	A1-A2-B-V	96599	A1-A2-B-N-V	96621	A1-A2-B-V	96673	A1-A2-B-V
96541	A1-A2-B-V	96601	A1-A2-B-V	96622	A1-A2-B-F-F1-R-R1-V	96674	A1-A2-B-F-F1-R-R1-V
96542	A1-A2-B-V	96602	A1-A2-B-V	96624	A1-A2-B-F-F1-R-R1-V	96675	A1-A2-B-F-F1-R-R1-V
96543	A1-A2-B-P-V	96603	A1-A2-B-V	96628	A1-A2-B-F-F1-R-R1-V	96677	A1-A2-B-F-F1-R-R1-V
96544	A1-A2-B-F-N-U3-V	96604	A1-A2-B-V	96629	A1-A2-B-F-F1-R-R1-V	96678	A1-A2-B-F-F1-R-R1-V
96546	A1-A2-B-F-U3	96605	A1-A2-B-V	96643	A1-A2-B-F-F1-R-R1-V	96679	A1-A2-B-F-F1-R-R1-V
96548	A-A1-A2-B-H-M-U	96606	A1-A2-B-V	96644	A1-A2-B-F-F1-R-R1-V	96681	A1-A2-B-V
96549	A-A1-A2-B-H-M-U	96607	A1-A2-B-V	96650	A1-A2-B-F-F1-R-R1-V	96682	A1-A2-B-V
96550	A-A1-A2-B-H-M-U-V	96608	A1-A2-B-V	96657	A1-A2-B-F-F1-R-R1-V	96683	A1-A2-B-V
96551	A-A1-A2-B-H-M-N-U	96609	A1-A2-B-V	96660	A1-A2-B-F-F1-R-R1-V	96686	A1-A2-B-V
				96661	A1-A2-B-F-F1-R-R1-V	96687	A1-A2-B-V
				96662	A1-A2-B-F-F1-R-R1-V	96698	A1-A2-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

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**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.

**A2.** APO/FPO/DPO addresses shall not include a city and/or country name.

**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 601.12.1.1. 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 601.12.1.1h 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 mailable under DMM 601.12.7, 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.

**U4.** Mail addressed to Box C is limited to 2 pounds, regardless of class.

**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.

September 2012

## Have You Seen Any of These Missing Children?

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



**Name:** Chantel Bailey  
**Born:** 11-21-95  
**Date Missing:** 7-22-12  
**Missing From:** Van Nuys, CA



**Name:** Shilo Crain  
**Born:** 11-19-07  
**Date Missing:** 8-1-12  
**Missing From:** Norman, AR



**Name:** Keiosha Felix  
**Born:** 4-8-97  
**Date Missing:** 4-30-12  
**Missing From:** Duson, LA



**Name:** Phillip Harpool  
**Born:** 2-3-95  
**Date Missing:** 7-17-12  
**Missing From:** Decatur, IL

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

### Missing Children Poster Display Instructions

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

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

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

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

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

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

September 2012

## Have You Seen Any of These Missing Children?

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



**Name:** Morgan Martin  
**Born:** 12-1-94  
**Date Missing:** 7-25-12  
**Missing From:** St. Petersburg, FL



**Name:** Bobbie McKnight  
**Born:** 9-2-95  
**Date Missing:** 7-18-12  
**Missing From:** Park Forest, IL



**Name:** Scarlett Murley  
**Born:** 6-7-95  
**Date Missing:** 7-28-12  
**Missing From:** Bossier City, LA



**Name:** Christy Pfister  
**Born:** 11-12-96  
**Date Missing:** 7-26-12  
**Missing From:** Las Vegas, NV



**Name:** Brittany Robinson  
**Born:** 1-27-98  
**Date Missing:** 6-14-12  
**Missing From:** Mobile, AL

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

### Missing Children Poster Display Instructions

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

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**September 2012**

## Have You Seen Any of These Missing Children?

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



**Name:** Alexandra Saunders  
**Born:** 9-10-94  
**Date Missing:** 7-27-12  
**Missing From:** Panama City, FL



**Name:** Antwanette Thompson  
**Born:** 5-30-96  
**Date Missing:** 7-28-12  
**Missing From:** Rockford, IL



**Name:** Luke Turner  
**Born:** 12-27-09  
**Date Missing:** 7-3-12  
**Missing From:** Longmont, CO



**Name:** Dominic Wethington  
**Born:** 11-18-94  
**Date Missing:** 7-23-12  
**Missing From:** Beaver Dam, WI

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

### Missing Children Poster Display Instructions

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

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

## Stamp Announcement 12-49: Santa and Sleigh



© 2011 USPS

On October 11, 2012, in New York, NY, at the Mega Stamp Show, the Postal Service™ will issue the *Santa and Sleigh* First-Class Mail® stamps (Forever® stamp, priced at 45 cents) in four designs in a pressure-sensitive adhesive (PSA) booklet of 20 stamps (Item 679800).

The stamps will go on sale nationwide October 11, 2012.

The U.S. Postal Service's® holiday stamps for 2012 feature a "classic" image of Santa and his reindeer circling around snow-covered rooftops. The scene is composed of four different stamp designs in two rows of two stamps each. Art director Howard E. Paine worked with illustrations by Paul Rogers in creating these gems. And this year, Operation Santa observes its 100<sup>th</sup> anniversary! Designed to make sure Santa visits children who might not otherwise have any gifts at Christmas, postal employees and citizens may register at any participating U.S. Post Office and read letters to Santa from participating boys and girls, then select a letter and provide gifts for the writer. For more information, go to <http://www.operationlettertosanta.com/>.

**Distribution: Item 679800, Santa and Sleigh First-Class Mail (Forever priced at 45 cents) PSA Booklet of 20 Stamps**

Stamp distribution offices (SDOs) and stamp distribution centers (SDCs) will receive their standard automatic distribution quantity for a PSA booklet stamp. Distributions are rounded up to the nearest master carton size of 4,000 booklets.

**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 September 27, 2012.

**Additional Supply**

Post Offices requiring additional quantities of Item 679800 must requisition them from their designated SDO/SDC *after the first day of issue* using PS Form 17, *Stamp Requisition/Stamp Return*.

**Sales Policy**

All Post Offices should maintain a sufficient inventory level of this item 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™, 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:

Santa and Sleigh Stamp Booklet  
Postmaster  
421 Eighth Ave., Rm. 2029B  
New York, NY 10199-9998

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 December 11, 2012.

**How to Order First-Day Covers**

The Postal Service 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*, online at [www.usps.com/shop](http://www.usps.com/shop), or by calling 800-782-6724. Customers may request a free catalog by calling 800-782-6724 or writing to:

U.S. Postal Service  
Catalog Request  
PO Box 219014  
Kansas City, MO 64121-9014

## Philatelic Products

There are eight philatelic products available for this stamp issue:

- 679863\*, First-Day Cover Set of 4, \$3.56.
- 679868\*, Digital Color Postmark Set of 4, \$6.40
- 679872, Letters to Santa Children's Book, \$9.99.
- 679884, Uncut Press Sheet (without die cut), \$90.00. (Print Quantity of 5,000)
- 679886, Uncut Press Sheet (mini-sheet) without die cut, \$27.00. (Print Quantity of 5,000)
- 679891\*, Ceremony Program (random single), \$6.95.
- 679899\*, Cancellation Keepsake (DCP Set of 4 w/ Pane) \$15.95.
- 891213, Letters to Santa Holiday Ornament, \$14.99.

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>Santa and Sleigh</i>
Item Number:	679800
Denomination & Type of Issue:	First-Class Mail Forever
Format:	Double-sided Booklet of 20 (4 designs)
Series:	<i>Holiday Celebrations</i>
Issue Date & City:	October 11, 2012, New York, NY 10199 (Mega Stamp Show)
Designer:	Howard E. Paine, Delaplane, VA
Typographer:	Howard E. Paine, Delaplane, VA
Art Director:	Howard E. Paine, Delaplane, VA
Artist:	Paul Rogers, Pasadena, CA
Modeler:	Joseph Sheeran
Manufacturing Process:	Offset, Microprint, "USPS"
Printer:	Ashton Potter (USA) Ltd. (APU)
Printed at:	Williamsville, NY
Print Quantity:	750 million stamps
Processed at:	Ashton Potter (USA) Ltd.
Press Type:	Mueller Martini, A76
Stamps per Booklet:	20
Paper Type:	Nonphosphored, Type III
Adhesive Type:	Pressure-sensitive
Colors:	Black, Cyan, Magenta, Yellow
Stamp Orientation:	Horizontal
Image Area (w x h):	1.05 x 0.77 in./26.67 x 19.56 mm
Overall Size (w x h):	1.19 x 0.91 in./30.23 x 23.11 mm
Booklet Size (w x h):	2.38 x 5.76 in./60.45 x 146.30 mm
Plate Size:	880 stamps per revolution
Plate Numbers:	"P" followed by four (4) single digits
Marginal Markings:	
Cover Side:	Header: "SANTA and SLEIGH" • Twenty First-Class Forever® Stamps • Barcode (015645 679801) • © 2011 USPS in peel strip area • Plate block number in peel strip area

— Stamp Services,  
Marketing and Sales, 9-6-12

## Stamp Announcement 12-50: Holy Family



© 2011 USPS

On October 11, 2012, in New York, New York, at the Mega Stamp Show, the Postal Service™ will issue the *Holy Family* First-Class Mail® stamp (Forever® stamp, priced at 45 cents) in one design in a pressure-sensitive adhesive (PSA) booklet of 20 stamps (Item 679900).

The stamp will go on sale nationwide October 11, 2012.

The *Holy Family* stamp celebrates Christmas with a scene from the Nativity story that reminds us of the joys of the season: family, togetherness, and the birth of Jesus. The stamp art depicts Joseph leading a donkey that carries Mary and the baby Jesus, guided by a star shining in the twilight of a desert sky. Art director William J. Gicker, designer Greg Breeding, and illustrator Nancy Stahl created this evocative new image of the *Holy Family*.

**Distribution: Item 679900, Holy Family First-Class Mail (Forever priced at 45 cents) PSA Booklet of 20 Stamps**

Stamp distribution offices (SDOs) and stamp distribution centers (SDCs) will receive their standard automatic distribution quantity for a PSA booklet stamp. Distributions are rounded up to the nearest master carton size of 4,000 booklets.

### 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 September 27, 2012.

### Additional Supply

Post Offices requiring additional quantities of Item 679900 must requisition them from their designated SDO/SDC *after the first day of issue* using PS Form 17, *Stamp Requisition/Stamp Return*.

### Sales Policy

All Post Offices should maintain a sufficient inventory level of this item 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™, 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:

Holy Family Stamp Booklet  
Postmaster  
421 Eighth Ave., Rm. 2029B  
New York, NY 10199-9998

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 December 11, 2012.

### How to Order First-Day Covers

The Postal Service 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*, online at [www.usps.com/shop](http://www.usps.com/shop), or by calling 800-782-6724. Customers may request a free catalog by calling 800-782-6724 or writing to:

U.S. Postal Service  
Catalog Request  
PO Box 219014  
Kansas City, MO 64121-9014

## Philatelic Products

There are six philatelic products available for this stamp issue:

- 679961\*, First Day Cover, \$0.89.
- 679965\*, Digital Color Postmark, \$1.60.
- 679984, Uncut Press Sheet (without die cut), \$90.00. (Print Quantity of 5,000)
- 679986, Uncut Press Sheet (mini-sheet) without die cut, \$27.00. (Print Quantity of 5,000)
- 679991\*, Ceremony Program, \$6.95.
- 679999\*, Cancellation Keepsake (DCP 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>Holy Family</i>
Item Number:	679900
Denomination & Type of Issue:	First-Class Mail Forever
Format:	Doubled-sided Booklet (1 design)
Series:	N/A
Issue Date & City:	October 11, 2012, New York, NY 10199 (Mega Stamp Show)
Designer:	Greg Breeding, Charlottesville, VA
Art Director:	William J. Gicker, USPS
Typographer:	Greg Breeding, Charlottesville, VA
Artist:	Nancy Stahl, New York, NY
Modeler:	Donald Woo
Manufacturing Process:	Offset/Microprint "USPS"
Engraver:	N/A
Printer:	Banknote Corporation of America, Inc./SSP
Printed at:	Browns Summit, NC
Press Type:	Alprinta, 74
Stamps per Booklet:	20
Print Quantity:	400 million stamps
Paper Type:	Phosphor Tagged
Adhesive Type:	Pressure-sensitive
Processed at:	Unique Binders, Fredericksburg, VA
Stamp Orientation:	Vertical
Image Area (w x h):	0.71 x 1.03 in./19.05 x 26.16 mm
Stamp Size (w x h):	0.91 x 1.19 in./23.11 x 30.22 mm
Booklet Size (w x h):	5.74 x 2.35 in./145.80 x 59.69 mm
Colors:	PMS 8520 (Gold), Cyan, Magenta, Yellow, Black
Plate Size:	480 stamps per revolution
Plate Numbers:	"S" followed by five (5) single digits
Marginal Markings:	
Front Cover:	Header: "HOLY FAMILY" • Twenty First-Class Forever® Stamps • Barcode (015645 679900) • © 2011 USPS • Plate numbers in peel strip area

— Stamp Services,  
Marketing and Sales, 9-6-12

## Update: Four Flags Stamp Issue City Change

In the article "Stamp Announcement 12-46: Four Flags" in *Postal Bulletin* 22343 (8-9-12, pages 45–46), the issue city of the stamp is now incorrect. The updated information is given here in bold.

The issue city will now be **Humble, TX**, instead of Washington, DC, and the first-day-of-issue postmark address should be as follows:

**Four Flags ATM Booklet of 18 Stamps**  
**Postmaster**  
**1202 E. First St.**  
**Humble, TX 77338-9998**

— Stamp Services,  
Marketing and Sales, 9-6-12

## 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.

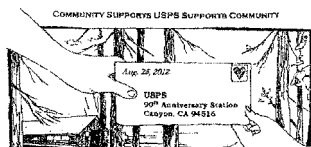
Customers can also send stamped envelopes and postcards without addresses for postmark, as long as they supply a larger envelope with adequate postage and their return address. After applying the pictorial postmark, the Postal Service returns the items (with or without addresses) under addressed protective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

The following pictorial postmarks have been extended for 30 days:



August 19, 2012

*United States Postal Service*  
Indianapolis GP Station  
Postmaster  
125 W. South Street  
Indianapolis, IN 46206-9998



August 25, 2012

*Canyon Community Association*  
90th Anniversary Station  
Postmaster  
PO Box 9998  
Canyon, CA 94516-9998



August 25, 2012

*United States Postal Service*  
Dragon Wagon Station  
Postmaster  
1500 N. Elm Avenue  
Jackson, MI 49201-1744



August 27, 2012

*United States Postal Service*  
MSGT Daniel L. Fedder Station  
Postmaster  
PO Box 9998  
Pine City, MN 55063-9998



August 29, 2012

*Merrick Mint*  
National Park Station  
Postmaster  
PO Box 9998  
Hawaii National Park, HI 96718-9997



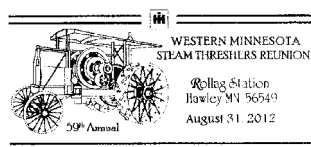
August 29, 2012

*United States Postal Service*  
Quarter Launch Station  
Postmaster  
PO Box 9998  
Hawaii National Park, HI 96718-9997



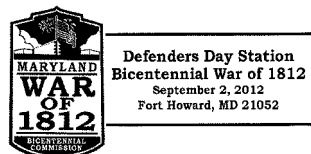
August 30, 2012

*Romeo Peach Festival*  
Romeo Peach Festival Station  
Postmaster  
119 Church Street  
Romeo, MI 48065-9998



August 31–September 3, 2012

*United States Postal Service*  
Rollag Station  
Postmaster  
206 Main Avenue  
Colfax, ND 58018-9998



September 2, 2012

*Dundalk-Patapsco Neck, Historical Society*  
Defenders Day Station  
Postmaster  
PO Box 9998  
Fort Howard, MD 21052-9998

**USS LOUISIANA SSBN-743**  
**13th Anniversary Station**  
**6 September 2012**  
**Keyport, WA 98345**



September 6, 2012

*United States Postal Service*  
15th Anniversary Station  
Postmaster  
PO Box 9998  
Keyport, WA 98345-9998



September 7, 2012

*United States Postal Service*  
Battle of Middle Creek  
Station  
Postmaster  
PO Box 9998  
Blue River, KY 41607-9998



**Seymour Merchant's Assn**  
**40th Apple Festival**  
**Sept 6, 2012**  
**Apple Festival Station**  
**Seymour, MO 65746**

September 6, 2012

*Seymour Merchants Association*  
Apple Festival Station  
Postmaster  
218 W. Washington  
Seymour, MO 65746-9998



September 7, 2012

*Greene Historical Society*  
Civil War Station  
Postmaster  
11 S. Canal Street  
Greene, NY 13778-9998



September 8, 2012  
*Boy Scouts of America  
 Local Chapter*  
 War of 1812 Station  
 Postmaster  
 10 Miller Street  
 Plattsburgh, NY  
 12901-9998



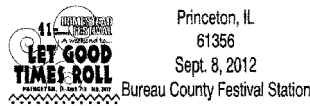
September 8, 2012  
*New Salem General Store*  
 Hilltown Brewfest Station  
 Postmaster  
 410 Daniel Shays Highway  
 New Salem, MA  
 01355-9998



September 8, 2012  
*United States Postal Service*  
 Pony Express Mail Run  
 Station  
 Postmaster  
 8988 N. Main Street  
 Canaan, IN 47224-9998



September 8, 2012  
*Septemberfest Committee*  
 Septemberfest Station  
 Postmaster  
 220 S. Broadway  
 Pennsville, NJ 08070-9998



September 8, 2012  
*Homestead Festival  
 Committee*  
 Bureau County Festival  
 Station  
 Postmaster  
 326 S. Main Street  
 Princeton, IL 61356-9998



September 8, 2012  
*Heritage Village Committee*  
 Heritage Village Station  
 Postmaster  
 PO Box 9998  
 Mountain Lake, MN  
 56159-9998



September 8, 2012  
*Lusk Pony Express*  
 Hat Creek Stage Station  
 Postmaster  
 PO Box 9998  
 Lusk, WY 82225-9998



September 8, 2012  
*Joe DiMaggio Children's  
 Hospital*  
 JDCH Station  
 Postmaster  
 1801 Polk Street  
 Hollywood, FL 33020-9998



September 8, 2012  
*Eastham Chamber of  
 Commerce*  
 Windmill Weekend Station  
 Postmaster  
 50 Brackett Road  
 North Eastham, MA  
 02651-9998



September 8-9, 2012  
*Maryland Civil War Trails*  
 Maryland My Maryland  
 Postmaster  
 5 Potomac Street  
 Boonsboro, MD  
 21713-9998



September 9, 2012  
*Mindoro Lions Club*  
 Spanferkel Station  
 Postmaster  
 PO Box 9998  
 Mindoro, WI 54644-9998



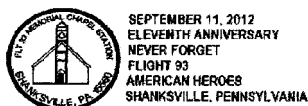
September 14, 2012  
*Maryland Civil War Trails*  
 Battle of South Mountain  
 Postmaster  
 7227 Hollow Road  
 Middletown, MD  
 21769-9998



September 11, 2012  
*United States Postal Service*  
 30th Anniversary Station  
 Postmaster  
 PO Box 9998  
 Keyport, WA 98345-9998



September 14, 2012  
*West Salem Historical Society*  
 Garland Days Station  
 Postmaster  
 PO Box 9998  
 West Salem, WI 54669-9998



September 11, 2012  
*Flight 93 Memorial Chapel, Inc.*  
 Flight 93 Memorial Chapel  
 Station  
 Postmaster  
 442 Stutzmantown Road  
 Shanksville, PA 15560-9998



September 14, 2012  
*Maryland Civil War Trails*  
 Battle of South Mountain  
 Station  
 Postmaster  
 5 Potomac Street  
 Boonsboro, MD  
 21713-9998



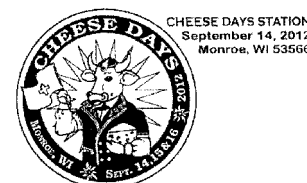
September 13, 2012  
*GFWC Williamstown Women's Club*  
 Williamstown Wetlands  
 Station  
 Postmaster  
 PO Box 9998  
 Williamstown, WV  
 26187-9998



September 14, 2012  
*Maryland Civil War Trails*  
 Sesquicentennial Station  
 Postmaster  
 5 Potomac Street  
 Boonsboro, MD  
 21713-9998



September 14, 2012  
*Baltimore Civil War Museum*  
 Battle of South Mountain  
 Postmaster  
 8 Main Street  
 Burkittsville, MD  
 21718-9998

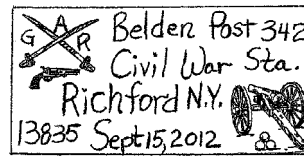


September 14-15, 2012  
*Green County Cheese Days Committee*  
 Cheese Days Station  
 Postmaster  
 PO Box 9998  
 Monroe, WI 53566-9998



September 14-16, 2012

Murray County Antique  
Tractor & Implement Assoc.  
MACATIA Station  
Postmaster  
1100 W. Second Street  
Sulphur, OK 73086-9998



September 15, 2012

Richford Historical Society  
Civil War Station  
Postmaster  
13299 State Route 38  
Richford, NY 13835-9998



Houlton Band  
of Maliseet Indians  
Recognition Day  
Station  
Houlton, ME 04730  
September 15, 2012

September 15, 2012

Houlton Band of Maliseet  
Indians  
Recognition Day Station  
Postmaster  
39 Court Street  
Houlton, ME 04730-9998

6TH ANNUAL  
FAYETTEVILLE FESTIVAL  
VILLAGE OF FAYETTEVILLE  
STATION  
SEPTEMBER 15, 2012  
FAYETTEVILLE, NY 13066



September 15, 2012

Village of Fayetteville  
Village of Fayetteville  
Station  
Postmaster  
599 East Genesee Street  
Fayetteville, NY 13066



September 15, 2012

Tri-Centennial Committee  
300th Anniversary Station  
Postmaster  
1 Leacock Road  
Paradise, PA 17562-9998

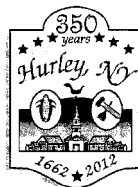


Lowell Bicentennial Celebration  
History Fair Station  
September 15, 2012  
Lowell VT 05847

September 15, 2012

Lowell Bicentennial  
Celebration  
History Fair Station  
Postmaster  
PO Box 9998  
Lowell, VT 05847-9998

September 15, 2012  
Hurley Station  
Hurley, New York  
12443



September 15, 2012

United States Postal Service  
Hurley Station  
Postmaster  
PO Box 9998  
Hurley, NY 12443-9998



September 15, 2012

Spirit of the Dance Pow  
Wow  
Spirit of the Dance Pow  
Wow Station  
Postmaster  
801 Johnson Avenue  
Stuart, FL 34994-9998



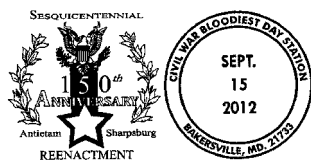
September 15, 2012

United States Postal Service  
Ionia Fall Festival Station  
Postmaster  
8289 CR 14  
Ionia, NY 14475-9998



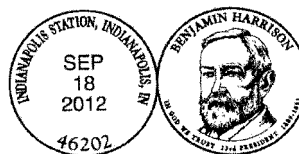
September 15-16, 2012

White Covered Bridge  
Association  
White Bridge Station  
Postmaster  
PO Box 9998  
Gerards Fort, PA  
15334-9998



September 15–16, 2012

*Civil War Heritage*  
Civil War Bloodiest Day  
Station  
Postmaster  
5 Potomac Street  
Boonsboro, MD  
21713-9998



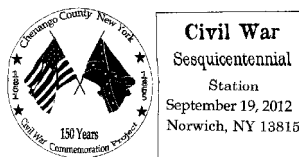
September 18, 2012

*Unicover Corporation*  
Indianapolis Station  
Postmaster  
456 N. Meridian Street  
Indianapolis, IN 46202-9998



September 15–17, 2012

*Hagerstown Stamp Club*  
Sharpsburg Station  
Postmaster  
118 East Chapline Street  
Sharpsburg, MD  
21782-9998



September 19, 2012

*Oxford Town/Village Historian*  
Sesquicentennial Station  
Postmaster  
20–22 E. Main Street  
Norwich, NY 13815-9998



September 16, 2012

*United States Postal Service*  
250th Anniversary Parade  
Station  
Postmaster  
38 Elm Street  
Baldwinville, MA  
01436-9998

September 19, 2012  
**Tampa Bay PCC  
STATION**  
Tampa, FL 33623



September 19, 2012

*Tampa Bay Postal Customer Council*  
Tampa Bay PCC Station  
Postmaster  
3501 Bessie Coleman Blvd.  
Tampa, FL 33630-9998

— Stamp Services,  
Marketing and Sales, 9-6-12

## 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 post-

marked 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.

**Major League Baseball All-Stars Stamp**

Postmaster  
40 Main Street  
Cooperstown, NY 13326-9998

September 20, 2012

**Black and White Pictorial****Major League Baseball All-Stars Stamp**

Postmaster  
40 Main Street  
Cooperstown, NY 13326-9998

September 20, 2012

**Black and White Pictorial****Major League Baseball All-Stars Stamp**

Postmaster  
40 Main Street  
Cooperstown, NY 13326-9998

September 20, 2012

**Digital Color Pictorial****Major League Baseball All-Stars Stamp: Joe DiMaggio Stamp**

Deborah Hart  
Special Events  
380 West 33<sup>rd</sup> Street, Rm. 4032  
New York, NY 10199-9998

September 21, 2012

**Black and White Pictorial****Major League Baseball All-Stars Stamp: Joe DiMaggio Stamp**

Deborah Hart  
Special Events  
380 West 33<sup>rd</sup> Street, Rm. 4032  
New York, NY 10199-9998

September 21, 2012

**Digital Color Pictorial**

**Major League Baseball All-Stars****Stamp: Larry Doby Stamp**

2200 Orange Avenue, Room 206  
Cleveland, OH 44101-9996

September 21, 2012

**Black and White Pictorial**

**Major League Baseball All-Stars****Stamp: Larry Doby Stamp**

2200 Orange Avenue, Room 206  
Cleveland, OH 44101-9996

September 21, 2012

**Digital Color Pictorial**

**Major League Baseball All-Stars****Stamp: Willie Stargell Stamp**

Philatelic Clerk  
700 Grant Street, Suite A  
Pittsburgh, PA 15219-9998

September 21, 2012

**Black and White Pictorial**

**Major League Baseball All-Stars****Stamp: Willie Stargell Stamp**

Philatelic Clerk  
700 Grant Street, Suite A  
Pittsburgh, PA 15219-9998

September 21, 2012

**Digital Color Pictorial**

**Major League Baseball All-Stars****Stamp: Ted Williams Stamp**

Retail Department  
Greater Boston District  
25 Dorchester Avenue, Rm. 3011  
Boston, MA 02205-9600

September 21, 2012

**Black and White Pictorial**

**Major League Baseball All-Stars****Stamp: Ted Williams Stamp**

Retail Department  
Greater Boston District  
25 Dorchester Avenue, Rm. 3011  
Boston, MA 02205-9600

September 21, 2012

**Digital Color Pictorial**

**Innovative Choreographers Stamp**

Los Angeles District  
7001 S. Central Avenue  
Los Angeles, CA 90052-9998

September 28, 2012

**Digital Color Pictorial**

**Innovative Choreographers Stamp**

Los Angeles District  
7001 S. Central Avenue  
Los Angeles, CA 90052-9998

September 28, 2012

**Digital Color Pictorial**

**Innovative Choreographers Stamp**

Los Angeles District  
7001 S. Central Avenue  
Los Angeles, CA 90052-9998

September 28, 2012

**Digital Color Pictorial**

**Innovative Choreographers Stamp**

Los Angeles District  
7001 S. Central Avenue  
Los Angeles, CA 90052-9998

September 28, 2012

**Digital Color Pictorial**

**Flags of Our Nation Stamp**

[Address unavailable at time of publication]

October 16, 2012

**Black and White Pictorial**

**Flags of Our Nation Stamp**

[Address unavailable at time of publication]

October 16, 2012

**Digital Color Pictorial**

**Edgar Rice Burroughs Stamp**

Tarzana Post Office  
5609 Yolanda Avenue  
Tarzana, CA 91356-9998

October 17, 2012

**Black and White Pictorial**

**Edgar Rice Burroughs Stamp**

Tarzana Post Office  
5609 Yolanda Avenue  
Tarzana, CA 91356-9998

October 17, 2012

**Digital Color Pictorial****The War of 1812: USS Constitution Stamp**

Postmaster  
25 Dorchester Avenue  
Boston, MA 02205-9998

October 18, 2012

**Black and White Pictorial****The War of 1812: USS Constitution Stamp**

Postmaster  
25 Dorchester Avenue  
Boston, MA 02205-9998

October 18, 2012

**Digital Color Pictorial****O. Henry Stamp**

Greensboro Main Office  
201 N. Murrow Blvd.  
Greensboro, NC 27420-9998

November 12, 2012

**Digital Color Pictorial****Earthscapes Stamps**

Special Cancellations  
PO Box 92282  
Washington, DC 20090-2282

December 2, 2012

**Digital Color Pictorial****Santa and Sleigh Stamp Booklet**

Postmaster  
421 Eighth Ave., Rm. 2029B  
New York, NY 10199-9998

December 11, 2012

**Digital Color Pictorial**

## Supply Management

### USPS Headquarters Managers and Field Installation Heads: Follow-up Action for the August 2012 Semi-Annual Capital Property Review

The August 2012 Semi-Annual Capital Property Review has concluded. All field offices and Headquarters departments that submitted a Semi-Annual Capital Property Certification report with adjustments (items not found) are reminded to review the September Property Changes for the Month (PCFM) report to verify that the adjustment(s) were made. The PCFM report is available from the Electronic Data Warehouse (EDW). Attach the PCFM report to the office copy of the Semi-Annual Capital Property Certification report to document that the adjustment(s) were processed correctly.

The verification of adjustments with the PCFM report is an important Sarbanes-Oxley Act (SOX) control and is subject to audit. If you need assistance with the report, contact the supporting Asset Accountability Service Center (AASC) at [http://blue.usps.gov/purchase/assetmgnt/am\\_aasc\\_home.htm](http://blue.usps.gov/purchase/assetmgnt/am_aasc_home.htm).

— Asset Management Performance & Accountability,  
Supply Management, 9-6-12

## Sustainability

### Standard Operating Procedure: Recycling Small Dry-Cell Batteries

This updated standard operating procedure (SOP) revises the guidance issued in the May 17, 2012, *Postal Bulletin* (PB 22337, page 76) that addresses the recycling of larger volt dry-cell batteries.

The purpose of this SOP is to establish processes for handling and recycling dry-cell rechargeable and nonrechargeable batteries through the Mail Recovery Center (MRC) in Atlanta, in accordance with Postal Service™ policies and universal waste-management regulations. Federal environmental regulations require that all universal waste be recycled. This SOP establishes methods for recycling small dry-cell batteries at all Postal Service operations and requires all employees to follow approved disposal and recycling procedures for used batteries.

Universal waste is a subcategory of hazardous waste that is subject to less restrictive environmental regulations, as long as it is recycled.

Certain types of batteries are considered hazardous because they contain heavy metals or corrosive electrolyte solutions. These include (but are not limited to) nickel-cadmium (Ni-Cd), nickel-metal hydride (NiMH), lithium (Li) or lithium ion (Li-ion), lithium polymer (Li-poly), silver oxide,

and other small dry-cell batteries. When these batteries die, they must be handled as universal waste.

**Exception:** Lead-acid automotive batteries and sealed lead-acid emergency batteries are designated as universal waste but are *not* authorized for recycling under this instruction (see article on page 67).

### Common Postal Service Dry-Cell Batteries

The pictures here show common types of batteries:

- Ni-Cd and NiMH batteries (see Exhibits A and B on page 64) are used in cell phones, pagers, cameras, and power tools.
- Li-ion batteries (see Exhibit C, on page 64) are used in some cell phones, laptops, and cameras and in all Intelligent Mail Data Acquisition System (IMDAS) scanners.
- Lithium batteries are used in cameras and other electronic devices that don't require rechargeable batteries.
- Silver oxide batteries (see Exhibit D on page 64) are used in watches, laptops, and other devices that require button-cell batteries.

**Exhibit A, Power Tool Batteries (Ni-Cd and NiMH)****Exhibit D, Silver Oxide Button Batteries****Exhibit E, Alkaline/Dry Cell Batteries****Exhibit B, Ni-Cd Batteries in a Sealed Package****Exhibit C, IMDAS Lithium Ion Batteries****Exhibit F, Emergency Lighting — Small, Sealed Lead Acid Battery**

## Exhibit G, Sealed Acid Batteries



### Rechargeable Batteries

Approximately 70 percent of the batteries used by the Postal Service are rechargeable, and a majority of these are Ni-Cd, Li-ion (secondary lithium), and sealed lead acid.

## Management and Disposal of Used Batteries Less Than or Equal to 9 Volts

### Requirements

When an inoperable battery is removed from a piece of equipment, determine what type it is and follow the management guidelines for disposing of it. There are three primary types of batteries, each with specific handling requirements:

- Alkaline batteries (see Exhibit E on page 64) — considered nonhazardous.
- Sealed lead-acid batteries (see Exhibits F and G on pages 64–65) — not covered in this document and *not* authorized to be recycled under this instruction.
- All other dry-cell batteries — handle as universal waste.

Except for Li-ion IMDAS batteries, which have specific mailing requirements, alkaline batteries, and other universal-waste, small dry-cell batteries should be recycled according to the following shipping procedures. (See *Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM®)* for Li-ion-battery shipping instructions, including the requirement that no more than three Li-ion rechargeable batteries be mailed together.)

### Disposal of Used Batteries Greater Than 9 Volts

Batteries greater than 9 volts (e.g., 12-volt, 14-volt, 16-volt, 18-volt, and 24-volt) or with different chemistries must not be combined with mixed batteries of less than or equal to 9-volt batteries. Voltage batteries larger than 9-volts of the same type must be packaged and shipped separately from smaller mixed batteries. Follow the mailing procedures

outlined below when sending 9-voltage or greater batteries to the MRC.

### Procedures

1. Select a small, sturdy cardboard box or ReadyPost® box if a used box is not available. (ReadyPost boxes can be obtained from the Post Office's retail area.) If opting for a used box, remove or cover all barcodes.
2. Place up to 15 pounds of dry-cell batteries into the box, and pack them securely with paper. To prevent short circuits, tape all battery terminals so that they don't have contact with one another.
3. Tape the box shut.
4. Print the following address on a G-10 label:  
USPS MAIL RECOVERY CENTER  
BATTERY RECYCLING PROGRAM  
5345 FULTON INDUSTRIAL BLVD SW  
ATLANTA GA 30378-2400
5. Place the G-10 label on the box.
6. Place Label 127, *Surface Transportation Only*, on the box.
7. Write "PP" on all surfaces to indicate the box is being shipped by Parcel Post®.
8. Put your return address on the box and ship it.

**Do not use Priority Tape or Priority Mail® Boxes.**

**Never ship damaged batteries!** Batteries that are leaking, burned, cracked, melted, or otherwise damaged must be recycled locally.

### Battery Disposal Record

Keep records of the batteries you send to the MRC. A sample recordkeeping table is shown below:

Battery Type	Number of Batteries	Date Sent to MRC	Other Information

### Contact Information

Contact the Office of Sustainability with any questions about onsite, universal waste-management procedures. You can find guidance on proper battery storage and labeling on the Office of Sustainability website at <http://blue.usps.gov/sustainability/>.

— Sustainability Office, Deputy Postmaster General and Customer Asset Fulfillment, Supply Management, 9-6-12

## Standard Operating Procedure: Recycling Rechargeable Lithium-Ion Batteries

The purpose of this standard operating procedure (SOP) is to establish processes for handling and recycling lithium-ion batteries used in the Intelligent Mail Data Acquisition System (IMDAS) through the Battery Recycling Program in Tampa, Florida, in accordance with Postal Service™ policies and universal waste-management regulations. This SOP establishes methods for recycling IMDAS lithium-ion batteries throughout the Postal Service. All employees are required to follow approved disposal and recycling procedures for used batteries.

*Universal waste* is a subcategory of hazardous waste that is subject to less restrictive environmental regulations, as long as it is recycled. Federal environmental regulations require that all universal waste be recycled.

Certain types of batteries are considered hazardous because they contain heavy metals or corrosive electrolyte solutions. These include (but are not limited to) lithium (Li) or lithium-ion (Li-ion) and lithium polymer (Li-poly). When these batteries die, they must be handled as universal waste.

**Exception:** Lead-acid automotive batteries, industrial vehicle batteries, and sealed lead-acid emergency batteries are designated as universal waste, but are not covered by this SOP. In addition, dry cell batteries, which are **not** considered universal waste, are not authorized for recycling under this SOP. For guidance on recycling dry-cell batteries, see the article “Standard Operating Procedure: Recycling Small Dry-Cell Batteries” on pages [63–65](#). For guidance on recycling vehicular lead-acid batteries, see the article “Standard Operating Procedure: Recycling Vehicular Lead-Acid Batteries” on pages [67–69](#).

### Management and Disposal of IMDAS Lithium-Ion Batteries

#### Requirements

When an inoperable IMDAS battery is removed from a piece of equipment, make sure that the battery is *Out of Warranty*, which is 17 months past the printed date or expiration date. Put a slash across the battery to identify it as “Inoperable,” and place tape over the terminals.

IMDAS lithium-ion batteries have specific mailing requirements, including the requirement that no more than three Li-ion rechargeable batteries can be mailed together.

Mailing requirements for IMDAS lithium-ion batteries are described in *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®), 601.10.20.8, Lithium Battery Mailability, at [http://pe.usps.com/text/dmm300/601.htm#xd\\_601\\_10\\_20\\_8](http://pe.usps.com/text/dmm300/601.htm#xd_601_10_20_8).

**Note:** The DMM also calls them “Primary Lithium Batteries.”

#### Procedures for Mailing

1. Select a small, sturdy used cardboard box (or a ReadyPost® box if a used box is not available). ReadyPost boxes can be obtained from the retail area of a Post Office™. If opting for a used box, remove or cover all barcodes.
2. Place no more than three IMDAS lithium-ion batteries into the box and pack them securely with paper. To prevent short circuits, tape all battery terminals so that they do not have contact with one another.
3. Tape the box shut. **Do not use Priority Mail® tape or boxes.**
4. Print the following address on a G-10 label:  
Tampa L&DC  
Battery Recycling Program  
1801 Grant St., Ste. 100  
Tampa, FL 33605-6010
5. Print the information below on the bottom of the G-10 label; then highlight it.

PACKAGE CONTAINS LITHIUM-ION  
BATTERIES (NO LITHIUM METALS)

6. Place the G-10 label on the box.
7. Place a Label 127 on the box (Surface Transportation Only).
8. Write “PP” on all surfaces to indicate the box is being shipped by Parcel Post®.
9. Put your facility return address on the box and ship it. **Do not use Priority Mail tape or boxes.**

**Never ship damaged batteries!** Batteries that are leaking, burned, cracked, melted, or otherwise damaged must be recycled locally using a hazardous waste company under contract with the Postal Service.

#### Battery Disposal Record

Keep records of the batteries you send. A sample recordkeeping table is shown below.

Battery Type	No. of Batteries	Date Sent	Other Information

#### Contact Information

Contact the Office of Sustainability with any questions about on-site, universal waste-management procedures. See the Office of Sustainability website at <http://blue.usps.gov/sustainability/> for guidance on proper battery storage and labeling.

## Standard Operating Procedure: Recycling Vehicular Lead-Acid Batteries

The purpose of this standard operating procedure (SOP) is to establish processes for handling and recycling vehicular lead-acid batteries through Exide Technologies (see Exhibit A), in accordance with Postal Service™ policies and universal waste-management regulations. This SOP establishes methods for recycling vehicular lead-acid batteries at all Postal Service vehicle maintenance facilities (VMFs). All VMF employees must follow approved procedures to make sure that lead-acid batteries are disposed of and recycled properly.

*Universal waste* is a subcategory of hazardous waste that is subject to less restrictive environmental regulations, as long it is recycled. Further:

- Federal environmental regulations require that all universal waste be recycled.
- Lead-acid automotive batteries and sealed lead-acid emergency batteries are designated as universal waste.

### Exhibit A, Exide Battery



### Management and Disposal of Lead-Acid Batteries

The Postal Service has a 3-year contract with Exide Technologies (through April 30, 2015). Each VMF is serviced by an Exide branch. (See the contact list on pages [68–69](#).)

- Exide must receive a pickup order 2 days before the scheduled delivery day.
- When Exide makes a recycling pickup, the company uses the Battery Delivery Document (BDD) to record the number of spent battery cores it picks up.
- Both the Exide driver and the VMF employee must verify how many cores are picked up and sign the BDD. This form serves to (a) document Postal Service compliance with federal, state, and local regulations; and (b) provide a record for billing the contractor.

**Never ship damaged batteries!** Batteries that are leaking, burned, cracked, melted, or otherwise damaged must be handled as hazardous waste.

### Contact Information

For guidance on...	Contact:
Proper storage and labeling of batteries	<b>Office of Sustainability:</b> <a href="http://blue.usps.gov/sustainability/">http://blue.usps.gov/sustainability/</a>
Using the contract with Exide Technologies	<b>Exide's Customer Service Team:</b> 800-346-2172 or 800-523-4622, ext. 9138 Email: <a href="mailto:carolyn.hargrove@exide.com">carolyn.hargrove@exide.com</a>
Postal Service contract issues	<b>Postal Service Vehicle CMC:</b> Michael Gehrke 215-863-5054

**Exide Branches****Exide Branches — Alpha by State**

<b>Branch</b>	<b>Name</b>	<b>Street</b>	<b>City</b>	<b>St</b>	<b>ZIP Code</b>	<b>800#</b>	<b>Phone #</b>	<b>Cell #</b>
Anchorage	Gordon Michael	1131 E. 76th Ave., Unit 400	Anchorage	AK	99518		907-344-1390	907-344-1390
Birmingham	Matt Thomas	1910B Woodlands Industrial Dr.	Trussville	AL	35173	800-382-3163	205-956-1132	205-956-1179
Little Rock	Darrell Wright	7821 Doyle Springs Road	Little Rock	AR	72209	800-525-8794	501-568-5590	501-416-5286
Phoenix	Sue Owens	5701 West Latham, #106	Phoenix	AZ	85043	888-278-5511	602-278-5511	602-206-5589
Corona	Adam Sicre	345 Cessna Circle, Suite 101	Corona	CA	92880	800-423-9433	951-520-0677	
Fresno	George Maddox	2935 S. Elm Ave., Suite 104	Fresno	CA	93706	866-536-9299	559-237-2579	559-999-1336
San Francisco/	Mike Fahey	47610 Kato Road	Fremont	CA	94538	866-999-0937	510-785-5055	925-435-6537
Sacramento	Jerry Steudel	1625 W. National Dr., Ste. 110	Sacramento	CA	95834	888-394-3326	916-928-2150	916-871-3603
Denver	Ben Davis	14800 East 35th Place #600	Aurora	CO	80011	800-666-1462	303-289-1777	
Wallingford	Stefan Dynysiuk	78 Rebesch Drive	North Haven	CT	06473	800-875-0063	203-624-6661	518-928-3378
Jacksonville	OPEN	600-1 Suemac Road	Jacksonville	FL	32254	800-966-6061	904-783-1224	
Miami	Richard Halberstadt	10133 USA Today Way	Miramar	FL	33025	866-463-9433	954-433-8349	954-914-2673
Orlando	Danny Holmes	4677 LB Mc Leod Rd., Ste. G	Orlando	FL	32811	800-883-7313	407-648-8100	407-402-7762
Pensacola	Scott Greenberg	4005 N. Pace Blvd.	Pensacola	FL	32505	800-252-2705	850-432-0455	404-285-5158
Atlanta	John Crow	3075 N. Lanier Pkwy.	Decatur	GA	30034	800-767-8122	404-328-0899	404-429-8388
Chicago	Mark Mennet	3950 Sussex Avenue	Aurora	IL	60504	800-252-5698	630-862-2429	815-483-8019
Davenport, IA	Mike Walker	310 3rd Street	Rock Island	IL	61201	800-957-7752	309-793-0103	563-340-3704
Indianapolis	Todd Salzman	5945 W. 84th St., Ste. B	Indianapolis	IN	46278	800-326-7515	317-876-7475	N/A
Salina	Chris Herbst	220 East Berg Rd., Bldg. A	Salina	KS	67401	866-928-8379	785-825-6700	785-201-6006
Baton Rouge	David Cole	11301 Industryplex, Ste. 1	Baton Rouge	LA	70809	800-767-8123	225-296-0284	405-831-8561
Boston	Craig Beattie	196 Vanderbilt Avenue	Norwood	MA	02062	800-451-8200	781-551-9300	860-377-7867
Baltimore	Mark Ball	1585 Sulphur Spring Road	Baltimore	MD	21227	800-201-0225	410-242-9540	404-661-3736
Bangor	Bill Ross	10 Lexington Drive	Hermon	ME	04401	800-842-0082	207-848-8200	207-478-4068
Detroit	Dennis Rons	47087 Cartier Ct.	Wixom	MI	48393	800-273-0374	248-624-3002	734-474-6073
Minneapolis	Wayne Steady	113A 27th Avenue	Minneapolis	MN	55418	888-781-4407	612-781-4407	612-695-4173
St. Louis	Mike Wegner	13738 Rider Trail North	Earth City	MO	63045	800-993-9433	314-770-0505	N/A
Kansas City	Larry Baugher	420 NW Parkway	Riverside	MO	64150	800-467-0838	816-741-0500	816-590-5332
Jackson MS	Lee Mims	154 Concourse Drive	Pearl	MS	39208	800-748-3061	601-936-7788	601-416-8770
Charlotte	David Nassoioy	3308 Oak Lake Blvd.	Charlotte	NC	28208	888-221-2244	704-521-8016	276-614-8074
Raleigh	Kim Parrish	104 North Tech Drive	Clayton	NC	27520	800-331-4964	919-553-3578	919-796-9038
Bismarck	Lance Sabot	3705 Saratoga Avenue	Bismarck	ND	58503	800-828-0842	701-223-0417	701-527-9637
Fargo	OPEN	732 E. 40th Street NW	Fargo	ND	58102	800-828-0841	701-277-1156	
Omaha	Kyle Smithson	4525 S. 134th St.	Omaha	NE	68137	800-831-8618	402-330-6654	
Fairfield	Ted Radomski	12 Dwight Place	Fairfield	NJ	07004	800-783-3943	973-439-9612	973-261-3008
Las Vegas	Jeff Lucero (Supr)	4216 N. Pecos Rd., Ste 106	Las Vegas	NV	89115	800-423-9433	702-644-6620	951-675-1016
Albany	Processed Boston	45 Industrial Park Rd.	Albany	NY	12206			

Branch	Name	Street	City	St	ZIP Code	800#	Phone #	Cell #
Batavia	George Hoffman	23 Ganson Avenue	Batavia	NY	14020	800-242-8751	585-344-0656	585-409-5378
Niagra Falls	David Tucker	2023 Military Road	Niagara Falls	NY	14303	n/a	716-297-1713	N/A
Long Island	Stefan Dynysuik	80 13th Avenue, Unit 2	Ronkonkoma	NY	11779	800-831-8908	631-737-8908	518-928-3378
Syracuse	George Hoffman	6581 Town Line Road	Syracuse	NY	13206	800-464-3254	315-432-1778	585-409-5378
Cleveland	Ron Rothacker	6930 Engle Road	Middleburg Heights	OH	44130	800-243-9433	440-239-2405	440-315-2311
Columbus	Mark Patterson	861-G Taylor Rd.	Gahanna	OH	43230	800-243-9433	614-863-3866	740-334-0758
Oklahoma City	Ron Choate	7642 SouthWest 34th Street #3	Oklahoma City	OK	73179	800-232-1591	405-745-2511	405-488-8038
Portland	Hal Keenan	13802 N.E. Airport Way	Portland	OR	97230	800-452-3229	503-261-9030	503-866-9695
Philadelphia	Skip Schwartz	472 Boot Rd.	Dowington	PA	19335	800-839-1761	610-269-0429	610-393-5445
Pittsburgh	George Hoffman	106 Simko Blvd., Ste. 112	Charleroi	PA	15022	888-239-2006	724-239-2006	724-366-5498
Scranton	Mike Pucilowski	4955 Birney Avenue	Moosic	PA	18507	800-734-3281	570-451-0911	570-650-1100
Florence	Kim Parrish	1214-A W. Interstate Blvd.	Florence	SC	29501	800-516-2335	843-665-8938	919-796-9038
Sioux Falls	Wade Johnson	810 E. Benson Road	Sioux Falls	SD	57104	800-832-7140	605-332-7251	605-212-6942
Knoxville	Michael Bledsoe	602 Warehouse Park Lane	Knoxville	TN	37932	800-264-7493	865-675-0198	865-235-4527
Memphis	Phillip Brown	4056 Homewood Rd., Ste 1	Memphis	TN	38118	800-866-9492	901-396-5031	662-501-0101
Dallas	Earl Whitley	8181 Jetstar Dr., Ste. 120	Irving	TX	75063	800-552-5421	972-870-0337	817-240-1085
El Paso	Fernando Jaquez	11 Founders Suite A	El Paso	TX	79906	800-732-4902	915-594-3814	
Houston	Stephen Fields	4647 Pine Timbers, Ste. 115	Houston	TX	77041	888-862-6584	713-862-6584	713-907-6854
Lubbock	Pedro Flores	512 E. 42nd St.	Lubbock	TX	79404	800-658-2046	806-763-9501	N/A
San Antonio	Rusty Hilton	8569 NE Loop 410, Bldg. D, Ste. 150	San Antonio	TX	78219	800-460-3888	210-662-8999	210-286-5005
Salt Lake City	Stephen Osborne	3696 West 900 South	Salt Lake City	UT	84104	800-444-9433	801-973-6987	801-633-7887
Richmond	Shirl Hall	5190 Commerce Road	Richmond	VA	23234	800-552-2734	804-275-6500	804-339-0634
Spokane	Wayne Kosteletzky	9708 E. Montgomery	Spokane	WA	99206	800-800-4584	509-922-3135	509-953-7503
Sumner	Tom Lewis	1911 Fryar Avenue	Sumner	WA	98390	800-553-9433	253-863-5134	206-276-8053
Milwaukee	Gary Cotter	N28 W23240 Roundy Drive	Pewaukee	WI	53072	800-535-5279	262-896-9350	414-379-1050
Charleston	OPEN	1412 Bigley Ave. Rex Bldg.	Charleston	WV	25302	800-466-7171	304-345-5616	
<b>NE Reg Ops Dir.</b>		<b>Andrew Poteate</b>						<b>603-325-0828</b>
<b>SE Reg Ops Dir.</b>		<b>David Stauder</b>						<b>904-545-1719</b>
<b>Great Lakes Reg Ops Dir.</b>		<b>Gary Cotter</b>						<b>414-379-1050</b>
<b>Great Plains Reg. Ops Dir.</b>		<b>Jon Helmrath</b>						<b>303-809-3208</b>
<b>SW Reg Ops Dir</b>		<b>Dona Seaman</b>						<b>316-644-0855</b>
<b>Pacific Coast Reg Ops Dir.</b>		<b>Ken Scheid</b>						<b>951-675-1016</b>

— Sustainability, Deputy Postmaster General, 9-6-12

## Standard Operating Procedure: Recycling Industrial Lead-Acid Batteries

The purpose of this standard operating procedure (SOP) is to establish processes for handling and returning industrial lead-acid batteries (used in tow motors, forklifts, etc.) to EnerSys, Inc., in accordance with Postal Service™ policies and universal waste-management regulations. This SOP establishes methods for recycling industrial lead-acid batteries at all Postal Service processing and distribution centers and facilities using a national take-back contract with EnerSys. USPS® employees must follow approved procedures to make sure that lead-acid batteries are disposed of and recycled properly.

**Note:** EnerSys reserves the right to refuse any batteries containing cadmium or alternative chemicals, and may charge more for handling them.

*Universal waste* is a subcategory of hazardous waste that is subject to less restrictive environmental regulations, as long it is recycled. Federal environmental regulations require that all universal waste be recycled.

### Management and Disposal of Lead-Acid Batteries

#### General Information

For current prices and special handling procedures, contact the EnerSys Recycling Helpdesk (see Contact Information). Any quantity less than a truckload may be subject to handling fees, packaging fees, or local freight charges.

EnerSys responds to pick-up requests within 2–5 business days.

#### Procedures

USPS must arrange for EnerSys pickups as follows:

1. Prepare batteries properly for shipment in accordance with 49 CFR 173.159. If EnerSys provides packaging, charges for labor and materials will be applied.
2. Make sure that the batteries are properly tied down on pallets and ready for pickup. If the batteries are

not ready when the driver arrives, EnerSys will apply surcharges.

3. Complete a bill of lading for the batteries being picked up. Send a copy of the completed bill of lading to EnerSys by fax at 610-208-1717 or by e-mail at [recycling@enersys.com](mailto:recycling@enersys.com). Blank bills of lading are available from the EnerSys Recycling Help Desk (see Contact Information).
4. Complete a recycling certificate. Customer information is completed by USPS, and transporter information is completed by the driver who picks up the batteries. Blank recycling certificates are available from the Recycling Help Desk (see Contact Information).
5. The driver will take the batteries to a smelter. The smelter will complete the recycling certificate and send a copy to EnerSys, which will send a copy to USPS.

### Contact Information

For guidance on...	Contact:
Proper storage and labeling of batteries	<b>Office of Sustainability:</b> <a href="http://blue.usps.gov/sustainability/">http://blue.usps.gov/sustainability/</a>
Using the contract with EnerSys	<b>EnerSys Recycling Helpdesk:</b> Maryann Clark Phone: 610-208-1924 or Toll-free: 800-538-3627, ext. 1924 Email: <a href="mailto:recycling@enersys.com">recycling@enersys.com</a> Fax: 610-208-1717 <b>EnerSys Account Manager:</b> Richard Losacker Cell phone: 513-616-1763 Email: <a href="mailto:Richard.Losaker@enersys.com">Richard.Losaker@enersys.com</a> <b>Mailing Address:</b> EnerSys 2366 Bernville Road Reading, PA 19605
Postal Service contract issues	<b>Postal Service Vehicle CMC:</b> Michael Gehrke 215-863-5054

— Sustainability,  
Deputy Postmaster General, 9-6-12



## What's New on USPS.com?

Soon there will be three new ways to interact with USPS.com® in Spanish and Simplified Chinese:

- Customer Registration (sign-in) on USPS.com will include an option to register, select, and save a language preference. Once the preferred language is selected, future emails will be in that language.
- Shop for a wide variety of stamps, collectibles, gifts, and shipping supplies at [www.usps.com/shop](http://www.usps.com/shop).
- Sign up online for Premium Forwarding Service®.

These will be added to the following features that are already available in these additional languages: Find a Location, Hold Your Mail, Schedule a Redelivery, Schedule a Package Pickup, Lookup a ZIP Code™, and Track & Confirm.

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— Digital Access,  
Channel Access, 9-6-12



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