

postal|bulletin

PUBLISHED SINCE MARCH 4, 1880



HONORING HEROES

USPS employees go above and beyond.

See page 3

4 | New England Coastal Lighthouses Publicity Kit
56 | DMM Revision: Refunds and Exchanges



Contents

COVER STORY

Honoring Heroes: USPS Employees Go Above and Beyond	3
---	---

NEW ENGLAND COASTAL LIGHTHOUSES PUBLICITY KIT

4

POLICIES, PROCEDURES, AND FORMS UPDATES

Manuals

DMM Revision: Package Simplification and Priority Mail Insurance Enhancement	17
DMM Revision: More Leeway for Barcodes on Flats	29
DMM Revision: Clarification of Official Mail Standards	55
DMM Revision: Refunds and Exchanges	56
ELM Revision: Postmaster Convention Leave	66
IMM Correction: Registered Mail Service Available With First-Class Package International Service	67
IMM Revision: Eligible Items for "Known Mailers"	67
IMM Revision: Foreign Office of Exchange Code for IPA and ISAL Service to France and Mauritius	68

Publications

Publication 75, Mover's Guide, News	69
Publication 431 Revision: Changes to Post Office Box Service and Caller Service Fee Groups	70

Forms

PS Form 8230 is Going Away	71
----------------------------------	----

ORGANIZATION INFORMATION

Address Management

Correction — New 3-Digit ZIP Code Area 876	73
Post Office Changes	73

Channel Access

Repair or Replacement of Self-service Kiosk Collection Boxes, PSIN 1577F and 1170B	73
--	----

Consumer Affairs

Mail Service Updates Site Now Called USPS Service Alerts	74
--	----

Information Security

Information Security Training	75
-------------------------------------	----

Mailing and Shipping Services

Mail Alert	75
------------------	----

Stamp Services

Pictorial Postmarks Announcement	76
How to Order the First-Day-of-Issue Digital Color or Traditional Postmarks	80

Sustainability

Pollution Prevention Tips	83
---------------------------------	----

PULL-OUT INFORMATION

Fraud

Domestic Orders	31
Withholding of Mail Orders	31
Invalid Express Mail Corporate Account Numbers	31
Missing, Lost, or Stolen U.S. Money Order Forms	33
Missing, Lost, or Stolen Canadian Money Order Forms	38
Verifying U.S. Postal Service Money Orders	41
Counterfeit Canadian Money Order Forms	41
Toll-Free Number Available to Verify Canadian Money Orders	41

Other Information

Overseas Military/Diplomatic Mail	42
Missing Children Posters	47
Displaying the U.S. Flag and the POW-MIA Flag	53

Postal Bulletin Index

Annual Index	PB 22355 (1-24-13)
--------------------	--------------------

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



Cover Story

Honoring Heroes: USPS Employees Go Above and Beyond

Irvine, CA, Letter Carrier Roger Steeber saw smoke rising from a mobile home while on his route in September 2012.

Steeber raced to the home and banged on the door to alert the 79-year-old customer, Karen Petersen. He entered the home to help her outside, away from the fire. Then he returned to the home for her walker. He assisted Petersen to safety, saving her life. Steeber's rescue is just one of the many heroic stories Postal Service™ employees are honored for through the USPS Heroes Program.

The Heroes Program began in 2003 and recognizes employees who go above and beyond to serve their communities. All heroes receive a personal thank-you letter from PMG Pat Donahoe, and are featured in USPS's internal publication, *Link*.

To receive a Hero Award, employees must be nominated using PS Form 400, *PMG Hero Nomination*. The nomination is reviewed by Corporate Communications for accuracy and sent to the Postal Inspection Service and Office of the Inspector General for approval. Following approval, the PMG reviews and signs a thank-you letter, which is then sent to the hero.

The National Association of Letter Carriers also pays tribute to outstanding Postal Service Letter Carriers for their heroism and community service through its *Heroes of the Year Awards*, presented annually since 1974.

There is no shortage of heroes in the Postal Service. Through both programs, thousands of Postal Service employees have been honored for their bravery and commitment to their customers.

Springfield, IL, Letter Carrier David Dale showed his bravery when he pulled a 5-year-old child and mother from an overturned car while on his route in May 2013. Dale helped them escape the vehicle moments before it burst into flames. He stayed with them until emergency responders arrived.

To read more heroic stories featuring Postal Service employees, click on the *Heroes* tab of the *Link* archives, at <http://liteblue.usps.gov/news/link/archive.htm>. To nominate a hero you know, email PS Form 400, *PMG Hero Nomination* to PMG_HeroNominations@usps.gov.

— *Speechwriting and Publications,*
Corporate Communications, 6-27-13

New England Coastal Lighthouses Publicity Kit



The Postal Service™ celebrates the sixth issuance in the popular lighthouse series, July 13, with the addition of five New England Coastal Lighthouses: Portland Head (Cape Elizabeth, ME); Portsmouth Harbor (New Castle, NH); Point Judith (Narragansett, RI); New London Harbor (New London, CT) and Boston Harbor (Boston, MA). First-Day-of-Issue (FDOI) dedication ceremonies will take place at or near all five Lighthouses at 10 A.M. EDT that day.

As lighthouse stamps are extremely popular with nautical collectors, Postmasters and other managers near other lighthouses, which have or have not been commemorated on stamps, are encouraged to conduct Special Dedication ceremonies as soon as July 13 or anytime thereafter.

Note: The term “Second-Day” ceremony is no longer used as it implies that events may only be held the day following the FDOI ceremony. Special Dedication ceremonies may be held the same day of issuance or any day afterwards.

This publicity kit includes all you need to conduct a successful — and profitable — event:

- Sample media advisory.
- Sample news release (with hyperlinks to stamp products).
- Sample speech.
- Corporate Communications contacts to help promote and publicize your event.
- Government Relations Contacts should you wish to invite local elected officials.
- Contact for obtaining poster-sized images to unveil at your event.

Email mark.r.saunders@usps.gov to obtain word documents of the sample media advisory, news release, and speech as well as the high-resolution stamp images for media use. For information on preserving America’s lighthouses and providing speakers at lighthouse stamp dedication ceremonies, contact the U.S. Lighthouse Society at 415-362-7255 or via email at www.uslhs.org.


POSTAL NEWS

Contact: NAME
 XXX-XXX-XXXX
 XXXXXXXX@usps.gov
 usps.com/news



NAME Post Office to Celebrate Lighthouse Forever Stamps

High-resolution images of the stamps are available for media use only by emailing mark.r.saunders@usps.gov.

WHAT: The NAME Post Office commemorates America's lighthouses by conducting a special dedication ceremony to celebrate the issuance of the *New England Coastal Lighthouses* Forever stamps. The event is free and open to the public.

WHEN: Time, Day, Date

WHERE: Location Name
 Street Address
 City, State and ZIP Code

WHO: Postmaster or other official Name
 Title, Name
 Title, Name, etc.

BACKGROUND: Five lighthouses that have withstood the fury of devastating hurricanes for centuries stand tall on postage with the issuance of the *New England Coastal Lighthouses* Forever stamps.

IF EVENT IS TAKING PLACE AT A LOCAL LIGHTHOUSE, INCLUDE A BRIEF HISTORY HERE. ALSO INDICATE IF A STAMP WAS PREVIOUSLY ISSUED.

The stamps feature five New England Coastal Lighthouses: Portland Head (Cape Elizabeth, ME); Portsmouth Harbor (New Castle, NH); Point Judith (Narragansett, RI); New London Harbor (New London, CT); and Boston Harbor (Boston, MA). For more information on preserving America's lighthouses, contact the U.S. Lighthouse Society at www.uslhs.org.

(IF THIS MEDIA ADVISORY IS DISTRIBUTED PRIOR TO JULY 13, (Beginning July 13,) Customers may purchase the New England Coastal Lighthouses Forever stamps at <http://usps.com/stamps>, at 800-STAMP-24 (800-782-6724) and at Post Offices nationwide.

#

Please Note: For broadcast quality video and audio, photo stills and other media resources, visit the USPS Newsroom at <http://about.usps.com/news/welcome.htm>.

For reporters interested in speaking with a regional Postal Service public relations professional, please go to <http://about.usps.com/news/media-contacts/usps-local-media-contacts.pdf>.

A self-supporting government enterprise, the U.S. Postal Service is the only delivery service that reaches every address in the nation: 152 million residences, businesses and Post Office Boxes. The Postal Service receives no tax dollars for operating expenses and relies on the sale of postage, products and services to fund its operations. With more than 31,000 retail locations and the most frequently visited website in the federal government, usps.com, the Postal Service has annual revenue of more than \$65 billion and delivers nearly 40 percent of the world's mail. If it were a private-sector company, the U.S. Postal Service would rank 42nd in the 2012 Fortune 500. The Postal Service has been named the Most Trusted Government Agency for seven years and the fourth Most Trusted Business in the nation by the Ponemon Institute.

Follow the Postal Service at www.twitter.com/USPSSTAMPS and at www.facebook.com/USPSSTAMPS.

**POSTAL NEWS**FOR IMMEDIATE RELEASE
DATEContact: NAME
XXX-XXX-XXXX
XXXXXXX@usps.gov
usps.com/news

To obtain high-resolution images of the stamps for media use only, please email
mark.r.saunders@usps.gov.

(Name) Post Office Celebrates Lighthouse Forever Stamps

City, State — Lighthouse and other nautical enthusiasts joined the Name Post Office in celebrating *New England Coastal Lighthouse* Forever stamps today with a special dedication ceremony at (Name of Location).

This sixth issuance in the popular U.S. Postal Service *Lighthouses* series features five New England Coastal Lighthouses: Portland Head (Cape Elizabeth, ME); Portsmouth Harbor (New Castle, NH); Point Judith (Narragansett, RI); New London Harbor (New London, CT) and Boston Harbor (Boston, MA).

Always good for mailing 1-ounce First-Class letters anytime in the future regardless of price changes, customers may purchase the stamps at <http://usps.com/stamps>, at 800-STAMP-24 (800-782-6724) and at the Name Post Office.

“We’re here today to celebrate America’s lighthouses, which have been guiding ships and guarding our waters for centuries,” said City Postmaster Name.

[The Following Paragraph Is Optional] Like the Name lighthouse here in our community, these beloved beacons continue a tradition that goes back to ancient civilizations, when early sailors relied on light from the shore to navigate waters.

By issuing these stamps, we’re continuing a long Postal Service tradition of celebrating lighthouses. Since 1990, we’ve also issued stamps honoring the lighthouses of the Gulf Coast, the Great Lakes, the Pacific and the Southeast.

“These lighthouse stamps are Forever stamps, and are always good for mailing First-Class letters. You can buy them today and use them forever,” said Name. “In other words, these stamps — like the lighthouses they honor — are meant to stand the test of time.”

Joining Name in dedicating the stamps were Title, Name; Title, Name, ETC.

(Include Quote From Other Ceremony Participant Here).

Each of the five new stamps features an original acrylic painting by Howard Koslow of Toms River, NJ, based on recent photographs of the lighthouses. The art directors were Howard E. Paine of Delaplane, VA, and Greg Breeding of Charlottesville, VA.

In addition to many other stamp projects, Koslow has produced the art for the entire *Lighthouses* series: the five lighthouses in the 1990 stamp booklet; the *Great Lakes Lighthouses* stamps issued in 1995; the *South-eastern Lighthouses* stamps in 2003; the *Pacific Lighthouses* stamps in 2007; and the *Gulf Coast Lighthouses* stamps in 2009. For more information on America's lighthouses, contact the U.S. Lighthouse Society at 415-362-7255 or via email at www.uslhs.org,

Portland Head



Maine's oldest lighthouse, Portland Head was established in 1791. The construction of the tower was among the first acts of the Lighthouse Establishment, a federal agency created in 1789. The original rubblestone lighthouse still stands and looks much as it did in the late 1800s.

The 80-foot lighthouse had two types of Fresnel lenses during its history, a second-order and a fourth-order. Fresnel lenses concentrate the source of light into a single beam to be seen at greater distances. The lower the order, the larger the lens, and the greater distance the light can be seen. The lighthouse was automated in 1989, and a modern DCB-224 optic installed. A beautiful Victorian keepers' duplex, built on the station in 1891, now houses the Museum at Portland Head Light. The lighthouse has been listed on the National Register of Historic Places since 1973, and is owned and managed by the Town of Cape Elizabeth, ME.

The tower and the keepers' house together are considered one of the most beautiful stations in the U.S., and they are among the most frequently photographed subjects in Maine.

Portsmouth Harbor



The first navigational aid in New Hampshire was established in Portsmouth Harbor, the state's only deep-water port. Although citizens had demanded a lighthouse as early as 1721, it was not until 50 years later that the Portsmouth Harbor's first beacon was lit. An iron lantern topped the 50-foot shingled tower, while three copper lamps provided the light. The 1771 tower was replaced in 1804 by another tower constructed of wood, located some 100 yards to the south of the original site.

When the second wooden tower succumbed to deterioration, a new 48-foot tower of bolted cast-iron plates was built on its foundation. It was actually assembled inside the old structure, which was dismantled after construction.

Managed by the Friends of Portsmouth Harbor Lighthouses, the 1878 lighthouse still stands on the northeast point of Great Island on the Piscataqua River in New Castle. It retains its fourth-order Fresnel lens. The lighthouse was automated in 1960 and has been on the National Register of Historic Places since 2009.

Boston Harbor



Commonly called the Boston Harbor Light, North America's first true light station was built in 1716 at the urging of the city's business community. Three years later a cannon — America's first fog signal — was added to the light station. During the Revolutionary War, as British forces abandoned the area in 1776, they demolished the lighthouse by blowing it up. Boston Harbor Light also is commonly called Boston Light.

A new rubblestone tower, 75-feet tall, replaced the destroyed lighthouse in 1783; it was raised an additional 14 feet in 1859, when its current second-order Fresnel lens was also installed. After large cracks appeared in the east wall in 1809, iron hoops were installed for support; aluminum bands replaced the corroded iron in 1973–74.

The lighthouse was designated a National Historic Landmark in 1964. Standing on Little Brewster Island within the Boston Harbor Islands National Recreational Area, it was the last lighthouse in the United States to be automated in 1998, and is the only remaining American lighthouse to have a resident keeper employed by the federal government.

Point Judith



Located at the entrance to Narragansett Bay in Rhode Island, Point Judith Lighthouse guards a particularly dangerous area of the Atlantic. The point, which extends several miles into the Atlantic, has seen many shipwrecks, even after the addition of the lighthouse.

The first lighthouse built on the site, in 1810, was a wooden tower that toppled over in a storm five years later. A second tower, made of sturdier stone, was erected in 1816; its lamps and lenses were operated by clockwork mechanism powered by a 288-pound weight. This 35-foot tower remained in service until 1857, when the current lighthouse was built. The octagonal tower, made from brownstone blocks, stands 51 feet high and boasts a fourth-order Fresnel lens.

Automated in 1954, the lighthouse underwent a major restoration in 2000 using blocks from the same area where the original stone was quarried. The lighthouse stands on Coast Guard Station Point Judith and has been listed on the National Register of Historic Places since 1988.

New London Harbor



Connecticut's oldest and tallest lighthouse, New London Harbor Lighthouse was originally established in 1761. Financed by a lottery held by the Connecticut colonial legislature, the first lighthouse was a 64-foot tower that included a wooden lantern.

The tower developed a crack and was replaced in 1801 with the present lighthouse. New London Harbor was one of the earliest American lighthouses with a flashing light, added in 1801 to distinguish it from the lights of nearby homes.

The octagonal brownstone structure is 89 feet high and retains its fourth-order Fresnel lens, which was installed in 1857. The lighthouse was automated in 1912, and the keeper's house was sold. In 1990, it was listed on the National Register of Historic Places. Though the keeper's house is privately owned, the New London Maritime Society acquired the lighthouse in 2010.

For more information on America's lighthouses, contact the U.S. Lighthouse Society at 415-362-7255 or via email at www.uslhs.org.

Many of this year's other stamps may be viewed on Facebook at <http://facebook.com/USPSStamps>, via Twitter @USPSstamps or at <http://beyondtheperf.com/2013-preview>.

First-Day-of-Issue Postmarks

Customers have 60 days to obtain the first-day-of-issue postmarks by mail. They may purchase stamps at a local Post Office, The Postal Store at <http://usps.com/stamps> or by calling 800-STAMP-24. Customers should affix the stamps to envelopes of their choice, address the envelopes to themselves or others and place them in larger envelopes addressed to:

New England Coastal Lighthouses (Portland Head)
Stamps
Postmaster
125 Forest Avenue
Portland, ME 04101-9998

New England Coastal Lighthouses (Portsmouth Harbor)
Stamps
Postmaster
73 Main Street
New Castle, NH 03854-9998

New England Coastal Lighthouses (Port Judith) Stamps
Postmaster
551 Kingstown Road
Wakefield, RI 02789-9998

New England Coastal Lighthouses (New London Harbor) Stamps
Postmaster
27 Masonic Street
New London, CT 06320-9998

New England Coastal Lighthouses (Boston Harbor)
Stamps
Postmaster
25 Dorchester Avenue, Rm. 3011
Boston, MA 02205-9600

After applying first-day-of-issue postmarks, the Postal Service will return the envelopes through the mail. While the first 50 postmarks are free, there is a 5-cent charge per postmark beyond that. All orders must be postmarked by Sept. 13, 2013.

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 usps.com/stamps or by calling 800-782-6724. Customers may request a free catalog by calling 800-782-6724 or writing to:

United States Postal Service Catalog Request
PO Box 219014
Kansas City, MO 64121-9014

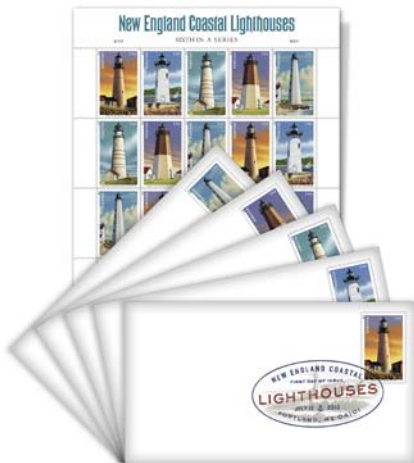
Philatelic Products

Nine philatelic products are available for these stamps:

- 471206, Press Sheet with Die Cuts, \$55.20 (print quantity of 2,500).
- 471208, Press Sheet without Die Cuts, \$55.20 (print quantity of 2,500).



- 471210, Keepsake (Pane and Digital Color Postmark Set of 5), \$17.95.



- 471216, First-Day Cover Set of 5, \$4.50.



- 471221, Digital Color Postmark Set of 5, \$8.05.



- 471223, Notecards, \$15.95.



- 471230, Ceremony Program (random single), \$6.95.



- 471231, Stamp Deck Card, \$0.95.
- 471232, Stamp Deck Card with Digital Color Postmark (random single), \$1.96.

###

Please Note: For broadcast quality video and audio, photo stills and other media resources, visit the USPS Newsroom at <http://about.usps.com/news/welcome.htm>.

For reporters interested in speaking with a regional Postal Service public relations professional, please go to <http://about.usps.com/news/media-contacts/usps-local-media-contacts.pdf>.

A self-supporting government enterprise, the U.S. Postal Service is the only delivery service that reaches every address in the nation: 152 million residences, businesses and Post Office Boxes. The Postal Service receives no tax dollars for operating expenses and relies on the sale of postage, products and services to fund its operations. With more than 31,000 retail locations and the most frequently visited website in the federal government, usps.com, the Postal Service has annual revenue of more than \$65 billion and delivers nearly 40 percent of the world's mail. If it were a private-sector company, the U.S. Postal Service would rank 42nd in the 2012 Fortune 500. The Postal Service has been named the Most Trusted Government Agency for seven years and the fourth Most Trusted Business in the nation by the Ponemon Institute.

Follow the Postal Service at www.twitter.com/USPSSTAMPS and at www.facebook.com/USPSSTAMPS.

SAMPLE STAMP DEDICATION SPEECH

POSTAL SERVICE OFFICIAL'S NAME AND TITLE

United States Postal Service
“New England Coastal Lighthouses”
Special Dedication Ceremony

Date
City, State

Good [Morning/afternoon/evening]. My name is _____ and I'm [Title] for the United States Postal Service. Welcome to today's ceremony.

OR:

Thank you, _____, for your kind introduction. And thank you all for joining us for this event. [Optional: Add A Brief Comment About How This Location Relates To Lighthouses]

I also want to thank our special guests for joining us in [City/Town/Type of Setting].

In particular, I'm glad that our good friend(s) [Name of Elected Official] is here, along with [Other Individuals Who Should Be Recognized].

We're here today to celebrate America's lighthouses, which have been guiding ships and guarding our waters for centuries.

[The Following Paragraph Is Optional] Like the lighthouse here in our community, these beloved beacons continue a tradition that goes back to ancient civilizations, when early sailors relied on light from the shore to navigate waters.

History's most famous lighthouse is the Pharos (“fair-ose”). It stood off the coast of Egypt for more than 1,500 years and became one of the Seven Wonders of the Ancient World.

America's lighthouses haven't been around quite that long — but each one occupies a special place in history nonetheless.

And so today, the Postal Service is proud to issue new stamps that honor five of America's oldest lighthouses, which you'll find along the coast of New England.

They are:

- The lighthouse in Portland Head, Maine — that state's oldest lighthouse, which went into operation in 1791;
- The lighthouse in Portsmouth Harbor, New Hampshire — the first navigational aid in the state's only deep-water port;
- The Boston Harbor Lighthouse, which was demolished by the British in 1776 and rebuilt by determined Americans a few years later;
- The lighthouse in Point Judith, Rhode Island, which guards a particularly dangerous area of the Atlantic; and
- The lighthouse in New London Harbor, Connecticut — one of the earliest American lighthouses with a flashing light, which was added to distinguish it from the illumination coming from nearby homes.

By issuing these stamps, we're continuing a long Postal Service tradition of celebrating lighthouses.

Since 1990, we've also issued stamps honoring the lighthouses of the Gulf Coast, the Great Lakes, the Pacific, and the Southeast.

Each of today's stamps offers a close-up view of one of the New England lighthouses.

The images capture each structure's sense of majesty, along with the mysterious qualities that invite us to take a closer look.

And don't forget: These are Forever stamps. They'll always be good for First-Class postage, so you can buy them today and use them forever.

In other words: These stamps — like the lighthouses they honor — are meant to stand the test of time.

It brings to mind the words of Henry Wadsworth Longfellow, whose famous poem, "The Lighthouse," was inspired by structures like this.

And so in closing, I'd like to share with you Longfellow's description of the timeless quality of our lighthouses:

"Steadfast, serene, immovable, the same /
Year after year, through all the silent night /
Burns on forevermore that quenchless flame /
Shines on that inextinguishable light!"

Thank you.

[Pause for applause]

And now I'd like to invite our guests to join me on stage for the dedication of the New England Coastal Lighthouses stamp.

[Unveil the stamp and pose for photos]

Obtaining Blowups for Dedication Event

Poster-sized blowups of the New England Coastal Lighthouse Forever stamps can be purchased through Colours Imaging, coloursimaging.com, by contacting Zach Scott, zscott@coloursinc.com, or 703-379-1121.

Area Corporate Communications Managers

Please feel free to contact these individuals for assistance in promoting your event.

Capital Metro

George Maffett
Telephone: 301-548-1465
email: george.t.maffett@usps.gov

Eastern

Paul Smith
Telephone: 215-863-5055
email: paul.f.smith@usps.gov

Great Lakes

Victor Dubina
Telephone: 216-443-4596
email: victor.dubina@usps.gov

Pacific

Don Smeraldi
Telephone: 858-674-3149
email: don.a.smeraldi@usps.gov

Northeast

Maureen Marion
Telephone: 860-285-7029
email: maureen.p.marion@usps.gov

Southern

Monica Robbs (acting)
Telephone: 214-819-8704
email: monica.c.robbs@usps.gov

Western

John Friess
Telephone: 303-313-5028
email: john.g.friess@usps.gov

Congressional State/Manager/ Representative Listing

Please feel free to contact the following individuals for assistance in contacting elected officials you may wish to invite to your event.

To dial extension, please use prefix (202) 268-XXXX

State	Representative	Extension
Alabama	Lambros Kapoulas	3739
Alaska	Mary Ann Simpson	3741
American Samoa	Xavier Hernandez	8514
Arizona	Cathy Pagano	3427
Arkansas	Mike Porter	7217
California	James Cari	6029
Connecticut	Darrell Donnelly	6748
Colorado	David Coleman	3745
Delaware	Darrell Donnelly	6748
District of Columbia	Darrell Donnelly	6748
Florida	Lambros Kapoulas	3739
Georgia	Lambros Kapoulas	3739
Guam	Xavier Hernandez	8514
Hawaii	David Coleman	3745
Idaho	Xavier Hernandez	8514
Illinois	Jeremy Simmons	7839
Indiana	Shaun Chang	7626
Iowa	Tim Grilo	4387
Kansas	Shaun Chang	7626
Kentucky	Shaun Chang	7626
Louisiana	Mike Porter	7217
Maine	Ekaterina Silina	6027
Maryland	Darrell Donnelly	6748
Massachusetts	Ekaterina Silina	6027
Michigan	Jeremy Simmons	7839
Minnesota	Tim Grilo	4387
Mississippi	David Coleman	3745
Missouri	Shaun Chang	7626
Montana	David Coleman	3745
Nebraska	Shaun Chang	7626
Nevada	David Coleman	3745
New Hampshire	Ekaterina Silina	6027
New Jersey	Darrell Donnelly	6748
New Mexico	Cathy Pagano	3427
New York	Ekaterina Silina	6027
North Carolina	Jason Lamote	3743
North Dakota	Jeremy Simmons	7839
N. Mariana Islands	Xavier Hernandez	8514
Ohio	Tim Grilo	4387
Oklahoma	Mike Porter	7217
Oregon	David Coleman	3745
Pennsylvania	Tim Grilo	4387
Puerto Rico	Ekaterina Silina	6027
Rhode Island	Darrell Donnelly	6748
South Carolina	Jason Lamote	3743
South Dakota	Jeremy Simmons	7839
Tennessee	Shaun Chang	7626
Texas	Mike Porter	7217
Utah	David Coleman	3745
Vermont	Ekaterina Silina	6027
Virgin Islands	Ekaterina Silina	6027
Virginia	Jason Lamote	3743
Washington	David Coleman	3745
West Virginia	Shaun Chang	7626
Wisconsin	Jeremy Simmons	7839
Wyoming	David Coleman	3745

Policies, Procedures, and Forms Updates

Manuals

DMM Revision: Package Simplification and Priority Mail Insurance Enhancement

Effective July 28, 2013, the Postal Service™ will revise *Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM®)*, in various related sections to reflect the renaming of Express Mail® as Priority Mail Express™ and new standards to include insurance coverage in the price of barcoded domestic Priority Mail.

While the Express Mail name will change to Priority Mail Express, the product retains all of its existing features including next day or second day delivery, a money back guarantee, and \$100.00 of insurance coverage. Mailers, including those paying by permit imprint, are encouraged to update their indicia information to “Priority Mail Express”, effective July 28, 2013; however, this will not be required until January 26, 2014.

Additionally, as a result of this product name change, the Express Mail Corporate Account (EMCA) will be renamed USPS® Corporate Account (USPSCA). USPS-provided expedited packaging will be redesigned to include the new Priority Mail Express name and the service features of Priority Mail®. Customers and Post Offices may continue to use existing packaging supplies until they are depleted.

The Postal Service will also include insurance coverage (against loss, damage, or missing contents) on barcoded domestic Priority Mail pieces at no additional charge. Insurance coverage will be provided as follows:

1. \$100.00 of insurance coverage on all Priority Mail pieces that bear an Intelligent Mail® package barcode (IMpb) and either pay Commercial Plus® prices or use a qualifying postage payment method (including eVS® or Manifest Mailing System).
2. \$50.00 of insurance coverage on all domestic Priority Mail pieces that bear an Intelligent Mail® package barcode (IMpb) or USPS retail tracking barcode.

No other changes will be made to the Postal Service’s extra service offerings or Priority Mail (including Critical Mail®). Customers who need to file a domestic claim in the event of loss, damage, or missing contents, may do so at www.usps.com/domestic-claims.

Next, to meet consumer needs for more day-specific delivery information, the Postal Service will include delivery day specific designations, when available, on retail receipts and on customer shipping labels using the origin and destination ZIP® Code pairs. For example:

Current	Future Names w/Day-Specific Designations
Express Mail (next day or second day delivery)	Priority Mail Express 1-Day Priority Mail Express 2-Day Priority Mail Express Military Priority Mail Express DPO
Other	
Express Mail International	Priority Mail Express International

Furthermore, 1-Day, 2-Day, 3-Day, International, Military and DPO will be considered “add-ons” to the Priority Mail product as part of the mail-class name after origin and destination ZIP Codes have been supplied. These “add-ons” may be included on customer shipping labels:

Current	Future Names w/Day-Specific “add-ons”
Priority Mail (1-3 Day)	Priority Mail 1-Day Priority Mail 2-Day Priority Mail 3-Day Priority Mail Military Priority Mail DPO
Other	Priority Mail International

As a result of the Express Mail name change, the following global changes will be made to the DMM language; replace Express Mail with Priority Mail Express; Express Mail Corporate Account (EMCA) with USPS Corporate Account (USPSCA); Express Mail Military Service (EMMS) with Priority Mail Express Military Service (PEEMS); Express Mail International (EMI) with Priority Mail Express International (PMEI), Express Mail Open and Distribute (EMOD) with Priority Mail Express Open and Distribute (PMEOD) and Express Mail Manifesting (EMM) with Priority Mail Express Manifesting (PEMEM). Some additional editorial changes are made throughout the former Express Mail (now Priority Mail Express) sections for ease-of-use and clarity.

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

	*	*	*	*	*
100	Retail Letters, Cards, Flats, and Parcels				
	*	*	*	*	*

[Revise the title of 110 as follows:]

110 Retail Priority Mail Express

113 Prices and Eligibility

[Revise the title of 1.0 as follows:]

1.0 Priority Mail Express Prices and Fees

1.1 Prices Charged Per Piece

[Revise the text of 1.0 as follows:]

Except for Flat Rate Envelopes (see 1.4), Priority Mail Express postage is charged for each addressed piece according to its weight and zone. The 0.5-pound price is charged for items up to 0.5 pound and items over 0.5 pound are rounded up to the next whole pound. For example, if a piece weighs 0.25 pound, the weight (postage) increment is 0.50 pound; if a piece weighs 0.75 pound, the weight increment is 1 pound; if a piece weighs 1.2 pounds, the weight (postage) increment is 2 pounds.

[Delete item 1.2 in its entirety (text relocated to revised item 1.1)]

* * * * *

1.4 Flat Rate Packaging

[Delete heading for 1.4.1 and revise text by adding a new last sentence as follows:]

***See Notice 123 — *Price List* for prices.

[Delete items 1.4.2 Flat Rate Envelopes — Price Eligibility and 1.4.3 Flat Rate Boxes — Price Eligibility in their entirety (applicable text already in 1.4.1)]

* * * * *

1.6 Pickup on Demand

[Delete heading for 1.6.1 and revise text as follows.]

The Pickup on Demand fee is charged every time pickup service is provided, regardless of the number of pieces picked up. See Notice 123 — *Price List*. This service may be combined with Priority Mail, Standard Post, Package Services, and international mail pickups. For additional information on Pickup on Demand service, see 507.7.0.

[Delete item 1.6.2 Pickup on Demand Service in its entirety (text relocated to 1.6.1)]

[Renumber item 1.7 Computing Postage as new item 1.2]

* * * * *

[Revise the title of 2.0 as follows.]

2.0 Basic Eligibility Standards for Priority Mail Express

* * * * *

2.2 Matter Closed Against Postal Inspection

[Revise the text of item 2.2 as follows:]

Priority Mail Express matter is closed against postal inspection.

* * * * *

[Revise the title of 4.0 as follows.]

4.0 Service Features of Priority Mail Express

4.1 General

[Revise the text of 4.1 as follows:]

A mailing receipt showing the time and date of mailing must be provided to the mailer on acceptance of Priority Mail Express by the USPS. This receipt is a copy of the multipart Priority Mail Express label affixed to the mailpiece and serves as evidence of mailing. A delivery record, including the addressee's signature (see 115.2.2 and 115.2.3), will be provided upon request. Customers may access proof of delivery information for Priority Mail Express as follows:

- Individual requests by article number can be retrieved at www.usps.com, or by calling 800-222-1811 and providing the article number. A proof of delivery letter (signature data) is provided electronically via email or signature extract file as provided in 4.1b.
- Bulk proof of delivery (503.6.0) is available only to mailers using Priority Mail Express Manifesting service and obtained in a signature extract file format.

* * * * *

[Revise the title of 4.4 as follows.]

4.4 Priority Mail Express Military Service (PMEMS)

4.4.1 Objectives

[Revise 4.4.1 as follows:]

For Priority Mail Express Military Service (PMEMS), items presented at APO/FPO and DPO facilities before the published cut-off time are delivered the second day after acceptance. Items presented after the published cut-off time are delivered the third day after acceptance. For PMEMS, the USPS refunds postage for an item not available for customer pickup at the APO/FPO or DPO address or for which delivery to the addressee was not attempted domestically within the times specified by the standards for this service, unless the item was delayed by Customs; the item was destined for an APO/FPO or DPO that was closed on the intended day of delivery (delivery is attempted the next business day); or the delay was caused by one of the situations in 114.2.0, Postage Refunds.

4.4.2 Availability

[Revise 4.4.2 as follows:]

PMEMS (under 703.2.6) is available between the United States and designated APO/FPO and DPOs to provide Department of Defense personnel stationed overseas, and others entitled to APO/FPO and DPO mailing privileges, an expedited delivery service to or from the United States. PMEMS Custom Designed Service and PMEMS Open and Distribute service are available to authorized APO/FPO and DPO destinations.

* * * * *

200 Commercial Letters and Cards

* * * * *

[Revise the title of 210 as follows.]

210 Priority Mail Express

213 Prices and Eligibility

1.0 Prices and Fees

1.1 Prices Charged Per Piece

[Revise the text of 1.1 as follows:]

Except for Flat Rate Envelopes (see 1.5), Priority Mail Express postage is charged for each addressed piece according to its weight and zone. The 0.5-pound price is charged for items up to 0.5 pound and items over 0.5 pound are rounded up to the next whole pound. For example, if a piece weighs 0.25 pound, the weight (postage) increment is 0.50 pound; if a piece weighs 0.75 pound, the weight increment is 1 pound. Priority Mail Express items mailed under a specific customer agreement are charged according to the individual agreement. For shipments presented in Priority Mail Express containers under a Priority Mail Express Custom Designed agreement, each container is considered an addressed piece.

[Delete 1.2 Price Application in its entirety (relocated text in revised 1.1) and replace with newly renumbered 1.9 Determining Single-Piece Weight]

* * * * *

1.7 Pickup on Demand

[Revise the second sentence of item 1.7 as follows:]

***This service may be combined with Priority Mail, Standard Post, and Package Services pickups (see 507.7.0). See Notice 123 – Price List.

[Renumber current 1.9 as new 1.2]

* * * * *

[Revise the title of 3.0 as follows.]

3.0 Basic Standards for Priority Mail Express

* * * * *

3.3 Matter Closed Against Postal Inspection

[Revise the text of item 3.3 as follows:]

Priority Mail Express matter is closed against postal inspection.

[Revise the title of 4.0 as follows.]

4.0 Service Features of Priority Mail Express

4.1 General

[Revise the text of 4.1 as follows:]

A mailing receipt showing the time and date of mailing must be provided to the mailer on retail acceptance of Priority Mail Express by the USPS. This receipt is a copy of the multipart Priority Mail Express label affixed to the mailpiece and serves as evidence of mailing. Mailers authorized to present Priority Mail Express under Priority Mail Express Manifesting procedures in 705.2.0 must use a one-ply label and retain the verification manifest as the mailing receipt. Mailers using an online application to create their Priority Mail Express label must retain the customer online record or shipping history as evidence of mailing. A delivery record, including the addressee’s signature (see 215.2.2 and 215.2.3), will be provided upon request. Customers may access proof of delivery information for Priority Mail Express as follows:

- a. Individual requests by article number can be retrieved at www.usps.com, or by calling 800-222-1811 and providing the article number. A proof of delivery letter (signature data) is provided electronically via email or signature extract file as provided in 4.1b.
- b. Bulk proof of delivery (503.6.0) is available only to mailers using Priority Mail Express Manifesting (PMEM) service and is obtained in a signature extract file format.

* * * * *

[Revise the title and text of 4.5 as follows:]

4.5 Priority Mail Express Military Service (PMEMS)

4.5.1 Objectives

[Revise 4.5.1 as follows:]

For Priority Mail Express Military Service (PMEMS), items presented at APO/FPO and DPO facilities before the published cut-off time are delivered the second day after acceptance. Items presented after the published cut-off time are delivered the third day after acceptance. For PMEMS, the USPS refunds postage for an item not available for customer pickup at the APO/FPO and DPO

address or for which delivery to the addressee was not attempted domestically within the times specified by the standards for this service, unless the item was delayed by Customs; the item was destined for an APO/FPO and DPO that was closed on the intended day of delivery (delivery is attempted the next business day); or the delay was caused by one of the situations in 214.3.0.

4.5.2 Availability

[Revise 4.5.2 as follows:]

PMEMS (under 703.2.6) is available between the United States and designated APO/FPO and DPOs to provide Department of Defense personnel stationed overseas, and others entitled to APO and FPO mailing privileges, an expedited delivery service to or from the United States. PMEMS Custom Designed Service and PMEMS Open and Distribute service are available to authorized APO/FPO destinations.

* * * * *

[Revise the title of 4.6 as follows:]

4.6 Open and Distribute

[Revise the text of 4.6 as follows:]

Priority Mail Express Custom Designed, Priority Mail Express Next Day Delivery, and Priority Mail Express Second Day Delivery may be used to expedite movement of any other class of mail from one domestic USPS facility to another by Priority Mail Express Open and Distribute subject to the standards in 705.18.0.

* * * * *

300 Commercial Flats

[Revise the title of 310 as follows.]

310 Priority Mail Express

313 Prices and Eligibility

1.0 Prices and Fees

1.1 Prices Charged Per Piece

[Revise the text of 1.1 as follows:]

Except for Flat Rate Envelopes (see 1.5), Priority Mail Express postage is charged for each addressed piece according to its weight and zone. The 0.5-pound price is charged for items up to 0.5 pound and items over 0.5 pound are rounded up to the next whole pound. For example, if a piece weighs 0.25 pound, the weight (postage) increment is 0.50 pound; if a piece weighs 0.75 pound, the weight increment is 1 pound. Priority Mail Express items mailed under a specific customer agreement are charged according to the individual agreement. For shipments presented in Priority Mail Express containers under a Priority

Mail Express Custom Designed agreement, each container is considered an addressed piece.

[Delete 1.2 Price Application in its entirety (relocated text in revised 1.1) and replace with newly renumbered 1.9 Determining Single-Piece Weight]

1.3 Commercial Base Prices

[Revise 1.3 as follows:]

Priority Mail Express Commercial Base prices are less than Priority Mail Express retail prices (see Notice 123 — Price List). These prices apply to:

- a. Customers who use a USPS Corporate Account (USPSCA), including Federal Agency Accounts.

* * * * *

1.4 Commercial Plus Prices

* * * * *

1.4.1 Eligibility

[Revise 1.4.1 and 1.4.1a as follows:]

Commercial Plus prices are available for customers whose cumulative account volume exceeds 5,000 pieces in the previous four quarters or who have a customer commitment agreement with the USPS (see 1.4.2) and who are:

- a. USPS Corporate Account (USPSCA) customers, including Federal Agency Accounts.

* * * * *

1.7 Pickup on Demand

[Revise the second sentence of item 1.7 as follows:]

***This service may be combined with Priority Mail, Standard Post, and Package Services pickups (see 507.7.0). See Notice 123 — Price List.

* * * * *

[Renumber current item 1.9 as new item 1.2]

* * * * *

[Revise the title of 3.0 as follows.]

3.0 Basic Standards for Priority Mail Express

* * * * *

3.3 Matter Closed Against Postal Inspection

[Revise 3.3 as follows:]

Priority Mail Express matter is closed against postal inspection.

[Revise the title of 4.0 as follows.]

4.0 Service Features of Priority Mail Express

4.1 General

[Revise 4.1 as follows:]

A mailing receipt showing the time and date of mailing must be provided to the mailer on retail acceptance of Priority Mail Express by the USPS. This receipt is a copy of the multipart Priority Mail Express label affixed to the mailpiece and serves as evidence of mailing. Mailers authorized to present Priority Mail Express under Priority Mail Express Manifesting (PMEM) procedures in 705.2.0 must use a one-ply label and retain the verification manifest as the mailing receipt. Mailers using an online application to create their Priority Mail Express label must retain the customer online record or shipping history as evidence of mailing. A delivery record, including the addressee’s signature (see 315.2.2 and 315.2.3), will be faxed or mailed upon request. Customers may access proof of delivery information for Priority Mail Express as follows:

- a. Individual requests by article number can be retrieved at www.usps.com, or by calling 800-222-1811 and providing the article number. A proof of delivery letter (signature data) is provided electronically via email or signature extract file as provided in 4.1b.
- b. Bulk proof of delivery (503.6.0) is available only to mailers using Priority Mail Express Manifesting service and is obtained in a signature extract file format.

* * * * *

[Revise the title of 4.5 as follows.]

4.5 Priority Mail Express Military Service (PMEMS)

4.5.1 Objectives

[Revise 4.5.1 as follows:]

For Priority Mail Express Military Service (PMEMS), items presented at APO/FPO and DPO facilities before the published cut-off time are delivered the second day after acceptance. Items presented after the published cut-off time are delivered the third day after acceptance. For PMEMS, the USPS refunds postage for an item not available for customer pickup at the APO/FPO and DPO address or for which delivery to the addressee was not attempted domestically within the times specified by the standards for this service, unless the item was delayed by Customs; the item was destined for an APO/FPO and DPO that was closed on the intended day of delivery (delivery is attempted the next business day); or the delay was caused by one of the situations in 314.3.0.

4.5.2 Availability

[Revise 4.5.2 as follows:]

PMEMS (under 703.2.6) is available between the United States and designated APO/FPO and DPOs to provide Department of Defense personnel stationed overseas, and others entitled to APO and FPO mailing privileges, an expedited delivery service to or from the United States. PMEMS Custom Designed Service and PMEMS Open and Distribute service are available to authorized APO/FPO destinations.

* * * * *

[Revise the title of 4.6 as follows]

4.6 Open and Distribute

[Revise the text of 4.6 as follows:]

Priority Mail Express Custom Designed, Priority Mail Express Next Day Delivery, and Priority Mail Express Mail Day Delivery may be used to expedite movement of any other class of mail from one domestic USPS facility to another by Priority Mail Express Open and Distribute subject to the standards in 705.18.0.

* * * * *

400 Commercial Parcels

* * * * *

[Revise the title of 410 as follows]

410 Priority Mail Express

413 Prices and Eligibility

1.0 Prices and Fees

1.1 Prices Charged Per Piece

[Revise 1.1 as follows:]

Except for Flat Rate packaging (see 1.5), Priority Mail Express postage is charged for each addressed piece according to its weight and zone. The 0.5-pound price is charged for items up to 0.5 pound and items over 0.50 pound are rounded up to the next whole pound. For example, if a piece weighs 0.25 pound, the weight (postage) increment is 0.50 pound; if a piece weighs 0.75 pound, the weight increment is 1 pound. Priority Mail Express items mailed under a specific customer agreement are charged according to the individual agreement. For shipments presented in Priority Mail Express containers under Priority Mail Express Custom Designed agreements, each container is considered an addressed piece.

[Delete 1.2 Price Application in its entirety (relocated text in revised 1.1) and replace with newly renumbered 1.9 Determining Single-Piece Weight]

1.3 Commercial Base Prices

Priority Mail Express Commercial Base prices, (see Notice 123 – Price List). These prices apply to:

[Revise 1.3 item a as follows:]

- a. Customers who use an USPS Corporate Account (USPSCA), including federal agency accounts.

* * * * *

1.4 Commercial Plus Prices

* * * * *

1.4.1 Eligibility

Commercial Plus pricing is available to existing customers whose cumulative account volume exceeds 5,000 pieces in the previous four quarters or who have a customer commitment agreement with the USPS (see 1.4.2) and who are:

[Revise 1.4.1 item a as follows:]

- a. USPS Corporate Account (USPSCA) customers, including federal agency accounts.

* * * * *

1.7 Pickup on Demand

[Revise the second sentence of item 1.7 as follows:]

***This service may be combined with Priority Mail, Standard Post, and Package Services pickups (see 507.7.0). See Notice 123 – Price List.

* * * * *

[Renumber current 1.9 as new item 1.2]

* * * * *

[Revise the title of 3.0 as follows]

3.0 Basic Standards for Priority Mail Express

* * * * *

3.3 Matter Closed Against Postal Inspection

[Revise the text of item 3.3 as follows:]

Priority Mail Express matter is closed against postal inspection.

[Revise the title of 4.0 as follows]

4.0 Service Features of Priority Mail Express

4.1 General

[Revise 4.1 as follows:]

A mailing receipt showing the time and date of mailing must be provided to the mailer on retail acceptance of Priority Mail Express by the USPS. This receipt is a copy of the

multipart Priority Mail Express label affixed to the mailpiece and serves as evidence of mailing. Mailers authorized to present Priority Mail Express under Priority Mail Express Manifesting procedures in 705.2.0 must use a one-ply label and retain the verification manifest as the mailing receipt. Mailers using an online application to create their Priority Mail Express label must retain the customer online record or shipping history as evidence of mailing. A delivery record, including the addressee’s signature (see 415.2.2 and 415.2.3), will be faxed or mailed upon request. Customers may access proof of delivery information for Priority Mail Express as follows:

- a. Individual requests by article number can be retrieved at www.usps.com, or by calling 800-222-1811 and providing the article number. A proof of delivery letter (signature data) is provided electronically via email or signature extract file as provided in 4.1b.
b. Bulk proof of delivery (503.6.0) is available only to mailers using Priority Mail Express Manifesting service and is obtained in a signature extract file format.

* * * * *

[Revise the title of 4.5 as follows]

4.5 Priority Mail Express Military Service (PMEMS)

4.5.1 Objectives

[Revise 4.5.1 as follows:]

For Priority Mail Express Military Service (PMEMS), items presented at APO/FPO and DPO facilities before the published cut-off time are delivered the second day after acceptance. Items presented after the published cut-off time are delivered the third day after acceptance. For PMEMS, the USPS refunds postage for an item not available for customer pickup at the APO/FPO and DPO address or for which delivery to the addressee was not attempted domestically within the times specified by the standards for this service, unless the item was delayed by Customs; the item was destined for an APO/FPO and DPO that was closed on the intended day of delivery (delivery is attempted the next business day); or the delay was caused by one of the situations in 414.3.0, Postage Refunds.

4.5.2 Availability

[Revise 4.5.2 as follows:]

PMEMS (under 703.2.6) is available between the United States and designated APO/FPO and DPOs to provide Department of Defense personnel stationed overseas, and others entitled to APO and FPO mailing privileges, an expedited delivery service to or from the United States. PMEMS Custom Designed Service and PMEMS Open and Distribute service are available to authorized APO/FPO destinations.

* * * * *

[Revise title of 4.6 as follows.]

4.6 Open and Distribute

[Revise the text of 4.6 as follows:]

Priority Mail Express Custom Designed, Priority Mail Express Next Day Delivery, and Priority Mail Express Second Day Delivery may be used to expedite movement of any other class of mail from one domestic USPS facility to another by Priority Mail Express Open and Distribute subject to the corresponding standards. For more information, see 705.18.0.

* * * * *

500 Additional Mailing Services

503 Extra Services

[Delete 1.0 Extra Services for Express Mail in its entirety and renumber current 2.0 through 16.0 as new items 1.0 through 15.0]

* * * * *

3.0 Insured Mail

[Renumber 3.1 through 3.5 as new 3.3 through 3.7 and add new items 3.1 and 3.2 as follows:]

3.1 Insurance Coverage — Priority Mail Express

Priority Mail Express is insured against loss, damage, or missing contents, subject to these standards:

- a. Insurance coverage for Priority Mail Express Open & Distribute shipments ends on receipt at the destination postal facility and the content of each Priority Mail Express container is considered one mailpiece for indemnity coverage.
- b. All Priority Mail Express signed for by the addressee or the addressee’s agent constitutes a valid delivery, and no indemnity for loss is paid. For Priority Mail Express items not requiring a signature, a delivered scan event constitutes a valid delivery, and no indemnity for loss is paid.
- c. Merchandise insurance coverage is provided against loss, damage, or missing contents, and limited to a maximum liability of \$100.00. (Additional insurance under 3.1.1 may be purchased up to a maximum coverage of \$5,000.00.) Nonnegotiable documents are insured against loss, damage, or missing contents, up to \$100.00 per piece, subject to the maximum limit per occurrence as defined in 609, Filing Indemnity Claims for Loss or Damage.
- d. Customers may file a claim online for insured Priority Mail Express at www.usps.com/domestic-claims. Additional terms, coverage, and procedures of indemnity claims are in 609.0.

3.1.1 Additional Insurance-Priority Mail Express

Additional insurance, up to a maximum coverage of \$5,000.00, may be purchased for merchandise valued at more than \$100.00 sent by Priority Mail Express. The insurance fee is entered in the block marked “Insurance” on the mailing label. If the label does not contain this specific block, the mailer uses the “COD” block by crossing out “COD,” writing “INS” to the right, and entering the fee for the applicable coverage. Coverage is limited to the actual value of the contents, regardless of the fee paid, or the highest insurance value increment for which the fee is fully paid, whichever is lower. When “signature required” service is not requested or when “waiver of signature” is requested, additional insurance is not available.

3.1.2 Fees for Priority Mail Express Insurance

The Priority Mail Express additional insurance fee is in addition to postage and other fees. Priority Mail Express merchandise maximum coverage: \$5,000.00. Document reconstruction maximum liability: \$100.00. See Notice 123 — Price List.

* * * * *

3.2 Insurance Coverage — Priority Mail

Priority Mail pieces bearing an Intelligent Mail package barcode (IMpb) or USPS retail tracking barcode (see 10.3.1) are insured against loss, damage, or missing contents, up to a maximum of \$50.00 or \$100.00, subject to the following:

- a. Insurance coverage is provided against loss, damage, or missing contents and is limited to a maximum liability of \$100.00 when the Priority Mail pieces bear an Intelligent Mail package barcode (IMpb) and postage is paid at either Commercial Plus prices or through eVS or approved Manifest Mailing System. Additional Priority Mail insurance may be purchased up to a maximum coverage of \$5,000.00. Nonnegotiable documents are insured against loss, damage, or missing contents, up to \$100.00 per piece, subject to the maximum limit per occurrence as defined in 609.0.
- b. Insurance coverage is provided against loss, damage, or missing contents, and limited to a maximum liability of \$50.00 when the Priority Mail pieces bear an IMpb or USPS retail tracking barcode, and does not otherwise qualify for \$100.00 of insurance coverage as described in 3.2a. Additional Priority Mail insurance may be purchased up to a maximum coverage of \$5,000.00. Nonnegotiable documents are insured against loss, damage, or missing contents, up to \$50.00 per piece, subject to the maximum limit per occurrence as defined in 609.0.
- c. The Priority Mail pieces are not sent using the following services: Merchandise Return Service, Priority

Mail Open and Distribute, or Premium Forwarding Service.

- d. Customers may file a domestic claim online for insured Priority Mail at www.usps.com/domestic-claims. Additional terms, coverage, and procedures for indemnity claims are in 609.0.

3.2.1 Additional Insurance-Priority Mail

Additional insurance, up to a maximum coverage of \$5,000.00, may be purchased for merchandise valued at more than either \$50.00 or \$100.00 as provided in 3.2a and 3.2b, sent by Priority Mail.

* * * * *

3.4 Basic Information

3.4.1 Description

The following standards apply to insured mail service:

[Revise the first sentence of 3.4.1 item a as follows:]

- a. Insured mail purchased at a retail Post Office location, including self-service or online through Click-N-Ship or a USPS-approved provider of PC Postage products and including customer-generated integrated barcodes (3.5.5), provides up to \$5,000.00 indemnity coverage for articles that are lost, damaged, or have missing contents, subject to the standards for the service and payment of the applicable fees.***

[Revise the first sentence of 3.2.1 item b as follows:]

- b. A bulk insurance discount is available for insured articles entered by authorized mailers who meet the criteria in 3.6.***

[Revise the fourth sentence of item c as follows:]

- c. ***Customers may obtain a delivery record by purchasing additional services; see 5.0 for details.

[Revise the first sentence of item d as follows:]

- d. Postal insurance may be purchased at only one source for each mailpiece; combining postal insurance from multiple sources is not permitted.

* * * * *

3.4.4 Additional Services

[Revise the second sentence of 3.4.4 as follows:]

***Customers purchasing electronic return receipt service at the time of mailing may also receive bulk proof of delivery (6.0).

* * * * *

3.4.5 Delivery Record

[Revise the first sentence of 3.4.5 as follows:]

Mailers may request a delivery record after mailing under 5.3.2.

3.5 Mailing

* * * * *

3.5.3 Markings and Forms

The treatment of pieces is determined by the insurance amount:

[Revise 3.5.3 items a, b, and c as follows:]

- a. Retail pieces insured for \$200.00 or less: The mailer must affix a barcoded Form 3813 (see Exhibit 3.5.3a) to each piece above the delivery address and to the right of the return address. No signature is obtained.

* * * * *

- b. Retail pieces insured for more than \$200.00: The mailer must affix a barcoded Form 3813-P (see Exhibit 3.5.3b) to each piece above the delivery address and to the right of the return address.

* * * * *

- c. Mail for which insurance is purchased online must include the text "Insured" in the indicia area of the online label; the markings and forms in 3.5.3a and 3.5.3b are not required.

* * * * *

3.5.4 Privately Printed Form 3813-P

[Revise the fourth sentence of 3.5.4 as follows:]

Unless printing integrated forms under 3.5.5, forms must retain the label design elements and color consistent with USPS Form 3813-P.

3.5.5 Integrated Barcodes

The following options are available for mailers who print their own labels:

* * * * *

- b. Mailers have another option for printing labels with insurance (see Exhibit 3.5.5d).***

* * * * *

Exhibit 3.5.5d Mailer-Printed Label With Integrated Barcode

[Insert new exhibit 3.5.5d]

[Revise 3.5.5 item e as follows:]

- e. Mailers must use an integrated barcode (see Exhibit 3.5.5e) when insurance is purchased online for Priority Mail and for parcels mailed at First-Class Mail, First-Class Package Service, Media Mail, Standard Post, or Parcel Select prices.***

1. Mailers may purchase insurance online for indemnity coverage of \$200.00 or less with electronic

option USPS Tracking/Delivery Confirmation service. Prepare barcodes under 3.5.5c.

- 2. Mailers may purchase insurance online for indemnity coverage of more than \$200.00, up to \$5,000.00, with electronic option USPS Tracking/Delivery Confirmation service or Signature Confirmation service using integrated barcodes under 3.5.5d.

Exhibit 3.5.5e Integrated Barcodes With Routing ZIP Code

[Insert new exhibit 3.5.5e:]

* * * * *

3.6 Bulk Insurance for Standard Mail

3.6.1 Eligibility

[Revise the first sentence of 3.6.1 as follows:]

To mail at the bulk insured service prices, mailers must obtain an authorization under 3.6.2 and meet the following criteria:

* * * * *

3.6.2 Authorization

[Revise 3.6.2 by deleting the third sentence and revising the second sentence as follows:]

The Postmaster or designee will verify on this form that the mailer meets the requirements in 3.6.1. If the mailer does not meet the requirements, the application will be denied. If the mailer meets the requirements in 3.6.1, the Postmaster or designee will certify on the bulk insured service verification form that the mailer qualifies and forward the form to the manager of Claims Processing at the St. Louis Accounting Service Center (ASC).

* * * * *

5.0 Return Receipt

* * * * *

5.2 Basic Information

5.2.1 Description

[Revise the second sentence of 5.2.1 as follows:]

A mailer purchasing return receipt service at the time of mailing may choose to receive the return receipt by mail (Form 3811) or electronically (by email or by signature extract file format as provided in 6.0).

5.2.2 Eligible Matter

Return receipt service is available for:

[Revise 5.2.2 item a as follows:]

- a. Priority Mail Express (receive by mail (Form 3811) option only). If a return receipt is requested, the mailer

must show a complete return address on the mailpiece. The return address on the Priority Mail Express label meets this requirement.

* * * * *

5.2.4 Additional Services

[Revise the text of 5.2.4 as follows:]

If return receipt service has been purchased with one of the services listed in 5.2.2, one or more of the following extra services may be added at the time of mailing if the standards for the services are met and the additional service fees are paid:

* * * * *

6.0 Bulk Proof of Delivery

6.1 Description

***Bulk proof of delivery records are available as follows:

[Revise 6.1 by adding new item f as follows:]

- f. Bulk proof of delivery is available only to mailers using Priority Mail Express Manifesting service and is obtained in a signature extract file format.

6.2 Eligibility

Mailers who use extra service labels procured from a Postal Service retail location cannot participate in bulk proof of delivery. Bulk proof of delivery is available to mailers who participate in the following mailing programs:

* * * * *

[Revise 6.2 item c as follows:]

- c. Priority Mail Express Manifesting (PMEM).

* * * * *

12.0 Collect on Delivery (COD)

* * * * *

12.2.2 Eligible Matter

[Revise the introductory text of 12.2.2 as follows:]

COD service may be used for Priority Mail Express (next day and second day service only), First-Class Mail, Priority Mail (excluding Critical Mail), Standard Post, and any Package Services or Parcel Select (except Parcel Select Lightweight) sub-category if:

* * * * *

12.2.3 Additional Services

Purchasing COD service allows customers to then purchase restricted delivery service or a return receipt. The following additional services may be combined with COD if the applicable standards for the services are met and the additional service fees are paid:

[Revise 12.2.3 items a and c as follows:]

- a. USPS Tracking (not available for purchase with Priority Mail Express COD).

* * * * *

- c. Signature Confirmation (not available for purchase with Priority Mail Express COD).

* * * * *

[Revise the title of 12.2.5 as follows]

12.2.5 Priority Mail Express COD

[Revise the text of 12.2.5 as follows:]

Any article sent COD also may be sent by Priority Mail Express Next Day and Priority Mail Express Second Day service when a signature is requested. Such mail is handled in the same manner as other Priority Mail Express. The maximum amount collectible from the addressee on an individual article is \$1,000.00, and indemnity for failure to collect or issue payment is limited to \$1,000.00. Priority Mail Express postage and the proper COD fees must be paid. Both the Priority Mail Express label and COD form must be affixed to each article. The Priority Mail Express article number is used for delivery receipt and indemnity claims.

* * * * *

[Revise the title and text of 12.2.7 as follows:]

12.2.7 Redirecting COD

The mailer of a COD article may use USPS Package Intercept service to redirect the COD mailpiece to a new addressee, to a designated Post Office using Hold For Pickup service, or to the sender by paying the applicable fee as provided in 507.5.

[Delete 12.2.8, Notice to Mailer, in its entirety.]

12.3 Forms

12.3.1 PS Form 3816

[Revise the first sentence of 12.3.1 as follows:]

Mailers must complete barcoded PS Form 3816 (see Exhibit 12.3.1) and attach it either above the delivery address and to the right of the return address, or to the left of the delivery address on parcels. If more than three articles are sent at a time, the mailer may use PS Form 3816-AS.

Exhibit 12.3.1 PS Form 3816

[Replace Exhibit 12.3.1, PS Form 3816 as follows:]

* * * * *

507 Mailer Services

1.0 Treatment of Mail

* * * * *

1.5 Treatment for Ancillary Services by Class of Mail

1.5.1 First-Class Mail, First-Class Package Service, and Priority Mail

Undeliverable-as-addressed First-Class Mail (including postcards), First-Class Package Service, and Priority Mail pieces are treated under Exhibit 1.5.1, with these additional conditions:

* * * * *

[Revise 1.5.1 item c as follows:]

- c. The Priority Mail portion of a Priority Mail Open and Distribute shipment receives the forwarding, return, and address correction services described in Exhibit 1.5.1. The mail enclosed within the Priority Mail Open and Distribute shipment receives the services appropriate for its class.

* * * * *

[Revise the title of 1.5.5 as follows]

1.5.5 Priority Mail Express

Undeliverable-as-addressed (UAA) Priority Mail Express is treated as described in Exhibit 1.5.5, with these additional conditions:

* * * * *

[Revise 1.5.5 item c as follows:]

- c. The Priority Mail Express portion of a Priority Mail Express Open and Distribute shipment receives the forwarding, return, and address correction services described in Exhibit 1.5.5. The mail enclosed within the Open and Distribute shipment receives the services appropriate for its class.

* * * * *

7.0 Pickup on Demand Service

* * * * *

7.2 Basic Standards

* * * * *

7.2.5 Standards

[Revise the first sentence of 7.2.5 as follows:]

Each piece of Express Mail, Priority Mail, or Standard Post must meet all applicable eligibility and preparation standards. Material prepared as Express Mail or Priority Mail Open and Distribute shipments must meet the applicable standards in 705.18.0.

* * * * *

600 Basic Standards For All Mailing Services

* * * * *

604 Postage Payment Methods

* * * * *

5.0 Permit Imprint (Indicia)

* * * * *

5.3 Indicia Design, Placement, and Content

* * * * *

5.3.11 Indicia Formats

Unless prepared under 5.3.12 or 5.4, permit imprint indicia on mailpieces must be prepared in one of the formats in Exhibit 5.3.11, as applicable to the price claimed or type of mail. (Not all permissible combinations of content elements are shown.) Specific markings may be required as applicable for the price claimed. Express Mail markings may be used in lieu of Priority Mail Express (made effective July 28, 2013) until January 26, 2014.

Exhibit 5.3.11 Indicia Formats for Official Mail and Other Classes

[Revise Exhibit 5.3.11 by replacing Express Mail with Priority Mail Express]

* * * * *

609 Filing Indemnity Claims for Loss or Damage

1.0 General Filing Instructions

* * * * *

1.4 When to File

File claims as follows:

[Revise 1.4 by inserting the updated chart as follows:]

Mail Type or Service	When to File (from Mailing Date)	
	No Sooner Than	No Later Than
Priority Mail Express	7 days	90 days
Priority Mail Express COD	45 days	90 days
Registered Mail	15 days	180 days
Registered COD	45 days	180 days
Insured Mail (including Priority Mail under 3.2)	21 days	180 days
COD	45 days	180 days
APO/FPO Insured Mail (First-Class Mail, SAM, or PAL)	45 days	1 year
APO/FPO Insured Mail (Surface Only)	75 days	1 year

1.5 Where to File

[Revise the text and items in 1.5 as follows:]

A domestic claim should be filed online at www.usps.com/domestic-claims for domestic insured mail, Priority Mail Express, COD, and Registered Mail. Customers without internet access may file by mail (1.6.2) or at the Post Office (1.6.3).

1.6 How to File

[Renumber current 1.6.2 as new item 1.6.1 and revise newly renumbered 1.6.1 as follows:]

1.6.1 Claims Filed Online

[Revise the text of 1.6.1 as follows:]

Customers may file a claim online for insured mail, including Priority Mail with insurance coverage as provided in 503.3.2, Priority Mail Express, COD, and Registered Mail at www.usps.com/domestic-claims. Evidence of value is required and should be submitted as an uploaded file (pdf or .jpeg); otherwise, the claim cannot be completed online (see 1.6.2 to file by mail or 1.6.3 to file at the Post Office). Evidence of insurance must be retained by the customer until the claim is resolved. Upon written request by the USPS, the customer must submit proof of damage (see 2.0) for damaged items or missing contents, in person, to a local Post Office for inspection, retention, and disposition in accordance with the claims decision.

[Renumber current 1.6.1 as new 1.6.2 and revise the second sentence of item 1.6.2 as follows:]

1.6.2 Claims Filed by Mail

Customers may print PS Form 1000 from www.usps.com/insuranceclaims.

1.6.3 Claims Filed at the Post Office

[Revise the first two sentences of 1.6.3 as follows:]

A customer may file PS Form 1000 at a local Post Office, which will then forward the form to Accounting Services in St. Louis. Customers may print PS Form 1000 from www.usps.com/insuranceclaims.

* * * * *

3.0 Providing Evidence of Insurance and Value

3.1 Evidence of Insurance

For a claim involving insured mail, Registered Mail, COD, or Priority Mail Express, the customer must retain evidence showing that the particular service was purchased until the claim is resolved. Examples of acceptable evidence of insurance are:

[Revise the fourth sentence of item a as follows:]

- a. ***Customers filing online claims may scan the receipt and submit as an uploaded file; otherwise, the claim cannot be completed online (see 1.6.2 to file by mail or 1.6.3 to file at the Post Office).

* * * * *

[Revise item e as follows.]

- e. For insured mail or COD mail paid using eVS under 705.2.9, the mailer must include either a Detail Record in their Shipping Services files, version 1.6 or higher, which contains recipient name and address information for the accountable Extra Services pieces in the mailing as provided in Publication 205, eVS® *Business & Technical Guide*, Pub 199, *Intelligent Mail Package Barcode (IMpb) Implementation Guide*, and Pub 122, *Customer Guide to Filing Domestic Insurance Claims or Registered Mail Inquiries* or present a printout of the part of Form 3877 that identifies the parcel by including the article number (the package identification code) of the insured or COD parcel, total postage paid, fee paid, declared insured value, amount due sender if COD, mailing date, origin ZIP Code, and delivery ZIP Code reported in the parcel record in the eVS manifest file. The Detail Records of Shipping Services files or Form 3877 are presented to confirm payment through eVS. This information is used by the administering Post Office where the eVS permit account is held and for claims processing.

3.2 Evidence of Value

[Revise the introductory test of 3.2 as follows:]

The customer (either the mailer or the addressee) must submit acceptable evidence to establish the cost or value of the article at the time it was mailed. For claims submitted online, evidence of value should be submitted as an uploaded file; otherwise, the claim cannot be completed online (see 1.6.2 to file by mail or 1.6.3 to file at the Post Office). Other evidence may be requested to help determine an accurate value. Examples of acceptable evidence are:

* * * * *

[Revise 3.2 item b as follows:]

- b. For items valued up to \$100, the customer's own statement describing the lost or damaged article and including the date and place of purchase, the amount paid, and whether the item was new or used (only if a sales receipt or invoice is not available). If the article mailed is a hobby, craft, or similar handmade item, the statement must include the cost of the materials used in making the item. The statement must describe the article in sufficient detail to determine whether the value claimed is accurate. (For example, a claim for an heirloom item would include the customer's own statement explaining it was not purchased, costs for materials are not available, along with estimates of repair costs or appraisals from a reputable dealer or a picture from a catalog showing the value of a similar article).

* * * * *

700 Special Standards

* * * * *

705 Advanced Preparation and Special Postage Payment Systems

* * * * *

[Revise the title of 18.0 as follows]

18.0 Priority Mail Express Mail Open and Distribute and Priority Mail Open and Distribute

* * * * *

18.3.2 Extra Services

No extra services may be added to the Priority Mail Express segment of Priority Mail Express Open and Distribute shipment, and the enclosed mail may receive only the following extra services:

* * * * *

[Revise 18.3.2 item d as follows:]

d. Parcel Select, Standard Post, and Package Services mail may be sent with special handling or, for parcels only, USPS Tracking/Delivery Confirmation or Signature Confirmation service.

* * * * *

18.5.8 DDU Address Labels

* * * * *

Exhibit 18.5.8 DDU Address Label

[Add new Exhibit 18.5.8.]

* * * * *

18.5.9 SCF Address Labels

* * * * *

Exhibit 18.5.9 SCF Address Label

[Add new Exhibit 18.5.9.]

* * * * *

18.5.10 ADC Address Labels

* * * * *

Exhibit 18.5.10 ADC Address Label

[Add new Exhibit 18.5.10.]

* * * * *

18.5.11 NDC Address Labels

* * * * *

Exhibit 18.5.11 NDC Address Label

[Add new Exhibit 18.5.11.]

* * * * *

18.5.12 ASF Address Labels

* * * * *

Exhibit 18.5.12 ASF Address Label

[Add new Exhibit 18.5.12.]

* * * * *

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

— Product Classification, Pricing, 6-27-13

DMM Revision: More Leeway for Barcodes on Flats

Effective July 28, 2013, the Postal Service™ will revise the Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM®) 302.5.0 to remove obsolete language that prohibits 5-digit or 9-digit routing barcodes on automation flats. That restriction was implemented when the qualifying barcode was a POSTNET barcode. Now that all automation flats must have an Intelligent Mail barcode (IMb), and in recognition of the practice of upgrading the quality of barcodes on flats, a non-qualifying 5-digit or 9-digit barcode will be allowed on an automation flat as long as the qualifying barcode also is on the flat in a location as allowed by DMM 302.5.1. As a reminder, DMM 302.5.1 will remain as is, and mailers may use the new option immediately.

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

* * * * *

300 Commercial Flats

* * * * *

302 Elements on the Face of a Mailpiece

* * * * *

5.0 Barcode Placement

* * * * *

[Delete current 5.2, 5-Digit and ZIP+4 Barcodes, in its entirety, and renumber current 5.3 through 5.5 as new 5.2 through 5.4.]

* * * * *

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

— Product Classification, Pricing, 6-27-13

**DID YOU
KNOW** 

**USPS
delivers mail to
more than
152 million
delivery points
in the U.S.**



Pull-Out Information

Fraud

Domestic Orders

False representation is enforced by Postmasters at the city listed below.

State, City, ZIP Code	Names and Addresses Covered	Product
FL, Lauderdale Lakes 33313-3346	Sandra Whitaker, 2545 NW 49th Ave., Apt. 109	Fraudulent sweepstakes and lottery scheme

— Judicial Officer, 6-27-13

Withholding of Mail Orders

Withholding of Mail Orders is enforced by Postmasters at the cities listed below.

State, City, ZIP Code	Names and Addresses Covered
CA, Costa Mesa 92627-7140	Any and All of Various Names, 2052 Newport Blvd, 6-238
CA, Fountain Valley 92708-5439	Any and All of Various Names, 17870 Newhope St, Ste 104-547
CA, Penngrove 94951-0714	Any and All Names Except Joshua Lefer, P.O. Box 714
CA, Santa Rosa 95405-7525	Any and All Names Except Daniel Werts, 1535 Farmers Lane, PMB 187
NJ, Edgewater 07020-1149	Any and All Names, 725 River Road, PMB 301
NJ, Hamilton 08690-2747	Any and All Names, 957 Route 33, PMB 316
NJ, New Brunswick 08906-1260	Any and All Names, PO Box 11260

— Judicial Officer, 6-27-13

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.

005383	019328	070030	076322	089665	095861	100104	104113	117802	146139	220315	292724	320015
005720	019531	070276	076793	089750	095992	100257	104221	117992	146625	220316	293127	320016
005864	020330	070329	076839	090026	096017	100318	104432	118006	152793	220364	297000	320019
005974	021721	070393	076863	091145	096364	100325	104524	118273	191636	220434	300532	320023
006614	021754	070793	077117	091906	096612	100479	104625	119135	192195	221219	303002	320026
006865	022556	071089	078007	092675	096625	100550	104654	119455	192567	221228	303006	320028
006990	023006	073011	078104	093104	096747	100578	104660	119656	197005	221235	305221	320032
008046	025099	075177	078916	093249	097117	100629	107014	122394	197048	221241	311430	320035
008072	028502	075330	079059	093409	097162	100653	109728	124014	200092	221303	312181	320037
008118	030459	075360	079143	093573	097169	100664	112123	124160	200743	271105	312381	320084
008344	037020	075457	080469	094257	097304	100714	113544	125134	200904	273036	312443	320118
008348	041114	075531	080513	094878	097591	100772	115241	135261	207485	274385	314199	320135
008419	044298	075825	085721	095017	097717	100805	115307	142079	210051	280173	314828	320143
008575	060023	075985	086000	095105	097723	100870	115408	142091	210140	292187	320002	320144
008962	060889	076057	088034	095416	097874	100878	115437	142099	210434	292204	320003	320147
010439	068337	076223	088533	095703	098340	101997	115510	142105	210874	292283	320007	320744
015409	068449	076235	089270	095771	098609	102802	115553	142123	220142	292605	320008	320772
016880	068611	076311	089303	095794	100064	102830	117191	142713	220238	292664	320012	320798

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.

010 001 0200 to 0299	040 688 8816 to 8899	077 999 4001 to 4090	127 500 2328 to 2399
010 504 1932 to 1999	041 299 6752 to 6799	078 174 4475 to 4499	160 901 2254 to 2299
011 582 1889 to 1899	041 623 8889 to 8899	078 219 4931 to 4999	161 103 6581 to 6599
011 588 2900 to 3099	041 803 6565 to 6599	078 250 4756 to 4799	161 194 2857 to 0899
012 441 0784 to 0799	043 129 1968 to 1997	078 823 8312 to 8399	162 032 4447 to 4499
012 579 5675 to 5699	043 205 5922 to 5999	079 374 0300 to 2499	163 257 1085 to 1099
013 289 6176 to 6199	044 087 3457 to 3499	079 807 2342 to 2399	166 101 1433 to 1499
013 610 0014 to 0099	044 087 4000 to 4099	082 721 0228 to 0254	167 555 5201 to 5212
014 932 1000 to 1099	044 306 4200 to 4299	083 140 5000 to 7499	167 555 5214 to 5299
014 972 0800 to 0899	044 306 4370 to 4599	083 784 8886 to 8899	169 618 6274 to 6299
015 363 0065 to 0099	045 524 4121 to 4298	083 913 6915 to 6999	173 639 4685 to 4699
017 028 3200 to 3299	046 800 9870 to 9899	084 478 3920 to 3999	174 238 2779 to 2799
018 569 5333 to 5399	047 352 4000 to 4099	086 000 8271 to 8299	174 281 9347 to 9399
018 986 5264 to 5299	048 383 7650 to 7659	086 798 3840 to 3849	175 251 2600 to 0699
019 518 2814 to 2899	048 396 3647 to 3699	088 404 4472 to 4499	176 281 7937 to 7950
020 698 5159 to 5199	051 142 0755 to 0799	088 404 5584 to 5699	176 281 7963 to 7999
020 844 7307 to 7399	051 774 8857 to 8899	088 757 8688 to 8699	176 731 6586 to 6599
020 972 8948 to 8999	051 781 2875 to 2885	088 757 9400 to 9499	178 254 5000 to 9999
022 021 9110 to 9181	051 977 7010 to 7023	089 358 2248 to 2257	178 881 9900 to 9999
022 037 1411 to 1499	052 058 7115 to 7199	090 663 9678 to 9684	180 031 2089 to 2098
022 527 9201 to 9210	054 450 1130 to 1167	091 818 0071 to 0099	180 403 7723 to 7741
022 529 1882 to 1899	057 670 0563 to 0599	093 106 9346 to 9355	180 428 4580 to 0599
023 637 7169 to 7199	058 187 3836 to 3899	093 203 0500 to 0599	182 368 7544 to 0599
024 380 4100 to 4199	058 523 3003 to 3099	093 684 3630 to 3699	182 475 3229 to 3258
024 496 6870 to 6896	058 591 1153 to 1299	094 081 5074 to 5099	182 475 3904 to 3933
025 092 0987 to 0999	058 895 3746 to 3799	094 216 2555 to 2599	182 631 0031 to 0099
025 369 5535 to 5599	059 986 0814 to 0899	094 580 7062 to 7099	184 218 2760 to 2799
025 729 1151 to 1199	060 406 7650 to 7699	094 639 4200 to 4299	185 828 1474 to 1499
025 729 1643 to 1799	063 491 8122 to 8199	095 070 7186 to 7199	186 132 7583 to 0599
026 492 3180 to 3199	063 916 9968 to 9999	095 076 8300 to 8399	186 629 0589 to 0599
027 361 0430 to 0499	064 091 4500 to 4599	095 354 6864 to 6899	187 184 6177 to 0199
027 369 4482 to 4495	065 170 0471 to 0499	097 224 1350 to 1599	187 323 8200 to 8299
027 671 8762 to 8776	065 255 7909 to 7999	100 160 3800 to 3899	187 441 6080 to 6099
027 787 9886 to 9899	065 392 6345 to 6399	104 667 6400 to 6499	188 831 6774 to 6799
027 965 9487 to 9499	066 099 2014 to 2099	104 876 8937 to 8999	188 835 6370 to 6399
028 100 8069 to 8099	066 648 2880 to 2899	112 049 4413 to 4499	189 083 1064 to 1099
028 191 1852 to 1999	066 787 3639 to 3699	112 870 9765 to 9799	189 660 9583 to 9599
028 850 3000 to 3199	066 845 7500 to 9999	113 319 2000 to 2099	191 179 0377 to 0399
029 510 1500 to 1599	067 093 3869 to 3899	114 402 3850 to 3899	194 456 8600 to 0699
030 687 0903 to 0999	068 895 0334 to 0399	114 866 5368 to 5397	195 194 6881 to 6899
030 701 3442 to 3499	070 724 4488 to 4499	116 154 2800 to 2899	199 105 0778 to 0799
031 077 4507 to 4799	070 841 9181 to 9199	116 986 4400 to 4499	199 678 2968 to 2999
032 295 7500 to 9999	070 844 2546 to 2599	117 175 1647 to 5169	203 256 1240 to 1299
034 394 1000 to 1099	070 916 1340 to 1399	117 951 4687 to 4699	208 556 4707 to 4799
034 943 0400 to 0799	071 047 5768 to 5799	117 951 5200 to 5299	210 221 0548 to 0599
035 035 4337 to 4399	071 179 9800 to 9899	119 786 3051 to 3064	227 275 9400 to 9999
037 312 7500 to 7599	071 386 3682 to 3699	119 815 8961 to 6199	273 070 8059 to 8099
037 706 9578 to 9599	071 507 6840 to 6899	119 850 7400 to 7499	273 775 7700 to 7899
037 805 3677 to 3699	072 045 9641 to 9699	119 850 7700 to 7999	302 000 0000 to 9999
037 909 5490 to 5499	072 675 8287 to 8299	121 634 0460 to 0499	349 746 2056 to 2099
037 931 4660 to 4699	073 763 0867 to 0876	122 451 9879 to 9899	350 518 7350 to 7374
039 145 6521 to 6595	073 763 0878 to 0887	122 714 6805 to 6900	360 011 1690 to 1699
040 024 3901 to 3999	073 763 0889 to 0898	124 916 0304 to 0499	360 168 6008 to 6099
040 674 7100 to 7199	077 617 5481 to 5499	126 423 0136 to 0169	360 173 8800 to 8899

740 470 2420 to 2443
740 514 0300 to 0499
740 523 7432 to 7449
740 535 1555 to 1580
740 557 3570 to 3579
740 650 4104 to 4140
740 684 0620 to 0800
740 701 6105 to 6114
740 705 9790 to 9799
740 726 6400 to 6500
740 748 8319 to 8329
740 765 3306 to 3399
740 774 8434 to 8499
740 786 1885 to 1899
740 790 5989 to 5999
740 820 4854 to 7836
740 827 7578 to 7594
740 917 7490 to 7499
740 918 5531 to 5549
741 037 8528 to 8551
742 033 2663 to 2674
742 040 3300 to 3309
742 151 5000 to 5014
742 192 5210 to 5224
742 228 9660 to 9669
805 885 8411 to 8499
806 087 1100 to 1499
806 268 9275 to 9299
806 534 3400 to 3477
807 342 3283 to 3399
808 086 7100 to 7199
808 090 3440 to 3499
808 325 5161 to 5699
808 784 8000 to 8299
830 125 0672 to 0699
830 602 5800 to 5999
830 610 3700 to 3799
830 983 3500 to 3599
830 983 3635 to 3699
831 354 1387 to 1399
831 815 8240 to 8299
832 525 3810 to 3899
833 159 1884 to 1899
833 456 2567 to 2599
833 566 3015 to 3071
834 130 5200 to 5299
834 316 5444 to 5499
834 354 8747 to 8766
834 354 8824 to 8838
835 269 5700 to 5799
835 496 7303 to 7399
835 539 5200 to 5999
835 813 3015 to 3099
837 672 8967 to 8999
837 784 3282 to 3299
838 176 8377 to 8399
838 518 1257 to 1299
839 718 8257 to 8299
840 323 0600 to 0699
840 875 6235 to 6299
840 910 0900 to 0999
841 349 5000 to 5099
841 805 7747 to 7899
841 805 7944 to 8099

842 226 0685 to 0695
842 685 4600 to 4699
842 685 4742 to 4999
842 860 0300 to 0399
842 898 5582 to 5599
843 062 7100 to 7199
843 077 6288 to 6299
843 077 6378 to 6399
843 758 5769 to 5778
843 786 2554 to 2699
845 656 8165 to 8199
845 727 2100 to 2199
845 746 2618 to 2635
846 390 7531 to 7599
846 918 0572 to 0599
847 237 7690 to 7699
847 284 2481 to 2499
847 374 7055 to 7065
847 374 7055 to 7065
847 636 5304 to 5399
847 700 5447 to 5499
847 723 7500 to 7599
849 485 3427 to 3499
849 520 9850 to 9899
849 608 1357 to 1399
849 792 2600 to 2699
850 546 1862 to 1899
851 143 6826 to 6844
851 209 9880 to 9899
851 928 9221 to 9299
852 589 6560 to 6599
853 049 3646 to 3699
854 304 4089 to 4999
854 529 2200 to 2299
854 532 0000 to 2999
855 001 6204 to 6249
855 319 9364 to 9399
855 361 3390 to 3399
856 226 0490 to 0499
856 656 5800 to 5999
856 752 0200 to 0299
857 111 1352 to 1399
857 279 3450 to 3499
857 843 4000 to 4099
858 124 7644 to 7699
858 756 3111 to 3299
859 063 8200 to 8699
859 190 0600 to 0644
859 437 5538 to 5599
859 811 2888 to 2899
859 855 8873 to 8999
860 240 8520 to 8599
860 275 3900 to 3999
860 518 9629 to 9699
860 600 0021 to 0999
861 158 2350 to 2599
861 367 5400 to 5499
861 637 6010 to 6099
861 979 7292 to 7499
862 216 6100 to 6199
862 263 9213 to 9299
862 271 0800 to 0999
862 271 5000 to 5099
863 871 5138 to 5199

863 949 5300 to 5399
864 088 8200 to 8299
864 426 3972 to 3999
864 520 6117 to 6136
865 151 0526 to 0599
865 500 4034 to 4099
865 883 6082 to 6099
866 004 3000 to 3999
866 442 4100 to 4899
867 366 9108 to 9118
867 633 7403 to 7499
867 737 5623 to 5699
868 169 4529 to 4599
868 173 8400 to 8599
868 514 9000 to 9099
868 566 9200 to 9299
869 200 0000 to 9999
869 387 1150 to 1199
869 505 3500 to 3599
869 523 7033 to 7099
869 566 6150 to 6167
869 800 0000 to 999 9999
870 054 4814 to 4899
870 491 4812 to 4849
870 536 5820 to 5829
870 541 7167 to 7239
870 575 8155 to 8999
870 589 0485 to 0494
870 691 7060 to 7099
872 028 4850 to 4899
872 029 9306 to 9399
872 078 3709 to 3799
872 100 0445 to 0459
900 556 4178 to 4199
900 845 0044 to 0099
900 936 0217 to 0299
900 936 0435 to 0499
901 058 5255 to 5280
901 273 1082 to 1099
901 287 5143 to 5199
901 291 2789 to 2799
901 525 7122 to 7199
902 089 1253 to 1299
902 198 9769 to 9799
902 948 1269 to 1299
902 985 0833 to 0899
903 370 6934 to 6999
904 600 6523 to 6599
904 892 0378 to 0399
904 892 0648 to 1299
905 056 2216 to 2299
905 510 6647 to 6799
905 510 6900 to 7099
905 794 0000 to 0199
905 794 0288 to 0299
905 873 6900 to 6999
905 873 7100 to 7299
905 880 8900 to 8999
905 889 7100 to 7199
906 158 1508 to 1599
906 558 8812 to 8899
906 982 2214 to 2299
907 725 8500 to 8599
907 815 0216 to 0257

908 622 4225 to 4235
908 936 9254 to 9299
909 066 4494 to 7499
909 067 7400 to 7499
909 100 1787 to 1799
909 100 1900 to 2099
909 355 0422 to 0499
909 568 8900 to 9099
909 568 9300 to 9499
909 725 7307 to 7399
909 833 0947 to 0999
910 219 8631 to 8699
910 265 1100 to 1199
910 471 7273 to 7299
910 536 2505 to 2599
910 958 7499 to 7599
911 140 1000 to 2199
911 245 2545 to 2599
911 268 9077 to 9099
911 400 8948 to 8999
911 508 1620 to 1799
911 509 9310 to 9399
911 523 3000 to 3999
912 057 9922 to 9999
912 882 0563 to 0899
913 605 2218 to 2299
913 709 2429 to 2499
913 818 3501 to 3999
914 063 4300 to 4399
914 346 7621 to 7644
914 453 1366 to 1399
914 529 6185 to 6299
914 896 4658 to 4699
915 187 8774 to 8779
915 300 2783 to 2799
915 546 6822 to 6999
915 646 5183 to 5199
915 671 3963 to 3980
915 671 3982 to 3999
915 675 2217 to 2299
916 440 3377 to 3399
916 670 6352 to 6399
916 682 5300 to 5399
916 694 1414 to 1499
916 703 0802 to 0821
917 089 0709 to 0799
917 089 0842 to 0899
917 216 2928 to 2999
917 370 6300 to 6499
917 486 4900 to 4999
918 460 0602 to 0699
918 951 7231 to 7299
919 519 2786 to 2799
919 536 0770 to 0799
919 814 3095 to 3199
919 889 5110 to 5134
919 889 5137 to 5176
919 889 5178 to 5199
919 889 5030 to 5070
919 889 5090 to 5099
919 915 2774 to 2787
920 155 4662 to 4687
920 309 9039 to 9199
920 771 5321 to 5399

920 857 5500	to	5899	923 810 7800	to	8299	928 856 2059	to	2068	934 018 2729	to	2741
920 864 3480	to	3499	924 252 1200	to	1299	930 219 1722	to	1799	934 180 0300	to	0399
920 963 4567	to	4599	924 252 1400	to	1499	930 335 7810	to	7819	934 236 3954	to	3999
921 333 7400	to	7499	924 533 0711	to	0799	931 097 9259	to	9299	934 622 8717	to	8999
921 477 3762	to	3799	924 533 2343	to	2399	931 156 1502	to	1579	935 216 0312	to	0399
922 278 1048	to	1399	924 533 2428	to	2499	931 156 1600	to	1625	935 843 2202	to	2247
922 280 2019	to	2099	924 685 1957	to	1999	931 156 1671	to	1699	936 024 8889	to	8899
922 280 2233	to	2299	924 946 6300	to	6699	932 506 6400	to	6599	936 339 4455	to	4499
922 773 0459	to	0499	925 333 5900	to	6099	932 732 1796	to	1799			
923 032 7000	to	7399	925 336 2300	to	2399	932 827 9026	to	9099			
923 045 3630	to	3699	926 432 5907	to	5999	932 957 2300	to	2399			
923 484 3600	to	3699	926 436 3600	to	3699	933 060 6160	to	6189			
923 493 9403	to	9599	927 765 6257	to	6299	933 387 2541	to	2561			
923 493 9681	to	9699	928 197 8100	to	8199	933 760 3609	to	4199			
923 604 4424	to	4499	928 197 8283	to	8299	933 894 0928	to	0999			

— Criminal Investigations Group, Postal Inspection Service, 6-27-13

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	725 475 321	to	5 330	730 501 951	to	2 130	733 704 482	to	4 570
720 227 871	to	7 930	725 711 057	to	1 070	730 519 379	to	9 470	733 751 041	to	1 130
720 227 949	to	7 960	725 738 581	to	8 730	730 569 278	to	9 360	734 009 101	to	9 130
720 368 543	to	8 570	725 981 311	to	1 430	730 711 711	to	1 740	734 290 759	to	0 770
720 392 151	to	2 570	725 987 835	to	7 880	730 722 991	to	3 230	734 389 273	to	9 290
720 556 491	to	6 640	726 060 811	to	0 900	730 845 970	to	5 990	734 440 031	to	0 111
720 558 621	to	8 650	726 391 970	to	2 520	730 888 291	to	8 320	734 797 201	to	7 320
720 575 361	to	5 570	726 484 771	to	4 800	730 927 591	to	7 680	734 939 611	to	9 640
720 590 152	to	0 179	726 493 351	to	5 300	731 307 914	to	7 930	734 950 111	to	0 170
721 638 331	to	9 170	726 504 031	to	4 063	731 402 431	to	2 460	735 120 331	to	0 840
721 815 391	to	5 420	726 504 070	to	4 090	731 407 232	to	7 320	735 283 008	to	3 020
721 969 713	to	9 740	726 504 331	to	4 390	731 588 301	to	8 340	735 293 131	to	3 220
722 072 137	to	2 160	726 563 701	to	4 060	731 767 273	to	7 320	735 635 010	to	5 040
722 378 265	to	8 280	726 599 371	to	9 460	731 781 061	to	1 120	735 783 961	to	3 990
722 413 990	to	4 004	726 626 356	to	6 370	731 837 821	to	7 910	735 803 401	to	3 430
722 764 948	to	4 980	727 182 271	to	2 510	731 841 377	to	1 450	736 005 420	to	5 440
722 825 840	to	5 889	727 416 181	to	6 240	732 018 481	to	8 600	736 366 021	to	6 110
723 153 841	to	3 850	727 481 431	to	1 460	732 067 972	to	8 370	736 624 456	to	4 500
723 237 616	to	7 630	727 749 241	to	9 780	732 188 649	to	8 670	736 670 851	to	1 060
723 331 081	to	1 110	728 382 331	to	2 480	732 193 460	to	3 470	736 767 061	to	7 090
723 496 443	to	6 470	728 702 338	to	2 400	732 201 241	to	1 390	736 767 093	to	7 120
723 967 291	to	7 320	728 915 371	to	5 850	732 220 431	to	0 440	736 982 191	to	2 370
724 655 196	to	5 340	728 953 141	to	3 410	732 355 201	to	5 380	736 982 551	to	2 730
724 711 441	to	1 500	728 954 280	to	4 310	732 472 320	to	2 560	737 110 141	to	0 170
724 711 538	to	1 560	729 169 081	to	9 140	732 541 605	to	1 620	737 185 501	to	5 710
724 793 221	to	3 250	729 363 841	to	3 870	732 572 221	to	2 490	737 317 321	to	7 350
724 908 109	to	8 120	729 682 891	to	3 190	732 586 479	to	6 710	737 517 781	to	7 840
724 937 461	to	7 670	729 838 940	to	9 070	732 994 037	to	4 080	737 628 181	to	8 210
725 163 118	to	3 151	729 839 101	to	9 130	733 163 449	to	3 460	737 634 258	to	4 270
725 202 735	to	2 750	730 077 683	to	7 840	733 297 171	to	7 290	738 361 971	to	1 980
725 398 591	to	8 800	730 109 847	to	9 880	733 446 631	to	7 110	738 447 601	to	7 660
725 464 591	to	4 920	730 373 761	to	3 850	733 474 665	to	4 770	738 648 355	to	8 450

738 849 811 to 9 900
738 892 270 to 2 290
738 997 259 to 7 380
739 161 451 to 1 540
739 219 381 to 9 440
739 740 151 to 0 180
739 793 491 to 3 520
739 793 527 to 3 550
739 942 621 to 2 650
739 999 231 to 9 320
740 011 517 to 1 530
740 030 701 to 0 970
740 261 740 to 1 820
740 265 811 to 6 290
740 299 111 to 9 170
740 299 231 to 9 260
740 329 266 to 9 320
740 889 081 to 9 090
741 010 421 to 0 530
741 113 041 to 3 370
741 373 891 to 4 340
741 452 369 to 2 490
741 492 991 to 3 140
741 553 460 to 3 470
741 764 431 to 4 520
742 178 834 to 8 880
742 325 500 to 5 520
742 325 668 to 5 700
742 408 771 to 8 830
742 512 120 to 2 150
742 684 849 to 4 890
742 839 553 to 9 630
742 913 668 to 3 700
742 917 287 to 7 296
742 921 891 to 1 980
742 983 631 to 3 810
743 020 021 to 0 170
743 206 491 to 6 500
743 235 992 to 6 050
743 940 631 to 0 900
743 978 011 to 8 070
744 234 751 to 4 780
744 499 591 to 9 680
744 626 901 to 6 910
745 388 794 to 8 910
746 446 806 to 6 820
746 818 351 to 8 410
747 245 266 to 5 280
747 364 813 to 4 830
747 501 434 to 1 450
747 739 891 to 0 070
748 148 649 to 8 760
748 259 960 to 9 970
748 565 162 to 5 280
748 874 988 to 5 030
749 137 381 to 7 410
749 190 192 to 0 210
749 685 421 to 5 450
749 846 791 to 6 850
749 993 131 to 3 580
750 071 587 to 1 610
750 408 167 to 8 183
750 438 421 to 8 501
750 743 911 to 4 030

750 779 118 to 9 400
750 910 981 to 1 010
750 960 841 to 0 900
751 296 211 to 6 240
751 539 121 to 9 180
751 541 311 to 1 790
751 757 641 to 7 700
751 936 951 to 7 010
751 951 861 to 1 890
751 999 021 to 9 110
752 139 516 to 9 570
752 182 892 to 2 950
752 206 861 to 7 100
752 295 241 to 5 600
752 731 351 to 1 410
752 767 441 to 7 470
753 008 941 to 9 030
753 194 311 to 4 370
753 620 378 to 0 400
754 013 917 to 3 940
754 161 061 to 1 120
754 358 445 to 8 610
754 410 451 to 0 660
754 438 393 to 8 410
754 493 109 to 3 130
754 664 182 to 4 220
754 816 377 to 6 470
755 487 421 to 7 600
755 592 901 to 3 140
755 790 020 to 0 030
755 791 730 to 1 800
755 926 951 to 7 070
755 934 332 to 4 510
755 957 701 to 8 000
755 962 981 to 3 280
756 035 371 to 5 490
756 301 257 to 1 290
756 371 565 to 1 580
756 876 031 to 6 120
756 876 151 to 6 240
756 970 129 to 0 140
757 059 613 to 9 630
757 078 540 to 8 560
757 086 209 to 6 240
757 240 591 to 0 650
757 277 371 to 7 700
757 291 591 to 2 730
757 964 251 to 4 280
758 067 001 to 7 090
758 105 221 to 5 250
758 324 941 to 5 000
758 593 628 to 3 650
758 709 038 to 9 060
758 744 101 to 4 160
758 850 883 to 0 900
758 860 951 to 1 550
759 152 851 to 2 880
759 740 941 to 1 090
760 004 596 to 4 610
760 118 191 to 8 250
760 155 001 to 5 090
760 378 002 to 8 020
760 692 722 to 2 749
761 055 460 to 5 480

761 169 781 to 9 810
761 504 941 to 5 120
761 516 836 to 6 910
761 613 588 to 3 600
761 688 631 to 8 690
761 805 199 to 5 240
761 826 106 to 6 120
761 881 171 to 1 560
761 975 641 to 5 670
761 975 886 to 5 895
762 304 144 to 4 170
762 324 931 to 4 960
762 439 261 to 9 290
762 524 158 to 4 220
762 584 872 to 4 970
762 593 431 to 3 460
763 155 160 to 5 180
763 178 631 to 8 660
763 506 001 to 6 060
763 522 141 to 2 470
763 717 694 to 7 800
763 826 461 to 6 520
763 900 460 to 0 471
763 900 479 to 0 530
763 917 271 to 7 750
764 125 801 to 5 860
764 284 525 to 4 560
764 526 241 to 6 330
764 601 421 to 1 600
764 650 231 to 0 470
764 984 371 to 4 850
765 003 667 to 3 680
765 042 517 to 2 540
765 194 728 to 4 970
765 387 365 to 7 450
765 541 801 to 2 100
765 638 461 to 8 970
765 647 101 to 7 190
765 813 781 to 4 029
765 879 314 to 9 390
765 954 001 to 4 030
766 120 286 to 0 320
766 125 716 to 5 750
766 158 824 to 8 840
766 388 433 to 8 460
766 509 421 to 9 660
766 572 901 to 3 020
766 748 500 to 8 521
767 024 341 to 4 370
767 326 471 to 6 590
767 332 561 to 2 950
768 009 841 to 9 960
768 011 489 to 1 520
768 177 980 to 7 990
768 391 081 to 1 170
768 661 569 to 1 650
769 000 051 to 0 080
769 050 841 to 0 900
769 159 081 to 9 178
769 737 496 to 7 510
769 778 491 to 8 730
769 827 331 to 7 450
770 216 071 to 6 100
770 723 281 to 3 400

770 790 451 to 0 480
770 915 150 to 5 490
771 455 551 to 5 610
771 609 661 to 9 690
771 932 551 to 2 580
772 057 224 to 7 440
772 162 660 to 3 070
772 718 615 to 8 640
772 940 140 to 0 160
772 970 886 to 0 940
773 009 419 to 9 430
773 112 031 to 2 060
773 125 387 to 5 410
773 179 320 to 9 410
773 202 989 to 3 140
773 208 991 to 9 290
773 231 311 to 1 340
773 348 739 to 8 940
773 348 739 to 8 940
773 575 891 to 5 950
773 852 971 to 3 030
775 373 449 to 3 460
789 257 191 to 7 250
790 448 020 to 8 460
790 597 485 to 7 530
790 911 883 to 1 900
791 057 441 to 7 550
791 239 081 to 9 290
791 374 483 to 4 500
791 387 971 to 8 030
791 447 521 to 7 850
791 451 151 to 1 240
791 500 009 to 0 470
791 771 431 to 1 490
792 004 293 to 4 320
792 018 379 to 8 420
792 070 621 to 0 740
792 145 211 to 5 230
792 391 381 to 1 620
792 452 779 to 2 790
792 772 728 to 2 770
792 903 511 to 3 990
793 282 518 to 2 533
794 041 831 to 2 040
794 397 709 to 7 780
794 581 741 to 2 040
794 592 122 to 2 150
795 032 251 to 2 340
795 796 291 to 6 350
796 070 139 to 0 160
796 143 151 to 3 630
796 159 725 to 9 740
796 169 306 to 9 340
796 373 406 to 3 430
796 602 961 to 3 050
796 708 441 to 8 500
796 886 281 to 6 430
796 901 701 to 2 000
796 975 466 to 5 590
797 272 917 to 2 950
797 519 441 to 9 460
797 519 731 to 0 240
797 535 181 to 5 330
797 646 151 to 6 180

798 040 053	to	0 080	808 656 423	to	6 450	816 580 903	to	0 920	824 588 281	to	8 370
798 055 813	to	5 830	808 753 771	to	3 800	816 945 571	to	5 600	825 140 397	to	0 460
798 055 891	to	5 950	809 189 001	to	9 010	817 253 011	to	3 280	825 409 651	to	9 680
798 326 371	to	6 520	809 886 879	to	6 930	817 763 881	to	4 060	825 472 171	to	2 200
798 339 167	to	9 210	809 890 489	to	0 500	818 330 562	to	0 610	826 042 898	to	2 920
798 562 411	to	2 440	810 323 734	to	3 760	818 459 641	to	9 670	826 226 644	to	6 670
798 632 461	to	2 490	810 367 116	to	7 140	818 926 273	to	6 320	826 582 951	to	3 430
798 807 151	to	7 510	810 526 351	to	6 500	818 950 351	to	0 380	826 720 201	to	0 230
798 944 761	to	5 030	810 806 911	to	6 940	818 962 492	to	2 530	827 005 671	to	5 830
799 118 616	to	8 640	810 807 211	to	7 240	819 032 341	to	2 730	827 287 861	to	7 950
799 133 191	to	3 220	811 423 021	to	3 110	819 127 054	to	7 080	827 291 502	to	1 520
799 177 626	to	7 650	811 517 221	to	7 239	819 278 540	to	8 670	827 575 381	to	5 470
799 854 751	to	5 200	811 721 101	to	1 130	819 544 681	to	4 740	827 609 085	to	9 100
800 044 320	to	4 410	812 025 721	to	5 900	819 928 441	to	8 650	827 619 811	to	9 840
800 211 901	to	2 440	812 093 073	to	3 130	820 034 406	to	4 430	827 883 511	to	3 600
800 427 530	to	7 540	812 100 821	to	0 840	820 070 761	to	1 540	828 160 441	to	0 530
800 872 741	to	2 830	812 465 251	to	5 610	820 191 342	to	1 360	828 376 201	to	6 260
801 349 801	to	9 830	812 918 341	to	8 670	820 274 856	to	4 880	828 441 602	to	1 630
801 676 681	to	7 100	812 918 701	to	8 760	820 600 171	to	0 230	828 539 316	to	9 340
802 967 821	to	7 940	813 050 491	to	0 520	821 172 241	to	2 360	828 539 341	to	9 370
803 217 601	to	7 780	813 073 171	to	3 200	821 229 661	to	9 720	828 732 331	to	2 390
803 729 731	to	9 850	813 398 476	to	8 550	821 229 743	to	9 780	828 807 781	to	7 840
803 747 402	to	7 520	813 713 971	to	4 000	821 903 731	to	3 910	828 830 952	to	0 963
804 138 181	to	8 420	813 858 121	to	8 150	821 927 841	to	7 850	828 939 781	to	0 050
804 428 224	to	8 250	814 789 330	to	9 349	822 505 801	to	5 830	829 002 721	to	2 870
804 682 411	to	2 710	814 984 656	to	4 680	822 703 442	to	3 470	829 005 301	to	5 540
805 272 525	to	2 540	815 016 020	to	6 030	822 900 991	to	1 020	829 080 241	to	0 330
805 523 445	to	3 460	815 199 410	to	9 420	822 925 951	to	6 100	829 160 986	to	1 000
805 745 704	to	5 730	815 240 491	to	0 520	823 284 931	to	4 990	829 176 841	to	6 930
806 452 907	to	2 980	815 755 591	to	5 620	823 293 031	to	3 210	829 471 561	to	1 590
806 744 781	to	4 850	815 755 622	to	5 650	823 556 011	to	6 100	829 561 065	to	1 080
806 982 181	to	2 300	815 806 381	to	6 680	824 078 341	to	8 370	829 566 481	to	6 510
807 764 791	to	4 910	816 126 834	to	6 870	824 156 325	to	6 340	829 569 931	to	9 960
808 089 931	to	9 960	816 156 721	to	6 780	824 511 252	to	1 270			

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, 6-27-13*

Counterfeit Canadian Money Order Forms

Do Not Cash

To be posted and used by retail window employees. As directed, destroy previous notices. Destroy all interim notices when the numbers listed appear in the *Postal Bulletin*.

671,819,086	686,794,382
676,612,640	686,794,426
677,891,039	686,794,427
678,282,493	686,794,431
678,916,031	687,262,502
679,552,215	687,262,503
679,694,334	687,262,525
679,751,983	687,262,526
679,800,207	687,287,578
681,130,536	687,287,581
681,844,376	687,287,582
683,594,542	694,063,898
684,683,610	694,063,899
686,619,878	694,063,980
686,619,886	701,321,725
686,619,887	

— *Criminal Investigations Group,
Postal Inspection Service, 6-27-13*

Toll-Free Number Available to Verify Canadian Money Orders

The Canada Post Corporation is now providing a toll-free number that cashing agents can call to verify the validity of Canadian Postal Money Orders. The number is 800-563-0444.

This toll-free number is printed on the back of the Canadian Postal Money Orders.

— *Criminal Investigations Group,
Postal Inspection Service, 6-27-13*

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 determine 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.

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

Changes

APO/FPO/DPO	Action	Effective Date	See Restrictions
APO AE 09803	Add F1, U; Remove I, U1	6/27/2013	A1-A2-B-E2-E3-F-F1-H1-N-R-R1-U-V-Z1
APO AE 09852	Add F1, U; Remove U1	6/27/2013	A1-A2-B-E2-E3-F-F1-H1-N-R-R1-U-V-Z1

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-E-H-M-R-U	09038	A1-A2-B-C-D-E-H-M-R-U	09090	A1-A2-B-C-D-E-H-M-P-R-U	09142	A1-A2-B-C-D-E-H-M-R-U
09003	A1-A2-B-C-D-E-H-M-P-R-U	09042	A1-A2-B-C-D-E-H-M-R-U	09094	A1-A2-B-C-D-H-M-P-R-U	09143	A1-A2-B-C-D-E-H-M-R-U
09004	A1-A2-B-C-D-E-H-M-R-U	09046	A1-A2-B-C-D-E-H-M-R-U	09095	A1-A2-B-C-D-E-H-M-R-U	09154	A1-A2-B-C-D-E-H-M-R-U
09005	A1-A2-B-C-D-E-H-M-P-R-U	09049	A1-A2-B-C-D-E-H-M-R-U	09096	A1-A2-B-C-D-E-H-M-R-U	09172	A1-A2-B-C-D-E-H-M-R-U
09006	A1-A2-B-C-D-E-H-M-R-U	09053	A1-A2-B-C-D-E-H-M-R-U	09099	A1-A2-B-C-D-E-H-M-R-U	09173	A1-A2-B-C-D-E-H-M-R-U
09008	A-A1-A2-B-C-D-E-H-M-P-R-U	09054	A1-A2-B-C-D-E-H-M-R-U	09102	A1-A2-B-C-D-E-H-M-R-U	09177	A1-A2-B-C-D-E-H-M-R-U
09009	A1-A2-B-C-D-E-H-M-R-U	09055	A1-A2-B-C-D-E-F-H-M-R-R1-U-V	09103	A1-A2-B-C-D-E-H-U	09180	A1-A2-B-C-D-H-M-R-U
09011	A1-A2-B-C-D-E-H-M-R-U	09058	A1-A2-B-C-D-E-H-M-R-U	09104	A1-A2-B-C-D-H-M-R-U	09186	A1-A2-B-C-D-E-H-M-R-U
09012	A1-A2-B-C-D-E-H-M-R-U	09059	A1-A2-B-C-D-E-H-M-R-U	09107	A1-A2-B-C-D-E-H-M-R-U	09211	A1-A2-B-C-D-E-H-M-P-R-U
09013	A1-A2-B-C-D-E-F-F1-H-M-R-U-Z1	09060	A1-A2-B-C-D-E-F1-H-M-R-U	09112	A1-A2-B-C-D-E-H-M-R-U	09213	A1-A2-B-C-D-E-F-F1-H-L-M-N-R-U
09014	A1-A2-B-C-D-E-H-M-R-U	09063	A1-A2-B-C-D-E-L-H-M-R-U	09114	A1-A2-B-C-D-E-H-M-R-U	09214	A1-A2-B-C-D-E-H-M-R-U
09020	A1-A2-B-C-D-E-H-M-R-U	09067	A1-A2-B-C-D-E-H-M-R-U	09123	A1-A2-B-C-D-E-H-M-R-U	09226	A1-A2-B-C-D-E-H-M-R-U
09021	A1-A2-B-C-D-E-H-M-R-U	09068	A1-A2-B-C-D-E-H-U-Z1	09126	A1-A2-B-C-D-H-M-P-R-U	09227	A1-A2-B-C-D-E-H-M-R-U
09028	A1-A2-B-C-D-E-H-M-R-U	09069	A-A1-A2-B-C-D-E-H-U-V	09128	A1-A2-B-C-D-E-H-M-R-U	09229	A1-A2-B-C-D-E-H-M-R-U
09033	A1-A2-B-C-D-E-H-M-R-U	09075	A1-A2-B-C-D-E-H-M-R-U	09131	A1-A2-B-C-D-E-H-M-R-U	09237	A1-A2-B-C-D-E-H-M-R-U-V
09034	A1-A2-B-C-D-E-H-M-R-U	09079	A1-A2-B-C-D-E-H-M-R-U	09136	A1-A2-B-C-D-E-F1-H-M-P-R	09245	A1-A2-B-C-D-E-H-M-R-U
		09081	A1-A2-B-C-D-E-H-M-R-U	09138	A1-A2-B-C-D-H-M-R-U	09250	A1-A2-B-C-D-E-H-M-R-U
				09139	A1-A2-B-C-D-E-H-M-R-U		
				09140	A1-A2-B-C-D-E-H-M-R-U		

APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions
09261	A1-A2-B-C-D-E-F1-H-M-R-U-V	09363	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09517	A1-A2-B-F-F1-R-R1-V	09627	A1-A2-B-C-F-U
09263	A1-A2-B-C-D-E-H-M-R-U	09364	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09520	A1-A2-B-F-F1-R-R1-V	09630	A1-A2-B-C-F-U-V
09264	A1-A2-B-C-D-E-H-M-R-U	09365	A-A1-A2-B-C1-E2-F-H1-M-N-R-V-Z1	09522	A1-A2-B-V	09631	A1-A2-B-C-F-U
09265	A1-A2-B-C-D-E-F-F1-H-L-M-N-R-T-U	09366	A-A1-A2-B-C1-E2-F-F1-H1-M-R-R1-V-Z1	09524	A1-A2-B-F-F1-R-R1-V	09633	A1-A2-B-B2-C-D-F-F1-M-R-U-U1-U2-U3-V-Z1
09267	A1-A2-B-C-D-E-H-M-R-U	09367	A-A1-A2-B-B2-C1-E2-F-H1-M-N-R-R1-V-Z1	09532	A1-A2-B-F-F1-R-R1-V	09636	A1-A2-B-C-F-U
09301	A-A1-A2-B-C1-E2-F-H1-I-M-N-R-R1-V-Z-Z1	09368	A-A1-A2-B-C1-E2-F-H1-M-N-R-V-Z1	09534	A1-A2-B-F-F1-R-R1-V	09642	A1-A2-B-M-N-R-U
09302	A-A1-A2-B-C1-F-F1-H-M-N-V-Z-Z1	09369	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V	09543	A1-A2-B-F-F1-R-R1-V	09643	A1-A2-B-M-R-U-V
09304	A-A1-A2-C-C1-D-E2-F-F1-H1-J-K-L-M-N-R-R1-T-V-Z1	09370	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09545	A1-A2-B-V	09645	A1-A2-B-C-F-F1-U
09306	A-A1-A2-B-C1-E2-F-F1-H1-R-R1-U2-V-Z1	09372	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V	09549	A1-A2-B-V	09647	A1-A2-B-N-R-U
09307	A1-A2-B-N-V-Z1	09373	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V	09554	A1-A2-B-F-F1-R-R1-V	09648	A1-A2-B-N-U-V-Z1
09308	A-A1-A2-B-C1-E2-F-F1-H1-I-M-N-R-V-Z-Z1	09374	A-A1-A2-B-C1-E2-F-F1-H1-I-M-N-R-V-Z-Z1	09557	A1-A2-B-F-F1-R-R1-V	09649	A1-A2-B-N-U-Z1
09309	A-A1-A2-B-C1-E2-F-H1-M-N-R-V-Z1	09378	A-A1-A2-B-C1-E2-F-F1-H1-I-M-N-R-R1-V-Z-Z1	09564	A1-A2-B-F-F1-R-R1-V	09701	A-A1-A2-B-B2-C-C1-D-F-F1-J-L-M-N-R-R1-T-V-Z1
09310	A-A1-A2-B-C1-E2-F-H1-M-R-V-Z1	09380	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09565	A1-A2-B-F-F1-R-R1-V	09702	A1-A2-B-C-C1-F1-M-R-R1-U
09311	A-A1-A2-B-C1-E2-F-H1-M-R-V-Z1	09382	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09566	A1-A2-B-F-F1-R-R1-V	09703	A1-A2-B-C-F1-H-U
09312	A-A1-A2-B-C1-E2-F-F1-H1-M-R-R1-V-Z1	09383	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09567	A1-A2-B-F-F1-R-R1-V	09704	A1-A2-B-C-O-V-V1
09313	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09387	A-A1-A2-B-C1-E2-F-H1-M-R-V	09568	A1-A2-B-V	09705	A1-A2-B-U
09314	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09394	A-A1-A2-B-C1-E2-F-F1-H1-M-N-R-R1-V-Z1	09569	A1-A2-B-F-F1-R-R1-V	09706	A1-A2-B-C-N-R-U-V
09315	A-A1-A2-B-C1-E2-F-N-R-R1-V-Z1	09397	A-A1-A2-B-C1-E2-F-F1-H1-M-N-R-R1-S-T-V-Z-Z1	09570	A1-A2-B-F-F1-R-R1-V	09707	A1-A2-B-C-F1-J-L-M-N-R-T-U-V
09320	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09403	A1-A2-B-C-C1-M-R-U	09573	A1-A2-B-F-F1-R-R1-V	09708	A1-A2-B
09328	A-A1-A2-B-C1-E2-F-H1-R-R1-V-Z1	09421	A1-A2-B-C-C1-M-R-U	09574	A1-A2-B-F-F1-R-R1-V	09710	A1-A2-B-C-C1-F1-L-M-N-R-R1-T-U
09330	A-A1-A2-B-C1-E2-F-F1-H1-M-R-R1-V-Z1	09447	A1-A2-B-C-C1-R-U-V	09575	A1-A2-B-F-F1-R-R1-V	09711	A1-A2-B-F1-N-R-Z1
09337	A-A1-A2-B-C1-E2-F-F1-H1-M-R-R1-V-Z1	09454	A1-A2-B-C-C1-M-R-U-V	09576	A1-A2-B-F-F1-R-R1-V	09713	A1-A2-B-C-F1-R
09339	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09459	A1-A2-B-C-C1-M-R-U	09577	A1-A2-B-V	09714	A1-A2-B-C-C1-F1-M-R-R1-U
09340	A-A1-A2-B-C1-F-H-N-R-V	09461	A1-A2-B-C-C1-M-P-R-U	09578	A1-A2-B-F-F1-R-R1-V	09715	A1-A2-B-F1-L-M-N-R-T
09343	A-A1-A2-B-C1-F-M-N-V-Z1	09463	A1-A2-B-C-C1-R-U	09579	A1-A2-B-F-F1-R-R1-V	09716	A1-A2-B-C-F-F1-L-M-N-R-V
09347	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09464	A1-A2-B-C-C1-R-U	09581	A1-A2-B-F-F1-R-R1-V	09717	A-A1-A2-B-M-R-V-W
09348	A-A1-A2-B-C1-E2-F-F1-H1-I-M-N-R-R1-V-Z-Z1	09468	A1-A2-B-C-C1-M-R-U	09582	A1-A2-B-F-F1-R-R1-V	09718	A1-A2-B-F-F1-L-M-N-R-T-U-V
09352	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09469	A1-A2-B-C-C1-R-U	09586	A1-A2-B-F-F1-R-R1-V	09719	A1-A2-B-C-D-M-R-U-V
09353	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09470	A1-A2-B-C-C1-M-R-U	09587	A1-A2-B-F-F1-R-R1-V	09720	A1-A2-B-M-R-U-V
09354	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09494	A1-A2-B-C-C1-M-R-U	09588	A1-A2-B-V	09722	A-A1-A2-B-F-H-N-Q-V-Z1
09355	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09496	A1-A2-B-C-C1-R-U-V	09589	A1-A2-B-V	09723	A1-A2-B-F-F1-L-M-N-R-T-U-V-Z1
09356	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09498	A1-A2-B-C-C1-F-F1-F2-J-L-N-R-R1-T-V-Z1	09590	A1-A2-B-V	09724	A1-A2-B-C-C1-F1-M-R-R1-U
09357	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09501	A1-A2-B-V	09591	A1-A2-B-F-F1-R-R1-V	09725	A-A1-A2-B-F-H-N-O-Q-V1-V-Z1
09360	A1-A2-B-V	09502	A1-A2-B-V	09593	A1-A2-B-V	09726	A1-A2-B-F-F1-L-M-N-R-T-U-V
		09503	A1-A2-B-V	09594	A1-A2-B-V	09727	A-A1-A2-B-B2-C-C1-D-F-F1-J-L-M-N-R-R1-T-V-Z1
		09504	A1-A2-B-V	09599	A1-A2-B-F-F1-R-R1-V	09728	A-A1-A2-B-B2-C-C1-F-F1-J-L-N-R-R1-T-V-Z1
		09505	A1-A2-B-V	09602	A1-A2-B-C-F-F1-N-R-U-V	09729	A1-A2-B-C-F-N-R-R1-U-V
		09506	A1-A2-B-V	09603	A1-A2-B-C-F-F1-R-U-V	09730	A-A2-B-B2-C-C1-F-F1-J-L-M-N-R-R1-T-V-Z1
		09507	A1-A2-B-V	09604	A1-A2-B-C-F-F1-P-R-U-V	09731	A-A2-B-B2-C-C1-F-F1-J-L-M-N-R-R1-T-V-Z1
		09508	A1-A2-B-V	09605	A1-A2-B-C-D-H-M-R-U-V	09732	A1-A2-B-N-V-Z1
		09509	A1-A2-B-V	09606	A1-A2-B-C-D-H-M-R-U-V	09733	A1-A2-B-N-V
		09510	A-A1-A2-B-C1-E2-F-H1-M-R-R1-V-Z1	09607	A-A1-A2-B-C-F-F1-M-R-R1-U-U3-V-W	09734	A-A1-A2-B-C-C1-F-F1-J-L-M-N-R-R1-T-V-Z1
		09511	A1-A2-B-V	09608	A1-A2-B-C-F-N-U-V	09735	A1-A2-B-N-V-Z1
		09513	A1-A2-B-F-F1-R-R1-V	09609	A1-A2-B-C-F-U		
				09610	A1-A2-B-C-F-F1-M-R-U-V		
				09613	A1-A2-B-C-F-U-V		
				09617	A1-A2-B-C-F-U		
				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-N-U		
				09625	A1-A2-B-C-F-U		
				09626	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
09736	A-A1-A2-B-B2-C-C1-D-F-F1-J-L-M-N-R-R1-T-V-Z1	09811	A1-A2-B-E2-E3-F-H1-N-R-R1-U1-V-Z1	09853	A1-A2-B-E2-F-H1-R-R1-U2-V-Z1	34033	A1-A2-B-C-F-F1-J-L-M-N-T-V-Z1
09737	A-A1-A2-B-B2-C-C1-F-F1-I-L-M-N-R-R1-T-V-W-Y-Z-Z1	09812	A1-A2-B-E2-E3-F-F1-I-L-N-R-T-U-V-Z-Z1	09855	A-A1-A2-B-C1-E2-F-F1-H1-R-R1-U2-V-Z1	34034	A1-A2-B-F-F1-J-L-M-N-T-V-Z1
09738	A-A1-A2-B-B2-C-C1-D-F-F1-J-L-M-N-R-R1-T-V-Z1	09813	A-A1-A2-B-B2-C1-E2-E3-F-F1-J-L-N-R-R1-T-V-Z1	09858	A1-A2-B-E2-E3-F-H1-N-R-R1-U-V-Z1	34035	A1-A2-B-F-F1-H-J-L-M-N-T-V-Z1
09739	A-A1-A2-B-B2-C-C1-D-F-F1-J-L-M-N-R-R1-T-V-Z1	09814	A1-A2-B-E2-E3-F-F1-I-L-N-R-T-U-V-Z-Z1	09859	A1-A2-B-C1-E2-E3-F-F1-H1-R-R1-V-Z1	34036	A1-A2-B-F-F1-J-L-M-N-T-V-Z1
09741	A-A1-A2-B-C1-E2-F-F1-H1-J-L-M-N-R-R1-T-V-W-Y-Z1	09816	A-A1-A2-B-B2-C-C1-E2-E3-F-F1-J-L-N-R-R1-T-V-Z1	09865	A-A1-A2-B-V-Z1	34037	A1-A2-B-C-F-F1-H-I-L-M-N-T-V-Z1
09742	A-A1-A2-B-B2-F-F1-J-L-M-N-R-T-V-Z1	09817	A-A1-A2-B-B2-C1-E2-E3-F-F1-H-H1-J-L-M-N-R-T-V-Z1	09866	A-A1-A2-B-C1-E2-F-F1-H-M-N-O-R-R1-V-V1-Z1	34038	A1-A2-B-L-M-N-U-V-Z1
09743	A-A1-A2-B-F-H-N-Q-V-Z-Z1	09818	A-A1-A2-B-C-F-M-V-Z1	09868	A-A1-A2-B-N-U-V-Z1	34039	A1-A2-B-F-F1-J-L-M-N-T-V-Z1
09744	A-A2-B-B2-C-C1-F-F1-J-L-M-N-R-R1-T-V-Z1	09820	A-A1-A2-B-B2-F-F1-H-H1-J-L-M-N-R-R1-T-V-Z1	09870	A-A1-A2-B-C1-E2-F-F1-H1-I-L-M-N-R-R1-T-U-U4-V-Z-Z1	34041	A1-A2-B-F-F1-J-L-M-N-T-V-Z1
09745	A-A1-A2-B-F-F1-M-N-R-R1-V-Z1	09821	A-A1-A2-B-F-N-R-V-Z1	09873	A-A1-A2-B-C1-E2-F-F1-H1-I-L-M-N-R-R1-T-U-U4-V-Z-Z1	34042	A1-A2-B-D-F-M-N-V-Z1
09747	A1-A2-B-F-J-N-U-V-Z1	09822	A-A1-A2-B-F-R-V-Z1	09874	A-A1-A2-B-C1-E2-F-F1-H1-I-L-M-N-R-R1-T-U-U4-V-Z-Z1	34044	A-A1-A2-B-D-F-M-N-O-R-R1-V-V1-Z-Z1
09748	A-A1-A2-B-B2-C-C1-D-F-F1-J-L-M-N-R-R1-T-V-Z1	09823	A-A1-A2-B-F-F1-L-N-R-T-V-Z1	09875	A-A1-A2-B-C1-E2-F-F1-H1-I-L-M-N-R-R1-T-U-U4-V-Z-Z1	34050	A1-A2-B-V
09749	A-A1-A2-B-F-H-N-V-Z1	09824	A-A1-A2-B-F-R-V-Z1	09880	A-A1-A2-B-C1-E2-F-F1-H1-R-R1-U-V-Z1	34055	A1-A2-B-F-F1-J-L-M-N-T-V-Z1
09750	A-A2-B-B2-C-C1-F-F1-J-L-M-N-R-R1-T-V-Z1	09825	A-A1-A2-B-C-C1-D-F-F1-J-L-M-N-R-R1-T-V-Z1	09890	A1-A2-B-E2-F-H1-N-R-R1-U2-V-Z1	34058	A1-A2-B-F-F1-R-R1-V-Z1
09751	A1-A2-B-C-D-E-H-M-R-U	09826	A-A1-A2-B-B2-C1-E1-E2-E3-F-F1-L-M-N-R-R1-T-V-W-Z1	09892	A-A1-A2-B-E2-F-F1-L-N-R-R1-T-V-Z1	34060	A1-A2-B-B2-C1-E2-F-F1-J-L-N-R-R1-T-V-Z1
09752	A1-A2-B-C-D-H-U	09827	A-A1-A2-B-F-F1-L-N-R-T-V-Z1	09898	A1-A2-B-E2-F-H1-N-R-R1-U2-V-Z1	34078	A1-A2-B-F1-N-V-Z1
09759	A-A1-A2-B-B2-C-C1-E2-F-F1-F2-J-L-N-R-R1-T-V-Z1	09828	A-A1-A2-B-F-F1-J-L-N-T-V-Z1	34002	A1-A2-B-F-F1-J-L-N-T-U-Z1	34090	A1-A2-B-F-F1-R-R1-V
09762	A-A1-A2-B-B2-E3-F-F1-J-L-N-R-R1-T-V-Z1	09829	A1-A2-B-C-N-R-V-Z1	34004	A1-A2-B-F-F1-J-L-N-T-V	34092	A1-A2-B-F-F1-R-R1-V
09769	A-A1-A2-B-B2-C-C1-D-F-F1-J-L-M-N-R-R1-T-V-Z1	09830	A1-A2-B-C-M-N-R-V-Z1	34007	A-A1-A2-B-C1-F-F1-M-N-R-R1-V-Z1	34093	A1-A2-B-F-F1-R-R1-V
09777	A-A1-A2-B-C-E1-F-F1-L-M-N-R-T	09831	A1-A2-B-F-F1-L-N-T-U-V-Z1	34008	A1-A2-B-B2-D-E1-F-F1-H-H1-J-L-M-N-R-R1-T-V-Z1	34095	A1-A2-B-V
09780	A-A1-A2-B-F-H-N-R-V	09832	A-A1-A2-B-U1-V-Z1	34011	A1-A2-B-B2-C1-E2-F-F1-J-L-M-N-R-R1-T-V-Z1	34098	A1-A2-B-V
09798	A1-A2-B-C-D-H-L-U-V	09833	A1-A2-B-U1-V-Z1	34012	A1-A2-B-B2-C1-E2-F-F1-J-L-M-N-R-R1-T-V-Z1	34099	A1-A2-B-V
09801	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09834	A1-A2-B-E2-E3-F-F1-R-R1-U-V-Z1	34020	A1-A2-B-F-F1-J-L-M-N-T-V-Z1	96201	A-A1-A2-B
09802	A-A1-A2-B-F-R-V-Z1	09835	A-A1-A2-B-V-Z1	34021	A1-A2-B-F-F1-T-J-L-M-N-V-Z1	96202	A-A1-A2-B-U
09803	A1-A2-B-E2-E3-F-F1-H1-N-R-R1-U-V-Z1	09836	A-A1-A2-B-C-F-M-N-V-Z1	34022	A1-A2-B-D-F-F1-J-L-M-N-T-V-Z1	96203	A-A1-A2-B
09804	A-A1-A2-B-F-F1-N-R-V-Z1	09837	A1-A2-B-E2-E3-V-Z1	34023	A1-A2-B-F-F1-J-L-M-N-T-V-Z1	96204	A-A1-A2-B
09805	A-A2-B-E2-E3-F-F1-R-R1-V-Z1	09838	A1-A2-B-E2-E3-U-V-Z1	34024	A1-A2-B-F-F1-L-M-N-T-V-Z1	96205	A-A1-A2-B-U
09806	A-A1-A2-B-C1-E2-F-F1-H1-L-M-N-R-R1-T-V-Z1	09839	A-A1-A2-B-U-V-Z1	34025	A1-A2-B-F-F1-J-L-M-N-T-V-Z1	96206	A-A1-A2-B-U
09807	A-A1-A2-B-C1-E2-F-H1-M-N-R-R1-V-Z1	09840	A-A1-A2-B-E2-E3-V-Z1	34030	A1-A2-B-F-F1-J-L-M-N-T-V-Z1	96207	A-A1-A2-B-V
09809	A1-A2-B-F-F1-L-N-T-V-Z1	09841	A-A1-A2-B-N-R-U-Z1	34031	A1-A2-B-F-F1-J-L-M-N-T-V-Z1	96209	A-A1-A2-B-F-F1-J-L-N-T-U
09810	A-A1-A2-B-F-F1-N-R-V-Z1	09842	A-A1-A2-B-M-N-R-Z1	34032	A1-A2-B-F-F1-J-L-M-N-T-V-Z1	96213	A-A1-A2-B-U
		09844	A-A1-A2-B-C-F-N-U-V-Z1			96214	A-A1-A2-B-U
		09845	A-A1-A2-B-B2-E3-F-F1-L-M-N-T-V-Z1			96218	A-A1-A2-B-U
		09846	A-A1-A2-B-B2-C1-F-F1-J-L-N-R-R1-T-V-Z1			96224	A-A1-A2-B-U
		09848	A-A1-A2-B-F-M-R-V-Z1			96257	A-A1-A2-B-U
		09852	A1-A2-B-E2-E3-F-F1-H1-N-R-R1-U-V-Z1			96258	A-A1-A2-B-U
						96260	A-A1-A2-B-U
						96264	A-A1-A2-B-U
						96266	A-A1-A2-B-U
						96267	A-A1-A2-B-U-V
						96269	A-A1-A2-B-U-Z1
						96271	A-A1-A2-B-U
						96275	A-A1-A2-B-V
						96276	A-A1-A2-B
						96278	A-A1-A2-B-U
						96283	A-A1-A2-B-U

APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions	APO/ FPO/ DPO	See Restrictions
96284	A-A1-A2-B-U-V	96375	A1-A2-B-M-W	96540	A1-A2-B-V-Z1	96617	A1-A2-B-F-F1-R-R1-V
96303	A1-A2-B-F-F1-H-J-L-M-N-T-W	96376	A1-A2-B-M-W	96541	A1-A2-B-V	96619	A1-A2-B-V
96306	A1-A2-B-F-F1-F2-H-M-W-Z1	96377	A1-A2-B-M-W	96542	A1-A2-B-V-Z1	96620	A1-A2-B-F-F1-R-R1-V
96309	A1-A2-B-M-V-W	96378	A1-A2-B-M-W	96543	A1-A2-B-P-V-Z1	96621	A1-A2-B-V
96310	A1-A2-B-M-W	96379	A1-A2-B-M-W	96546	A1-A2-B-F-U3	96622	A1-A2-B-F-F1-R-R1-V
96319	A1-A2-B-M-W	96380	A1-A2-B-M-W	96548	A-A1-A2-B-H-M-U	96624	A1-A2-B-F-F1-R-R1-V
96321	A1-A2-B-F-F1-F2-H-M-W-Z1	96382	A1-A2-B-M-W	96549	A-A1-A2-B-H-M-N-U	96628	A1-A2-B-F-F1-R-R1-V
96322	A1-A2-B-F-F1-F2-H-M-W-Z1	96384	A1-A2-B-M-W	96550	A-A1-A2-B-H-M-U-V-Z1	96629	A1-A2-B-F-F1-R-R1-V
96323	A1-A2-B-M-V-W	96385	A1-A2-B-M-W	96551	A-A1-A2-B-F-F1-H-L-M-N-T-U	96643	A1-A2-B-F-F1-R-R1-V
96326	A1-A2-B-M-W	96386	A1-A2-B-M-W	96552	A1-A2-B-Z1	96650	A1-A2-B-F-F1-R-R1-V
96328	A1-A2-B-M-W	96387	A1-A2-B-M-W	96553	A-A1-A2-B-F-F1-H-M-U	96657	A1-A2-B-F-F1-R-R1-V
96330	A1-A2-B-M-W	96388	A1-A2-B-M-W	96554	A-A1-A2-B-F-F1-H-L-M-N-T-U	96660	A1-A2-B-F-F1-R-R1-V
96336	A1-A2-B-M-V-W	96389	A1-A2-B-M-W	96555	A1-A2-B-F-M-V	96661	A1-A2-B-F-F1-R-R1-V
96337	A1-A2-B-M-W	96401	A1-A2-B-F-N-O-V-V1-Z1	96557	A1-A2-B-F-M-V	96662	A1-A2-B-F-F1-R-R1-V
96338	A1-A2-B-M-W	96427	A-A1-A2-B-C1-E2-F-H1-M-R-R1-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	96663	A1-A2-B-F-F1-R-R1-V
96339	A1-A2-B-M-V-W	96447	A1-A2-B-F-N-U3-V-V1	96577	A-A1-A2-B-F-H-M-N-U	96664	A1-A2-B-V
96343	A1-A2-B-M-W	96501	A-A1-A2-B-N-V	96578	A1-A2-B-B2-F1-H-J-N-R	96665	A1-A2-B-V
96346	A1-A2-B-F-F1-F2-H-M-V-W-Z1	96502	A1-A2-B-F-N-U3-V-Z1	96595	A1-A2-B-F-U3-V-Z1	96666	A1-A2-B-V
96347	A1-A2-B-F-F1-F2-H-M-W-Z1	96503	A1-A2-B-F-N-U3-V	96598	A1-A2-B-N-O-V-V1	96667	A1-A2-B-F-F1-R-R1-V
96348	A1-A2-B-F-F1-F2-H-M-W-Z1	96507	A-A1-A2-B-F-F1-H-L-N-T-V	96599	A1-A2-B-N-V	96672	A1-A2-B-F-F1-R-R1-V
96349	A1-A2-B-F-F1-F2-H-M-W-Z1	96510	A1-A2-B-I-N-V	96601	A1-A2-B-V	96673	A1-A2-B-V
96350	A1-A2-B-F-F1-F2-H-M-W-Z1	96511	A1-A2-B-I-N-V	96602	A1-A2-B-V	96674	A1-A2-B-F-F1-R-R1-V
96351	A1-A2-B-F-F1-F2-H-M-W-Z1	96515	A1-A2-B-D-F-U3	96603	A1-A2-B-V	96675	A1-A2-B-F-F1-R-R1-V
96362	A1-A2-B-F-F1-F2-M-W-Z1	96516	A1-A2-B-D-F-Z1	96604	A1-A2-B-V	96677	A1-A2-B-F-F1-R-R1-V
96365	A1-A2-B-M-V-W	96517	A1-A2-B-F-U3-V-Z1	96605	A1-A2-B-V	96678	A1-A2-B-F-F1-R-R1-V
96367	A1-A2-B-L-M-W	96520	A1-A2-B-F-N-U3-V	96606	A1-A2-B-V	96679	A1-A2-B-F-F1-R-R1-V
96368	A1-A2-B-M-W	96521	A1-A2-B-F-F1-L-N-T-U3	96607	A1-A2-B-V	96681	A1-A2-B-V
96370	A1-A2-B-F-F1-F2-H-M-W-Z1	96522	A1-A2-B-F-N-U-Z1	96608	A1-A2-B-V	96682	A1-A2-B-V
96372	A1-A2-B-M-W	96530	A-A1-A2-B-F-F1-H-H1-L-M-N-T-U-V	96609	A1-A2-B-V	96683	A1-A2-B-V
96373	A1-A2-B-M-W	96531	A-A1-A2-B-F-F1-H-M-N-U-V	96610	A1-A2-B-V	96686	A1-A2-B-V
96374	A1-A2-B-M-W	96532	A-A1-A2-B-F-F1-H-J-L-M-N-T-U-V	96611	A1-A2-B-V	96687	A1-A2-B-V
		96534	A-A1-A2-B-F-U-Z1	96613	A-A1-A2-B-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1	96698	A1-A2-B-V
		96535	A-A1-A2-B-F-F1-L-N-T-V	96614	A-A1-A2-B-C1-E2-F-H1-I-M-R-R1-U2-V-Z-Z1		
		96537	A1-A2-B-V-Z1	96615	A1-A2-B-F-F1-R-R1-V		
		96538	A1-A2-B-V-Z1	96616	A1-A2-B-F-F1-R-R1-V		

RESTRICTIONS

LEGEND

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

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

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

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

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

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

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

B. Regardless of mail class, a customs declaration (PS Form 2976 or, if the customer prefers, PS Form 2976-A) is required for all items weighing 16 ounces or more or any item (regardless of weight) containing potentially dutiable mail contents (e.g., merchandise or goods) addressed to or from an APO, FPO, or DPO ZIP Code. No customs form is required for items weighing less than 16 ounces when the contents are not potentially dutiable (e.g., documents). The surface area of the address side of the mailpiece must be large enough to contain the applicable customs declaration. 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.

E. Medicines (prescription, over-the-counter, vitamins, and supplements) are prohibited when mailed to individuals for human or animal use. This prohibition does not apply when medicines are sent as official mail only between specifically designated agencies such as pharmaceutical distributors, hospitals, clinics, and pharmacies.

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.

June 2013

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: Zachary Byrd
Born: 12-19-98
Date Missing: 9-2-11
Missing From: Encino, CA



Name: Kalynn Fields
Born: 1-4-97
Date Missing: 5-20-11
Missing From: Indianapolis, IN



Name: Adela Gallardo
Born: 7-18-96
Date Missing: 7-4-11
Missing From: La Puente, CA



Name: Jayden Gonzalez
Born: 7-15-09
Date Missing: 3-25-11
Missing From: Van Nuys, CA



Name: David Mandell
Born: 4-17-95
Date Missing: 7-7-11
Missing From: Ocala, FL

**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).

June 2013

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: Enrique Medel
Born: 2-12-97
Date Missing: 3-17-11
Missing From: Albuquerque, NM



Name: Carlos Melgarejo Nabli
Born: 10-15-09
Date Missing: 6-23-11
Missing From: San Diego, CA



Name: Noah Oliver
Born: 9-16-10
Date Missing: 7-1-11
Missing From: Miami, FL



Name: Rachel Owens
Born: 9-18-95
Date Missing: 5-5-11
Missing From: Southport, NC



Name: Timothy Pitzen
Born: 10-18-04
Date Missing: 5-12-11
Missing From: Aurora, 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).

June 2013

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: Priscilla Scalise

Born: 8-30-96

Date Missing: 4-21-11

Missing From: Bell Gardens, CA



Name: Karissa Schell

Born: 12-11-94

Date Missing: 4-21-11

Missing From: Turlock, CA



Name: Abraneika Walters

Born: 10-23-95

Date Missing: 5-23-11

Missing From: Bronx, NY

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

Missing Children Poster Display Instructions

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

Displaying the U.S. Flag and the POW-MIA Flag

U.S. Flag at Half-Staff

How to Display

Displaying the U.S. flag at *half-staff* means lowering the flag to half the distance between the top and bottom of the staff.

Specific Dates

Display the U.S. flag at half-staff on the following days each year:

- May 15: Peace Officers Memorial Day (see note 1 below).
- Last Monday in May: Memorial Day Observed (see note 2 below).
- December 7: National Pearl Harbor Remembrance Day.



Note 1: When May 15, which is the date for Peace Officers Memorial Day, falls on the third Saturday in May, which is the date for Armed Forces Day, display the U.S. flag in the full-staff position, *not* at half-staff.

Note 2: On the last Monday in May, when Memorial Day is observed, display the flag at half-staff from sunrise, or the hour at which you raise it, until noon, and then hoist it to the peak of the staff, until the time of closing or no later than sunset.

POW-MIA Flag

How to Display

In relation to the U.S. flag, display the POW-MIA flag (and any other flag) as follows:

- If displayed on the same flagstaff, place it below the U.S. flag.
- If displayed on a separate flagstaff, place it at the same level or lower. If displayed at the same level, place it on the U.S. flag's left.

When flying the U.S. flag at half-staff, fly the POW-MIA flag (and any other flags) at half-staff also.

Specific Dates

Display the POW-MIA flag on the following days each year:

- Armed Forces Day: Third Saturday in May.
- Memorial Day: Last Monday in May.
- Flag Day: June 14.
- Independence Day: July 4.
- National POW-MIA Recognition Day: Third Friday in September.
- Veterans Day: November 11.

If any of these days fall on a nonbusiness day, display the POW-MIA flag on the last business day before the designated day.

For more detailed information about flying the U.S. flag and the POW-MIA flag, see the following parts in the *Administrative Support Manual (ASM)*:

- ASM 472, U.S. Flag Display.
- ASM 476, POW-MIA Flag Display.



**DID YOU
KNOW ?**

**USPS processes
almost 40 million
change-of-
address requests
each year.**



DMM Revision: Clarification of Official Mail Standards

Effective July 28, 2013, the Postal Service™ will revise the *Mailing Standards of the United States Postal Service, Domestic Mail Manual (DMM®) 703* to clarify the standards for using Official Mail, such as the use of postage statements and the sale of Penalty Mail stamps and stationery. We are also removing the standard regarding on-site service, which has not been offered for several years.

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

* * * * *

700 Special Standards

* * * * *

703 Nonprofit Standard Mail and Other Unique Eligibility

* * * * *

7.0 Official Mail (Penalty)

* * * * *

7.5 Services, Classes, Prices, Preparation, and Detention

* * * * *

7.5.3 Basic Preparation

Penalty mail must:

* * * * *

[Insert new items 7.5.3c and d, and redesignate current items 7.5.3c and d as new 7.5.3e and f (repositioned from previous 7.7.4) as follows:]

- c. Bear a complete return address (agency name and mailing address) in the upper left corner of each mail-piece.
- d. The preprinted words “Official Business” and “Penalty for Private Use \$300.00” must be directly below the return address. The penalty statement must not be handwritten or typewritten.

* * * * *

7.7 Penalty Meter

7.7.1 Description

[Revise the text of 7.7.1 as follows:]

Any agency may use postage meters or PC Postage (postage evidencing systems) with a special penalty design, following the procedures in 604.4.0 as modified in 7.7.2 through 7.7.9.

[Revise the title and text of 7.7.2 as follows:]

7.7.2 Agreement

The agency must include its 3-digit agency code when entering into an agreement to use a postage evidencing system under 604.4.0, and should assign one 5-digit cost code to each meter or PC Postage account. All transactions for each system are charged to the agency code listed in the agreement.

7.7.3 Meter Indicia Format

[Revise the text of 7.7.3 as follows:]

Penalty mail meter stamp indicia must be placed in the upper right corner of the mailpiece. Except under 604.4.0, envelopes used with a penalty postage meter must not contain facing identification marks (FIMs) or printing, other than the meter indicia in the area where the meter stamps are applied.

* * * * *

[Delete 7.7.4, Return Address, repositioning the text as new items 7.5.3c and d; and renumber current 7.7.5 through 7.7.6 as new 7.7.4 through 7.7.5.]

* * * * *

[Revise the title and text of renumbered 7.7.5 as follows:]

7.7.5 Relocation

An agency must provide updated address information to the provider in the event of relocation.

[Delete current 7.7.7, On-Site Service, in its entirety; and renumber current 7.7.8 through 7.7.11 as new 7.7.6 through 7.7.9.]

7.7.6 Replacement Meter

[Revise the text of renumbered 7.7.6 as follows:]

If a meter is replaced, the remaining postage is transferred from the original meter to the replacement meter. Cash refunds are not issued to agencies for penalty mail postage meters checked out of service.

* * * * *

7.8 Penalty Permit Imprint

* * * * *

7.8.2 Indicia Format

[Revise the text of 7.8.2 as follows:]

The penalty permit imprint indicia must be in a rectangular box in the upper right corner of the mailpiece, and include the words “Postage and Fees Paid” with the agency name and assigned penalty permit imprint number or other penalty permit imprint number authorized by the Corporate

Accounting Manager, USPS Headquarters, preceded by the letter "G." In addition, the class of mail or appropriate price marking must be the first item within the indicia or immediately below or to the left of the indicia. The city of mailing, amount of postage, and weight of the piece may be included within the indicia but are not required. First-Class Mail penalty permit imprints also may show the date.

* * * * *

[Delete 7.8.3, Return Address, incorporating the text as new items 7.5.3c and d; and renumber current 7.8.4 as new 7.8.3.]

[Delete 7.8.5, GPO Contractor, in its entirety.]

* * * * *

7.9 Penalty Postage Stamps and Stationery

* * * * *

7.9.2 Availability

[Revise the text of 7.9.2 as follows:]

Penalty mail stamped stationery (plain stamped envelopes, personalized envelopes, and stamped cards) and penalty mail adhesive stamps may be used, but are no longer sold.

[Delete 7.9.3, Application in its entirety, and renumber current 7.9.4 through 7.9.5 as new 7.9.3 through 7.9.4.]

* * * * *

[Delete current 7.9.6, Ordering Stock in its entirety, and renumber current 7.9.7 as new 7.9.5.]

* * * * *

7.15 Contractors

7.15.1 Reimbursement

[Delete the second sentence of 7.15.1.]

An agency authorized to use penalty mail must reimburse the USPS for contractor use of penalty mail services.

* * * * *

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

— Product Classification,
Pricing, 6-27-13

DMM Revision: Refunds and Exchanges

Effective July 28, 2013, the Postal Service™ will revise *Mailing Standards of the United States Postal Service*, Domestic Mail Manual (DMM®) 604.9 and other DMM sections to remove obsolete standards pertaining to postage refunds and stamp exchanges, and to standardize processes for requesting refunds for PC Postage® labels and extra service refunds.

Technological advances have facilitated expansion of authorized postage payment methods and for requesting postage refunds. As a result, certain manual refund processes have become unnecessary and inefficient. Additionally, as new postage payment methods options were adopted, some refund and appeals time periods were inadvertently omitted. These revisions will serve to correct earlier changes, provide clarity, and remove obsolete standards from the DMM.

The revisions include providing permit holders with a credit to an advanced deposit account for postage stamps affixed to Business Reply Mail® (BRM) pieces and for annual presort mailing fees paid but never used. A direct postage refund may be requested for postage affixed to BRM only if an advance deposit account is not used or is unavailable.

Clarifications are being made that meter postage refunds are not given for a decertified meter or for a meter

which is reported lost by the provider and recovered after 365 days.

As a result of removing obsolete stamp conversion standards (i.e., converting stamps to other postage forms; references to the former Special Delivery service discontinued in 2007; and providing refunds for adhesive stamps affixed to unmailed matter in connection with an (USPS®) authorized marketing program), only exchanges of Semipostal stamps will be permitted.

To avoid treating similar types of customer exchanges using different standards, the Postal Service will align the exchange of similar types of postage-related items under the same established principle. Therefore, the Postal Service is extending the same provision for exchanging unusable stamped paper as for unusable stamps when spoiled in the customer's possession, which must be those on sale within 12 months before the transaction. Subsequently, this includes removing references to redemption of aerogrammes, which not have been available for purchase since 2007. Customers are reminded that previously purchased aerogrammes are currently available at the applicable First-Class Mail International® letter-size price.

Additional language will be included in our standards for extra service refunds to clarify that proof of receipt by the Postal Service must be included with the refund request, regardless of the postage payment method used. Proof of

acceptance (receipt by the USPS) can be valid physical USPS acceptance/mail processing scan events, a USPS-postmarked (round-dated) mailing receipt or a retail Post Office™ mailing receipt.

Customers are also reminded that postage refunds for services not rendered are not provided when a signature of the sender is not captured when the piece has been properly returned to sender. Prior to the availability of electronic scanning data [implementation of the Product Tracking System (PTS)], signatures were routinely captured for mailpieces being returned to the sender as undeliverable. Additionally, mailpieces with extra services, including those that may not include indemnity, such as Certified Mail®, Return Receipt for Merchandise, and Signature Confirmation™, are designed to capture the signature of the recipient indicated by the sender as the addressee on the mailpiece and not the signature of the sender. Clarifying language will be added to the DMM that if the sender or the sender’s agent is not available to sign for returned, undeliverable Certified Mail, Return Receipt for Merchandise, and Signature Confirmation items, capturing the sender’s signature is not required. Return to sender scans will still be provided in these cases.

Duplicate references to refunds not given are listed under each product section of Priority Mail Express™ (formerly Express Mail®). These references are relocated to the refund standards for Priority Mail Express Postage Refunds, section 604.9.5.

The administrative costs, associated to both the mailer and the Postal Service, to provide a Value Added Refund (VAR) will generally exceed \$50.00 making such requests a negative return on investment. Therefore, a minimum refund amount of \$50.00 per mailing is being established for VARs.

The Postal Service provides customers with an appeal process for unfavorable rulings on postage refund requests made to an authorized PC Postage provider. These appeals require a manual, detailed review of the denial, similar to metered indicia refunds, which were not previously accounted for in refunds standards. Therefore, the refund standards for PC Postage appeals are being aligned under the same established principles. If an appeal to an unfavorable ruling on a refund request for PC Postage indicia results in a refund being granted, the refund amount would not exceed 90 percent of the face value of the indicia. Customers are also reminded that refund requests for postage purchased through an authorized PC Postage provider must be made directly through that provider. Only appeals to an adverse ruling on such requests made by a provider within the allotted refund period may be directed to the Postal Service through the manager, Payment Technology, USPS Headquarters. Subsequently, in an effort to give customers additional time to reconcile their shipping

records and reduce appeals being received beyond the current refund period, the Postal Service will expand the refund period for customers to request postage refunds through their provider for PC Postage indicia containing a valid Postal Identification Code (PIC) from 10 days to 30 days.

As a result of these revisions, PS Form 3533, Application for Refund of Fees, will be revised to reflect the changes.

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

* * * * *

100 Retail Letters, Cards, Flats, and Parcels

* * * * *

[Revise the title of 110 as follows:]

110 Priority Mail Express

113 Prices and Eligibility

* * * * *

[Revise the title of 2.0 as follows:]

2.0 Basic Eligibility Standards for Priority Mail Express

2.1 Definition

[Revise the first sentence of 2.1 and add a new second sentence as follows:]

Priority Mail Express is an expedited service for shipping any mailable matter, with a money-back guarantee, subject to the standards below. Refunds standards for domestic Priority Mail Express Next Day and Second Day Delivery are provided in 604.9.5.***

* * * * *

[Revise the title of 4.0 as follows:]

4.0 Service Features of Priority Mail Express

* * * * *

[Revise the title of 4.2 as follows:]

4.2 Priority Mail Express Next Day Delivery

* * * * *

[Delete 4.2.6 Refunds in its entirety.]

* * * * *

[Revise the title of 4.3 as follows:]

4.3 Priority Mail Express Second Day Delivery

* * * * *

[Delete 4.3.5 Refunds in its entirety.]

* * * * *

[Revise the title of 4.4 as follows:]

4.4 Priority Mail Express Military Service (PMEMS)

4.4.1 Objectives

[Replace the third sentence of 4.4.1 as follows:]

***For PMEMS, the USPS refunds standards are provided in 604.9.5.

* * * * *

114 Postage Payment Methods

* * * * *

[Delete 2.0, Postage Refunds, in its entirety.]

* * * * *

200 Commercial Letters and Cards

* * * * *

[Revise the title of 210 as follows:]

210 Priority Mail Express

213 Prices and Eligibility

* * * * *

[Revise the title of 3.0 as follows:]

3.0 Basic Standards for Priority Mail Express

3.1 Definition

[Revise the first sentence of 3.1 and add a new second sentence as follows:]

Priority Mail Express is an expedited service for shipping any mailable matter, with a money-back guarantee, subject to the standards below. Refunds standards for domestic Priority Mail Express are provided in 604.9.5.***

* * * * *

[Revise the title of 4.0 as follows:]

4.0 Service Features of Priority Mail Express

* * * * *

[Revise the title of 4.2 as follows:]

4.2 Priority Mail Express Next Day Delivery

* * * * *

[Delete 4.2.5 Refunds in its entirety.]

* * * * *

[Revise the title of 4.3 as follows:]

4.3 Priority Mail Express Second Day Delivery

* * * * *

[Delete 4.3.5 Refunds in its entirety.]

[Revise the title of 4.4 as follows:]

4.4 Priority Mail Express Custom Designed

[Delete 4.4.8 Refunds]

* * * * *

[Revise the title of 4.5 as follows:]

4.5 Priority Mail Express Military Service (PMEMS)

4.5.1 Objectives

[Replace the third sentence of 4.5.1 as follows:]

***For PMEMS, the USPS refunds standards are provided in 604.9.5.

* * * * *

214 Postage Payment and Documentation

* * * * *

[Delete 3.0, Postage Refunds, in its entirety.]

* * * * *

300 Commercial Flats

* * * * *

[Revise the title of 310 as follows:]

310 Priority Mail Express

313 Prices and Eligibility

* * * * *

[Revise the title of 3.0 as follows:]

3.0 Basic Standards for Priority Mail Express

3.1 Definition

[Revise the first sentence of 3.1 and insert a new second sentence as follows:]

Priority Mail Express is an expedited service for shipping any mailable matter, with a money-back guarantee, subject to the standards below. Refunds standards for domestic Priority Mail Express are provided in 604.9.5.***

* * * * *

[Revise the title of 4.0 as follows:]

4.0 Service Features of Priority Mail Express

* * * * *

[Revise the title of 4.2 as follows:]

4.2 Priority Mail Express Next Day Delivery

* * * * *

[Delete 4.2.5 Refunds in its entirety.]

4.3 Priority Mail Express Second Day Delivery

* * * * *

[Delete 4.3.5 Refunds in its entirety.]

[Revise the title of 4.4 as follows:]

4.4 Priority Mail Express Custom Design

* * * * *

[Delete 4.4.8 Refunds in its entirety.]

[Revise the title of 4.5 as follows:]

4.5 Priority Mail Express Military Service (PMEMS)

4.5.1 Objectives

[Replace the third sentence of 4.5.1 as follows:]

***For PMEMS, the USPS refunds standards are provided in 604.9.5.

* * * * *

314 Postage Payment and Documentation

* * * * *

[Delete 3.0, Postage Refunds, in its entirety.]

* * * * *

400 Commercial Parcels

* * * * *

[Revise the title of 410 as follows:]

410 Priority Mail Express

413 Prices and Eligibility

* * * * *

[Revise the title of 3.0 as follows:]

3.0 Basic Standards for Priority Mail Express

3.1 Definition

[Revise the first sentence of 3.1 and insert a new second sentence as follows:]

Priority Mail Express is an expedited service for shipping any mailable matter, with a money-back guarantee, subject to the standards below. Refunds standards for domestic Priority Mail Express are provided in 604.9.5.***

* * * * *

[Revise the title of 4.0 as follows:]

4.0 Service Features of Priority Mail Express

* * * * *

[Revise the title of 4.2 as follows:]

4.2 Priority Mail Express Next Day Delivery

* * * * *

[Delete 4.2.5 Refunds in its entirety.]

* * * * *

[Revise the title of 4.3 as follows:]

4.3 Priority Mail Express Second Day Delivery

* * * * *

[Delete 4.3.5 Refunds in its entirety.]

* * * * *

[Revise the title of 4.4 as follows:]

4.4 Priority Mail Express Custom Designed

[Delete 4.4.9 Refunds.]

[Revise the title of 4.5 as follows:]

4.5 Priority Mail Express Military Service (PMEMS)

4.5.1 Objectives

[Replace the third sentence of 4.5.1 as follows:]

***For PMEMS, the USPS refunds standards are provided in 604.9.5.

* * * * *

414 Postage Payment and Documentation

* * * * *

[Delete 3.0, Postage Refunds, in its entirety.]

* * * * *

500 Additional Mailing Services

* * * * *

505 Return Services

1.0 Business Reply Mail (BRM)

* * * * *

1.6 Postage, Per Piece Fees, and Account Maintenance Fees

* * * * *

1.6.6 With Postage Affixed

[Revise the fourth sentence of 1.6.6 as follows:]

***The permit holder may request a credit to the advance deposit account for postage affixed to BRM. A refund may be requested under 604.9.2 for postage affixed to BRM only if an advance deposit is not used.

* * * * *

507 Mailer Services

* * * * *

1.8 Returning Mail

* * * * *

1.8.5 Extra Services

[Revise 1.8.5 by revising the text of the fourth sentence and adding a new fifth sentence as follows:]

***The sender must sign a delivery receipt for returned Priority Mail Express and for Registered Mail, COD articles, mail insured for more than \$200, and any mail sent with return receipt for merchandise service. Returned Priority Mail Express (when waiver of signature is requested by sender), Certified Mail, and mail with Signature Confirmation, or return receipt for merchandise service may be returned to the sender without obtaining a signature when those mailpieces are properly returned to sender as undeliverable.

* * * * *

600 Basic Standards for All Mailing Services

* * * * *

604 Postage Payment Methods

* * * * *

4.0 Postage Meters and PC Postage Products ("Postage Evidencing Systems")

* * * * *

4.7 Authorization to Produce and Distribute Postage Evidencing Systems

[Revise the second sentence of 4.7 as follows:]

***Additional information may be obtained from the manager, Payment Technology (see 608.8.1 for address).

* * * * *

[Revise the title of 9.0 as follows:]

9.0 Exchanges and Refunds

* * * * *

9.1 Stamp Exchanges

[Revise the title and text of 9.1.2 as follows:]

9.1.2 Unusable, Damaged Stamps or Stamped Paper

Stamps, including stamped paper (cards and envelopes), that are damaged or otherwise unusable for postage (because of humidity, moisture, or other causes) while in a customer's possession may be exchanged only for an equal number of stamps, or stamped paper, alike and of the same denomination. Unusable stamps, including stamped paper, accepted from a customer must be those on sale at Post Offices within 12 months before the transaction. Quantities of the same denomination totaling over \$10 (i.e., sheets, coils, booklets) must be returned in the same configuration as when bought. Except as provided in item e, each such transaction is limited to \$100 worth of postage from each customer. These additional conditions apply to exchanges of damaged or unusable stamps or stamped paper:

- a. Only the buyer may exchange stamped paper with a printed return address or other matter printed by the buyer.
- b. Stamped envelopes (mutilated no more than is necessary to remove contents): Postage value plus value of any added postage due to a price increase or for additional service.
- c. Unmutilated single and double stamped cards: 85% of postage value, plus full value of postage added. Unused double stamped cards printed for reply should not be separated but, if they are separated in error and the buyer presents both halves, the cards may be redeemed. Reply halves of double stamped cards returned to sender outside of the mail are not redeemable by the original buyer, even though the reply half received no postal service.
- d. Stamps affixed to commercial envelopes and postcards: 90% of postage value. Envelopes and postcards must be in substantially whole condition and in lots of at least 50 of the same denomination and value.
- e. Unused precanceled stamps in full coils and in full sheets redeemed from precanceled permit holders: 90% of postage value.

* * * * *

[Renumber current 9.1.4 as new 9.1.8.]

[Renumber current 9.1.5 as new 9.1.4.]

[Add new 9.1.5 (renumbered from current 9.2.8) and revise the text as follows:]

9.1.5 Semipostal Stamps

Customers may exchange semipostal stamps for their postage value (i.e., the price of the stamps less the contri-

bution amount) to the extent that exchange of postage stamps is permitted. The postage the customer exchanges is equal to the First-Class Mail single-piece one-ounce letter price in effect at the time of exchange. However, if the customer provides a receipt showing the date of purchase, the postage exchanged is equal to the postage price in effect at the time of purchase. The contribution amount is not refundable and is not included in the exchange value.

[Delete 9.1.6, Exchange of Spoiled and Unused Postal Matter, in its entirety.]

[Delete current 9.1.7, Stamps Converted to Other Postage Forms, in its entirety.]

[Renumber current 9.1.8 as new 9.1.7 and revise the introductory text of renumbered 9.1.6 as follows:]

9.1.6 Not Exchangeable

The following postage items cannot be exchanged:

[Revise the text of renumbered 9.1.6 item a as follows:]

- a. Adhesive stamps, unless mistakes were made in buying (9.1.4), stamps were defective, stamps are affixed to commercial envelopes and postcards, or under 9.1.2.

* * * * *

[Revise the title of renumbered 9.1.8 as follows:]

9.1.8 Appeal of Denied Exchange

* * * * *

9.2 Postage and Fee Refunds

[Revise the title of 9.2.1 as follows:]

9.2.1 General Standards

A refund of postage and fees may be made:

* * * * *

[Revise item 9.2.1b by deleting the second sentence and revising the text of the first sentence as follows:]

- b. Under 9.3 for postage evidencing systems refund requests (4.0), which includes postage meters and PC Postage products.***

[Revise item 9.2.1c as follows:]

- c. Under 9.4 for Value Added Refund (VAR) requests made at the time of mailing.

[Delete item 9.2.1e (relocated as part of renumbered 9.2.3 item m).]

[Delete current 9.2.3, Torn or Defaced Mail, in its entirety (relocated as part of renumbered 9.2.3, item l).]

[Renumber current 9.2.4 through 9.2.7 as new 9.2.3 through 9.2.6.]

9.2.3 Full Refund

A full (100%) refund or credit may be made when:

* * * * *

[Delete redesignated item 9.2.3e and redesignate items 9.2.3f through 9.2.3l as new items 9.2.3e through 9.2.3k.]

[Revise renumbered item h by adding a new second sentence as follows:]

- h. ***The permit holder should request a credit to its advance deposit account, unless an advance deposit account is not used or is unavailable and a refund is requested.

[Add new items 9.2.3l and 9.2.3m as follows:]

- l. If a First-Class Mail, First-Class Package Service, Standard Post or Package Services mailpiece is torn or defaced during USPS handling so that the addressee or intended delivery point cannot be identified. Where possible, the damaged item is returned with the postage refund.
m. Under the terms of a contract between a contract postal unit (CPU) and the USPS for unused postage printed by the CPU.

[Revise the title of 9.2.4 as follows:]

9.2.4 Postage Refunds Not Available

***No refunds may be made for the following:

* * * * *

[Revise renumbered 9.2.4c as follows:]

- c. Unused adhesive stamps (may be exchanged under 9.1, Stamp Exchanges).

[Revise renumbered item 9.2.4e as follows:]

- e. Unused Priority Mail Forever Prepaid Flat Rate packaging. Only same packaging exchanges may be made directly through the Express and Priority Mail Supply Center (EPMSC) by calling 800-610-8734. Exchanges are only authorized when the unused packaging, purchased by credit card from http://www.usps.com/, arrives in damaged condition.

[Add new items 9.2.4f and 9.2.4g as follows:]

- f. For postage (and/or fees for extra services not rendered) when a postmarked (round-dated) mailing receipt, retail Post Office mailing receipt or valid USPS acceptance/mail processing scan events are not available.
g. For extra service fees, when the service could not be provided and the mailpieces are properly returned to sender as undeliverable.

9.2.5 Applying for Refund

[Revise the text of renumbered 9.2.5 as follows:]

For refunds under 9.2, the customer must apply for a refund on Form 3533; submit it to the Postmaster; and provide the envelope, wrapper (or a part of it) showing the names and addresses of the sender and addressee, canceled postage and postal markings, or other evidence of postage and fees paid. The local Postmaster grants or denies refund requests under 9.2. If the request is granted, the amount refunded may not exceed 90% of the indicia's face value when the total face value of the indicia is \$350 or less. When the total face value of the indicia is more than \$350, the amount refunded is the total face value reduced by \$35 per hour for the USPS time to process the refund, with a minimum charge of \$35. The charge is \$35 for each hour spent, with the last fraction of an hour treated as a full hour. For example, if the time to process the refund is 2 hours and 12 minutes, the charge is \$35 for 3 hours (\$105), which is deducted from the total face value of the indicia. USPS may process the refund payment via a no-fee postal money order for amounts up to \$500. Payment processing is through Accounting Service Center. Adverse rulings may be appealed through the Postmaster to the manager, Pricing and Classification Service Center (see 608.8.0), who issues the final agency decision. Refunds for postage evidencing systems postage are submitted under 9.3.

[Delete renumbered 9.2.6.]

[Renumber current 9.2.9 as new 9.2.6 and revise the title and text as follows:]

9.2.6 Postage Affixed to Business Reply Mail

A business reply mail (BRM) permit holder may request a credit to an advance deposit account for postage affixed to returned BRM pieces. A refund may be requested for postage affixed to BRM only if an advance deposit is not used or is unavailable. Only the value of the postage affixed may be credited or refunded. Refunds are not given for foreign postage affixed to BRM. The permit holder must submit a completed Form 3533 to the Postmaster documenting the excess postage payment for which a credit or refund is desired. The permit holder also must present properly faced and banded bundles of 100 (when quantities allow) identical BRM pieces with identical amounts of postage affixed. A charge of \$35 per hour, or fraction thereof, is assessed for the workhours used to process the credit or refund. Credits or refunds are not given for any BRM or QBRM per piece charges, annual accounting fees, quarterly fees, or monthly maintenance fees.

* * * * *

[Revise the title of 9.3 as follows:]

9.3 Refunds for Postage Evidencing Systems

[Renumber current 9.3.1 as new 9.3.7.]

[Add new item 9.3.1 as follows:]

9.3.1 Description

Postage meters and PC Postage products are collectively identified as postage evidencing systems. A postage evidencing system is a device or system of components a customer uses to print evidence that required postage has been paid. Refunds for postage and fees when payment is made by postage evidencing system indicia are granted as applicable in 9.3.2 through 9.3.12 and as follows:

- a. Refund requests must include the entire envelope or wrapper or a sufficient portion of the container showing the indicia must be included to validate that the item was never deposited with the USPS. Unused metered postage must not be removed from the mailpiece (including unmailed meter reply mail).
- b. Indicia printed on labels or tapes not adhered to wrappers or envelopes must be submitted loose and must not be stapled together or attached to any paper or other medium. Self-adhesive labels printed without a backing may be submitted on a plain sheet of paper.
- c. If a part of one indicium is printed on one envelope or card and the remaining part on one or others, the envelopes or cards must be fastened together to show that they represent one indicium.
- d. Refunds are allowable for indicia on metered reply envelopes only when it is obvious that an incorrect amount of postage was printed on them.

[Revise the title and text of 9.3.2 as follows:]

9.3.2 General Standards for Metered Indicia Refunds

Unused metered indicia are postage amounts (which may include fees) already imprinted onto any mailpiece, shipping label or meter strip (stamp) that was never mailed. Such meter indicia are considered for refund only if complete, legible, and valid. Authorized users must submit requests within 60 days of the date(s) shown in the indicia. Requests must include proof (such as a copy of the lease or contract) that the person or entity requesting the refund is the authorized user of the postage meter that printed the indicia. See 9.3.3 for additional standards applicable to dated, unused metered indicia and 9.3.4 for additional standards applicable to undated, unused metered indicia. For both types of unused metered indicia, submit refund requests as follows:

- a. The items with unused postage must be sorted by meter used and then by postage value shown in the

indicia and must be properly faced and bundled in groups of 100 identical items when quantities allow.

- b. Submit a refund request with a separate Form 3533 for each meter for which a refund is requested. Complete all identifying information and sections of the form. Charges for processing a refund request for unused, dated meter indicia are as follows, depending on the total face value of the indicia:

1. When the total face value of the indicia is \$350 or less, the amount refunded is 90% of the face value. USPS may process the refund payment via a no-fee postal money order; or
2. When the total face value of the indicia is more than \$350, the amount refunded is the total face value reduced by \$35 per hour for the USPS time to process the refund, with a minimum charge of \$35. The charge is \$35 for each hour spent, with the last fraction of an hour treated as a full hour. For example, if the time to process the refund is 2 hours and 12 minutes, the charge is \$35 for 3 hours (\$105), which is deducted from the total face value of the indicia. USPS may process the refund payment via a no-fee postal money order for amounts up to \$500. Payment processing for refunds of \$500.01 or more is through the Accounting Service Center.

- c. If a request is denied, the authorized user may appeal within 30 days of the ruling to the Manager, Pricing and Classification Center (see 608.8.0), who issues the final agency decision. The original meter indicia must be submitted with the appeal.

[Renumber current 9.3.3 as new 9.3.10.]

[Add new 9.3.3 as follows:]

9.3.3 Dated, Unused Meter Indicia

Refund requests for dated, unused meter indicia must be submitted to the local Post Office, under 9.3.1 and 9.3.2. The request is processed by the local Postmaster, who grants or denies the refund.

[Revise the title and text of 9.3.4 as follows:]

9.3.4 Undated, Unused Meter Indicia

Authorized users, or the commercial entity that prepared the mailing for the authorized user, must submit refund requests for undated, unused meter indicia under 9.3.1 and as follows:

- a. The request must include a letter signed by the authorized user, or by the commercial entity that prepared the mailing, explaining why the mailpieces were not mailed.
- b. The minimum quantity of unused, undated metered postage that may be submitted for refund is 500

pieces from a single mailing or indicia with a total postage value of at least \$500 from a single mailing.

- c. Supporting documentation must be submitted to validate the date.

Examples of supporting documentation include the job order from the customer, production records, the USPS qualification report, spoilage report, and reorders created report, as well as customer billing records, postage statements, and a sample mailpiece.

- d. The request must be submitted (with the items bearing unused postage and the documentation) to the manager, business mail entry at the USPS district overseeing the mailer's local Post Office, or to a designee authorized in writing. The manager or designee approves or denies the refund request.

[Renumber current 9.3.5 as new 9.3.9.]

[Renumber current 9.3.6 as new 9.3.5.]

9.3.5 Ineligible Metered Postage Items

The following metered postage items are ineligible for refunds:

[Revise renumbered item 9.3.5a as follows:]

- a. Meter reply pieces unless an incorrect postage price was printed.

* * * * *

[Revise renumbered item 9.3.5c as follows:]

- c. Loose indicia printed on labels or tape that have been stapled together or attached to paper or other medium, except under 9.3.2c.

[Revise renumbered item 9.3.5e as follows:]

- e. Indicia printed on mail returned to sender as undeliverable as addressed.

[Delete current 9.3.7, Refunds for Metered Postage, in its entirety and renumber current 9.3.8 as new 9.3.6.]

9.3.6 Rounding Numerical Values

[Revise the text of renumbered 9.3.6 as follows:]

Any fraction of a cent in the total to be refunded is rounded down to the whole cent. Any such rounding is unrelated to calculating a 90% maximum.

[Revise the title and text of renumbered 9.3.7 as follows:]

9.3.7 Unused Postage Value in Meter

The unused postage value remaining in a meter system when withdrawn from service may be refunded, depending upon the circumstance and the ability of the USPS to make a responsible determination of the actual or approximate amount of the unused postage value. When postage meters are withdrawn because of faulty operation, a final postage adjustment or refund will be withheld pending the

system provider's report of the cause. Once provided, the USPS will make the determination of whether a refund is warranted and any refund amount, if applicable. When a meter damaged by fire, flood, or similar disaster is returned to the provider, postage may be refunded or transferred when the registers are legible and accurate, or the register values can be reconstructed by the provider based on adequate supporting documentation. When the damaged meter is not available for return, postage may be refunded or transferred only if the provider can accurately determine the remaining postage value based on adequate supporting documentation. The authorized user may be required to provide a statement as to the cause of the damage and the absence of any reimbursement by insurance or otherwise, and that the authorized user will not also seek such reimbursement. No refund is given for faulty operation caused by the authorized user, for a decertified meter, or if a meter is reported lost by the provider and recovered after 365 days. Refunds for unused postage value in meter systems are provided as follows:

- a. Authorized users must notify their provider to withdraw the meter and to refund any unused postage value remaining on it.
- b. The meter must be examined to verify the amount before any funds are cleared from the meter. Based on what is found, a refund or credit may be initiated for unused postage value, or additional money owing for postage value used.
- c. The provider forwards the refund request to the USPS for payment or credit to the authorized user's mailing account.
- d. The USPS will not issue individual customer refunds for unused postage value less than \$25 remaining in a meter.

[Add new 9.3.8 as follows:]

9.3.8 General Standards for PC Postage Indicia Refunds

Unused PC Postage indicia are considered for refund only if complete, legible, valid, and documented pursuant to 9.3.1. See 9.3.9 for additional standards applicable to requests for undated unused PC Postage indicia, and 9.3.10 and 9.3.11 for additional standards applicable to requests for refunds of dated unused PC Postage indicia. For all types of unused PC Postage indicia, submit refund requests as follows:

- a. Only authorized PC Postage users may request a refund.
- b. The PC Postage system provider grants or denies a request for a refund for PC Postage indicia using established USPS criteria.

- c. If a request is denied, the authorized user may appeal within 30 days of the adverse ruling through the manager, Payment Technology, USPS Headquarters (see 608.8) who issues the final agency decision. Requests for appeal must include the physical submission of the original label. If the exact numerical value of postage paid is not displayed in the indicia, the customer must submit the corresponding transaction log. The customer's specific reason for requesting the appeal must be included. If the appeal to an unfavorable refund request ruling results in a refund being granted, the amount refunded may not exceed 90% of the indicia's face value.

[Revise the text of renumbered 9.3.9 as follows:]

9.3.9 Unused, Undated PC Postage Indicia

[Revise the text of renumbered 9.3.9 as follows:]

Refunds will not normally be provided for valid, undated, serialized PC Postage indicia containing commonly used postage values. If the authorized user believes extraordinary circumstances justify an exception, requests for such refunds must include a detailed explanation. Requests will be considered by the PC Postage system provider on a case by case basis and as provided in 9.3.1 and, 9.3.8.

9.3.10 Unused, Dated PC Postage Indicia With PIC

[Revise the text of renumbered 9.3.10 as follows:]

The refund request should reflect any package identification code (PIC). Requests for refund of international mail postage (domestic origin only) and fees may include valid PICs for any form of USPS Tracking, Signature Confirmation, or Priority Mail Express service, and include those PICs available through the Track & Confirm service on <http://usps.com>. Requests for refund of PC Postage indicia that contain a valid Postal Identification Code (PIC) are provided as follows:

- a. Requests must be submitted by authorized users to their provider electronically in accordance with procedures available from their provider. Physical submission of labels to the provider is not permitted.
- b. Requests must be initiated for within thirty (30) days of printing the indicia.
- c. If a postage refund is granted, the original physical shipping label must be destroyed by the authorized user.
- d. The provider may, at its discretion, charge for processing a refund request.

[Add new 9.3.11 and 9.3.12 as follows:]

9.3.11 Unused, Dated PC Postage Indicia Without PIC

Requests for refund of dated, unused PC Postage indicia which do not have an associated package identification

code (PIC) must be submitted as provided in 9.3.1 and as follows:

- a. Must be physically submitted by authorized users to their provider, along with the items bearing the unused postage, in accordance with procedures available from their provider. Authorized users must submit the refund request within sixty (60) days of the date(s) shown in the indicia.
- b. The provider may, at its discretion, charge for processing a refund request.

9.3.12 Unused Postage Value in PC Postage Systems

Authorized users must notify their PC Postage provider to withdraw a system and to refund any unused postage value remaining in that account. The provider refunds the unused postage value remaining in the user's system on behalf of the USPS. Individual customer refunds are not issued for unused postage value less than \$25 remaining in a PC Postage system.

[Revise the title of 9.4 as follows:]

9.4 Value Added Refunds

* * * * *

9.4.14 Criteria for Mailing

A mailing for which a VAR request is submitted must meet these criteria:

* * * * *

[Add a new item 9.4.14f as follows:]

- f. Each mailing refund request must be for at least \$50 in postage. Customers may not combine multiple postage statements on a single Form 3533 to reach the \$50 minimum threshold.

* * * * *

[Revise the title of 9.5 as follows:]

9.5 Priority Mail Express Postage Refund

[Renumber current items 9.5.1 through 9.5.7 as new items 9.5.4 through 9.5.11.]

[Add new items 9.5.1 through 9.5.3 as follows:]

9.5.1 Priority Mail Express Next Day and Second Day Delivery

For Priority Mail Express Next Day and Second Day Delivery, the USPS refunds the postage for an item not available for customer pickup at destination or for which delivery to the addressee was not attempted, subject to the standards for this service, unless the delay was caused by one of the situations in 9.5.6.

9.5.2 Priority Mail Express Military Service (PMEMS)

For PMEMS, the USPS refunds postage for an item not available for customer pickup at the APO/FPO or DPO address or for which delivery to the addressee was not attempted domestically within the times specified by the standards for this service, unless the item was delayed by Customs; the item was destined for an APO/FPO or DPO that was closed on the intended day of delivery (delivery is attempted the next business day); or the delay was caused by one of the situations in 9.5.6.

9.5.3 Priority Mail Express Custom Designed

For Priority Mail Express Custom Designed, the USPS refunds the postage for an item not available for customer pickup at destination or not delivered to the addressee within 24 hours of mailing, unless the item was mailed under a service agreement that provides for delivery more than 24 hours after scheduled presentation at the point of origin or if the delay was caused by one of the situations in 9.5.6.

* * * * *

9.5.5 Conditions for Refund

[Revise the second sentence of newly renumbered 9.5.5 as follows:]

***Except as provided in 9.5.6, a mailer may file for a postage refund only if the item was not delivered, delivery was not attempted, or if the item was not made available for claim by the delivery date and time specified at the time of mailing.

* * * * *

9.5.6 Refunds Not Given

Postage refunds may not be available if delivery was attempted within the times required for the specific service, or if the guaranteed service was not provided due to any of the circumstances as follows:

[Revise 9.5.6 by adding new items a. through i. as follows:]

- a. The item was properly detained for law enforcement purposes (see *Administrative Support Manual* 274).
- b. The item was delayed due to strike or work stoppage.
- c. The item was delayed because of an incorrect ZIP Code or address; or forwarding or return service was provided after the item was made available for claim.
- d. The shipment is available for delivery, but the addressee made a written request that the shipment be held for delayed delivery.
- e. The shipment is undeliverable as addressed.
- f. If authorized by USPS Headquarters, and the delay was caused by governmental action beyond the control of USPS or air carriers; war, insurrection, or civil

disturbance; delay or cancellation of flights; projected or scheduled transportation delays; breakdown of a substantial portion of USPS transportation network resulting from events or factors outside the control of USPS; or acts of God.

- g. The shipment contained live animals and was delivered or delivery was attempted within 3 days of the date of mailing.
- h. The Priority Mail Express Next Day shipment was mailed December 22 through December 25 and was delivered or delivery was attempted within 2 business days of the date of mailing.

- i. The postage refund was other than for loss, and the Priority Mail Express piece was destined to Guam, American Samoa, the Commonwealth of the Northern Mariana Islands, the Republic of the Marshall Islands, or the Federated States of Micronesia (see 608.2.4.1 for ZIP Codes).

* * * * *

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

— *Product Classification,
Pricing, 6-27-13*

ELM Revision: Postmaster Convention Leave

Effective June 27, 2013, the Postal Service™ is revising the *Employee and Labor Relations Manual (ELM)* to reflect the policy change from January 14, 2012, regarding discontinuation of administrative leave, which was previously allowed for career Postmasters who wished to attend Postmaster organization conventions.

Employee and Labor Relations Manual (ELM)

* * * * *

5 Employee Benefits

510 Leave

* * * * *

519 Administrative Leave

* * * * *

[Revise the title of 519.6 to read as follows:]

519.6 Special Events – Postal Service Invitation

[Delete the section title for 519.61 and the text for 519.62 in its entirety (519.6 should read as follows):]

The postmaster general, deputy postmaster general, or chief operating officer may approve the use of administra-

tive leave for spouses or guests who are postal employees when they are invited by the Postal Service to attend a special event. The invitation from the postmaster general, deputy postmaster general, or chief operating officer must include the spouse or guest attendance as well as the allowable period of administrative leave authorized for the specific special event. The invitation must be attached to the PS Form 3971 and submitted to the spouse's or guest's supervisor in advance of the leave.

* * * * *

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

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

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

— *Compensation,
Human Resources, 6-27-13*

IMM Correction: Registered Mail Service Available With First-Class Package International Service

The article titled “IMM Revision: Changes to Pricing and Mailing Standards for International Mailing Services” in *Postal Bulletin* 22352 (12-13-12, pages 52–56 and 81–84) included many revisions that incorporated the mailing standards for the newly introduced First-Class Package International Service™ (which became effective January 27, 2013).

However, in that article and in the edition of *Mailing Standards of the United States Postal Service*, International Mail Manual (IMM®) published January 27, 2013, and in the subsequent editions of the IMM through June 2013, the section about Registered Mail™ service in the IMM’s Individual Country Listings (ICLs) inadvertently failed to note that Registered Mail service is available with First-Class Package International Service (although its availability was listed in other places in the IMM).

Accordingly, and consistent with IMM 332d, we are revising the ICLs that offer Registered Mail service to note that it is available with First-Class Package International Service.

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

* * * * *

Individual Country Listings

* * * * *

Afghanistan

[Editor’s Note: We are using Afghanistan as an example, but this revision applies to each country that offers Registered Mail service — i.e., to every country except Iraq, Montenegro, and North Korea (Korea, the Democratic People’s Republic of), which do not offer Registered Mail service.]

* * * * *

Extra Services

* * * * *

Registered Mail (330)

[For Afghanistan and also for each country that offers Registered Mail service, revise the sentence directly after the text “Maximum Indemnity: \$46.14” to read as follows (to include First-Class Package International Service):]

Available only for First-Class Mail International, including postcards, First-Class Package International Service, Priority Mail International Flat Rate Envelopes, Priority Mail International Small Flat Rate Priced Boxes, and matter for the blind or other physically handicapped persons.

* * * * *

We will incorporate this corrected information into the next update of the online IMM, which is available via Postal Explorer® at <http://pe.usps.com>.

— Product Classification, Pricing, 6-27-13

IMM Revision: Eligible Items for “Known Mailers”

Effective July 28, 2013, the Postal Service™ will revise *Mailing Standards of the United States Postal Service*, International Mail Manual (IMM®) section 123.623 to reflect new eligibility standards for items that can be mailed under the “known mailer” standards without a customs declaration form.

Under these revised standards, known mailers will be authorized to mail letter-size, flat-size, or package-size (small packet) items containing goods of nominal value (less than \$1.00) when mailed in conjunction with communications or informational materials for which no customs declaration form is required in the destination country. The following conditions also apply:

- The mailpieces must not require an export license.
- The mailpieces must not contain dangerous or prohibited items under IMM 135 or 136, or be otherwise prohibited by the destination country

- The mailpieces cannot be destined to an E:1 country listed in Title 15, Code of Federal Regulations, Section 740, Supplement 2 (15 CFR 740, Supp. 2). (Currently, these countries are Cuba, Iran, North Korea, Sudan, and Syria.)
- The mailpieces cannot contain any items listed in the Commerce Control List (15 CFR 774) or the U.S. Munitions List (22 CFR 121).

Previously, under this exception, the Postal Service authorized the mailing of only hard copy printed or recorded media without a customs declaration form.

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

* * * * *

1	International Mail Services	*	*	*	*	*
120	Preparation for Mailing	*	*	*	*	*
123	Customs Forms and Online Shipping Labels	*	*	*	*	*
123.6	Required Usage	*	*	*	*	*
123.62	Known Mailers	*	*	*	*	*
123.623	Conditions					

The following conditions apply to “known mailers”:

[Revise item a to read as follow:]

- a. The mailpieces must contain no merchandise or goods, except as provided in 123.623b and 123.623c.

* * * * *

[Redesignate current items c through f as d through g and insert new item c to read as follows:]

- c. The mailpieces may contain goods of nominal value (less than \$1.00) in conjunction with communications or informational materials for which no customs form is required in the destination country. In addition, authorization to mail items under this standard is subject to the following conditions:

1. The mailpieces must not require an export license as described in 510, 520, 530, or 540.
2. The mailpieces must not contain dangerous or prohibited items under IMM 135 or 136, or be otherwise prohibited by the destination country
3. The mailpieces cannot be destined to an E:1 country listed in 15 CFR 740, Supp. 2.
4. The mailpieces cannot contain any items listed in the Commerce Control List (15 CFR 774) or the U.S. Munitions List (22 CFR 121).

* * * * *

[In newly designated item g, revise the last sentence to read as follows (replacing “no information materials” with “no mailings”):]

- g. ***For example, a suspension or revocation may result when the mailer fails to ensure his or her compliance with 510, 520, 530, or 540, such as ensuring that no mailings are sent to persons blocked from transacting in such items by the federal agencies described in those IMM sections.

* * * * *

We will incorporate this revision into the next update of the online IMM, which is available via Postal Explorer® at <http://pe.usps.com>.

— Product Classification,
Pricing, 6-27-13

IMM Revision: Foreign Office of Exchange Code for IPA and ISAL Service to France and Mauritius

Effective September 3, 2013, the Postal Service™ will revise *Mailing Standards of the United States Postal Service*, International Mail Manual (IMM®) Exhibits 292.452 and 293.452 to update the foreign office of exchange codes for International Priority Airmail™ (IPA®) items sent to Mauritius, and for International Surface Air Lift® (ISAL®) items sent to France and Mauritius.

Periodically, the Postal Service receives such requests from foreign posts to facilitate operational needs. In this case, these foreign posts requested that these updates be implemented as soon as possible. However, in order to provide mailers the time needed to make necessary logistic and software changes, we are not requiring this change from mailers until September 3, 2013. Nonetheless, in order to expedite delivery, mailers are encouraged to implement these changes immediately.

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

		*	*	*	*	*
2	Conditions for Mailing	*	*	*	*	*
290	Commercial Services	*	*	*	*	*
292	International Priority Airmail (IPA) Service	*	*	*	*	*
292.4	Mail Preparation	*	*	*	*	*

292.45 Sortation

* * * * *

292.452 Presorted Mail — Direct Country Bundle Label

* * * * *

Exhibit 292.452 IPA Country Price Groups and Foreign Office of Exchange Codes*[Revise the entry for Mauritius to read as follows:]*

Country Labeling Name	Foreign Office of Exchange Code	Price Group
* *	* *	*
Mauritius	PLU	15
* *	* *	*

293 International Surface Air Lift (ISAL) Service

* * * * *

293.4 Mail Preparation

* * * * *

293.45 Sortation

* * * * *

293.452 Presorted Mail — Direct Country Bundle Label

* * * * *

Exhibit 293.452 ISAL Country Price Groups and Foreign Office of Exchange Codes*[Revise the entries for France and Mauritius to read as follows:]*

Country Labeling Name	Foreign Office of Exchange Code	Price Group
* *	* *	*
France (includes Corsica)	CDG	5
* *	* *	*
Mauritius	PLU	15
* *	* *	*

When effective, we will incorporate these revisions into the online IMM, which is available via Postal Explorer[®] at <http://pe.usps.com>.

— Product Classification,
Pricing, 6-27-13

Publications

Publication 75, Mover's Guide, News

What's New?

As of July 1, 2013, recycle any old copies of Publication 75, *Mover's Guide*. All Post Offices[™] should receive the new July–September 2013 issue of Publication 75 by June 30, 2013. Similar to last quarter's shipment, the total quantity of *Mover's Guide* copies sent to your facility may have been reduced. In an effort to reduce waste and account for more customers submitting change-of-address orders online, fewer *Mover's Guide* copies are needed. There are several things you can do to conserve as well:

- Make sure customers are aware that *USPS.com*[®] is the most convenient, safe, and secure way for customers to submit a change-of-address order.
- Encourage carriers to take ICOA message cards on their routes instead of *Mover's Guide* copies.
- Give *Mover's Guide* copies out to *moving* customers only.

Important Reminders

- Copies of *Mover's Guide* must be kept behind the counter *ONLY*, not in inner or outer lobbies or on clerk counters.

- Customers unwilling or unable to submit their change of address at www.usps.com should be given a complete, *unopened* copy of *Mover's Guide*.
- Provide *no more than three* copies of *Mover's Guide* to each customer.
- *Mover's Guide* is printed and distributed four times a year.

Shipment Information and Inventory Management

Offices will continue to receive copies of *Mover's Guide* in one or two shipments. The first shipments should arrive by the end of June. The second shipments will arrive 3 to 5 weeks later.

- Boxes with BLUE stickers are the first shipment for this print run.
- Boxes with YELLOW stickers are the second and final shipment for this print run.

To track or find your office's shipment information, go to http://blue.usps.gov/purchase/operations/ops_downloads.htm and click *Mover's Guide (Pub 75) Distribution for July–September 2013*. Use the CTRL+ F Function while the "Fedstrip" Column is highlighted to search for your office.

To request a shipment quantity change, call Imagitas at 800-816-6837.

ICOA Message Card Information

If your Post Office™ has an ICOA message card display, replenishment cards and updated banners will be mailed with your *Mover's Guide* shipments. DO NOT THROW AWAY THE DISPLAY OR ICOA MESSAGE CARDS — THEY DO NOT EXPIRE. The display is REQUIRED to be in

the lobby and expected to have the ICOA message cards in it at all times.

If any Post Office runs out of ICOA message cards between shipments, use the website at <http://imagitas.com/contact/postal-request-form/> or call 800-816-6837 for replenishment.

— Address Management,
Product Information, 6-27-13

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

Effective June 27, 2013, Publication 431, *Post Office Box Service and Caller Service Fee Groups*, is revised to include the following changes.

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

* * * * *

[Add the following entries:]

ZIP Code	Fee Group
30302	4
74966	6
97256	34

* * * * *

[Revise the following entries:]

ZIP Code	Fee Group
07715	33
15490	5
15646	5
25301	34
43721	5
78115	34
78675	35

* * * * *

[Delete the following entries:]

ZIP Code	ZIP Code	ZIP Code
31309	62683	72164A
32309	62878	72180A
32413W	62973	72329
32602	66544	73659

ZIP Code	ZIP Code	ZIP Code
43736	66932	73705
46514	67028	74966C
46953	67105	79077
62009	67459	97575
62329	69041	97760A
62464	50057	

* * * * *

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, 6-27-13

Forms

PS Form 8230 is Going Away.

Effective October 1, 2013, the Scanning and Imaging Center (SIC) will no longer accept or process PS Form 8230, *Authorization for Payment*, for the local purchase of goods and services. Our preferred payment options are in the following order of priority:

1. eBuy2 catalogs.
2. National or area contracts.
3. Local suppliers that accept credit cards.

In the absence of eBuy2 catalogs or contract options, local buying from suppliers who accept credit cards is required. Current suppliers who do not accept credit cards should be advised to accept credit card payments as soon as possible, if they want to continue providing products and services to the Postal Service™ past the October 1 deadline.

Current suppliers who cannot accommodate the change should be replaced by suppliers who accept credit cards. Local buyers should begin making purchases from suppliers that accept credit cards as soon as possible before the October 1 deadline.

Local buyers who have questions about replacing a supplier or using other credit card payment options should contact the Purchasing Shared Services Center at 877-293-2410.

Also effective October 1, 2013, new PS Form 2551 will replace use of PS Form 8230 for the payment of non-goods and services, such as:

- Tort claims.
- OSHA fines.
- Health Benefits 202 reimbursements.
- Office of Workers' Compensation programs.
- Other private and governmental third-party fees and transactions.

Please do not send any PS Form 8230s to the SIC after September 30, 2013. They will be returned to your office for proper disposition. This may result in additional contract expenses and/or late payments, which will expose local offices to Prompt Payment Act penalty charges.

— *SOX Management Controls and Integration,
Controller, 6-27-13*

DID YOU **KNOW**

**With the Global
Forever stamp,
customers can send
a 1-ounce First-Class
Mail International
letter to any country
for \$1.10.**



Organization Information

Address Management

Correction — New 3-Digit ZIP Code Area 876

In the article “New 3-Digit ZIP Code Area 876,” in *Postal Bulletin* 22364 (5-30-13, page 11), the 3-digit ZIP Code Area 876 was listed as being used for a portion of the area currently served by the 3-digit 859 code.

The corrected information is given below in bold.

Effective July 1, 2013, the Postal Service™ will activate a new 3-digit ZIP Code™ area. **The 3-digit 876 code will be used for a portion of the area currently served by the**

3-digit 879 code. Currently, one unique ZIP Code will be associated with the new 3-digit ZIP Code area.

Before July 1, 2013, check all Postal Service systems using ZIP Codes to ensure the new ZIP Code prefix has been activated.

— Address Management, Product Information, 6-27-13

Post Office Changes

Old/New	Finance No.	ZIP Code	State	P.O. Name	County/Parish	Station/Branch/Unit	Unit Type	Effective Date	Comments
Old	20-4392	42254	KY	La Fayette	Christian	Main Office	Post Office	05/16/2012	Post Office discontinued.
New	20-3852	42254	KY	Hopkinsville	Christian	La Fayette	Place Name	03/23/2013	Retain ZIP Code. Establish a Place Name. Continue to use La Fayette, KY 42254 as last line of address.

— Address Management, Product Information, 6-27-13

Channel Access

Repair or Replacement of Self-service Kiosk Collection Boxes, PSIN 1577F and 1170B

Retail Business Technology together with Maintenance and Engineering would like to remind all field locations that keeping your collection boxes well-maintained is critical. Please take stock of your collection boxes to make sure they are in good working order (see *MMO-024-08*, APC Collection Device Repair Information).

SSK Collection Device parts are available to order from the Material Distribution Center (MDC) through eMARS. Sites that are unfamiliar with the eMARS system can contact the Maintenance Technical Support Center at 800-366-4123, option 3.

Here is a list of parts plus current prices* that are stocked at the MDC for SSK Collection Devices:

- Stud Track Roller — PSN 3915-06-000-9873, \$8.71 each.
- Drum Handle (Center) — PSN 3915-06-000-9857, \$1.10 each.
- Round Bumper — PSN 3915-06-000-9861, \$0.18 each.

- Safety Bumper (ST-2375) — PSN 3915-16-000-8935, \$2.89.
- Black Grommet Edging — PSN 5325-06-000-9872, \$10.89 each.
- Gas Spring — PSN 5360-06-000-9868, \$9.43 each.

* SSK parts prices are subject to change. Please verify prices before ordering.

Kiosk collection devices are supported by the Topeka MDC. For parts support, sites can contact National Materials Customer Service at 800-332-0317, option 4, or via email at mdc.customerservice@usps.gov.

Two types of collection devices are available. If your collection box needs to be replaced, please use the information below for ordering a new stand alone or in-wall collection box:

- **PSN 7110-07-000-7110**, PSIN 1577F, In-Wall Drop Unit SSK eBuy2 funded amount \$2200 (This amount must be funded — eMARS may show a different amount).

- **PSN 7110-07-000-7109**, PSIN 1170B, Stand Alone Collection Box SSK eBuy2 funded amount \$3700 (This amount must be funded — eMARS may show a different amount).

Note: These charges include the core charge of \$500 and all applicable shipping costs.

EBuy2

When creating your EBuy2 Off-Catalog Request, the supplier information is as follows:

MATERIAL DISTRIBUTION CENTER
500 SW GARY ORMSBY DRIVE
TOPEKA KS 66624-9606
(800) 332-0317

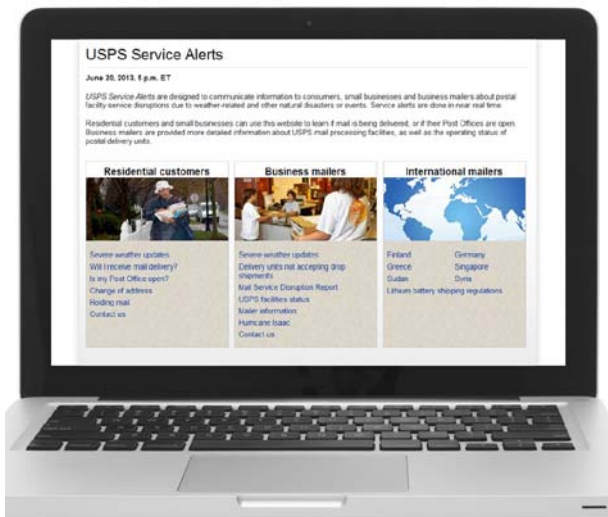
Your Purchasing Method will be "Local" and your Payment Method will be "Fedstrip/ Finance #"
GL CODE : 52101

Don't forget to send your old collection box back to Topeka for repair or deconstruction for parts. Upon receipt, Topeka will reimburse the \$500 core charge. To request the return of your old in-wall or stand alone, create a bill of lading (BOL) request. For those sites that are unfamiliar with the BOL process, visit http://blue.usps.gov/purchase/_doc/ops_bol_form.doc or contact National Materials Customer Service at 800-332-0317, option 4 or via email at mdc.customerservice@usps.gov for assistance.

— Retail Business Technology,
Channel Access, 6-27-13

Consumer Affairs

Mail Service Updates Site Now Called USPS Service Alerts



Mail Service Updates on usps.com now has a new look and a new name — *USPS Service Alerts*.

USPS Service Alerts provides customers with near real-time information about postal facility service disruptions due to weather-related issues and other natural disasters or events. The webpage is organized to provide consumers and business mailers with more complete, timely information

on what matters to them — mail delivery and Post Office™ retail service in an affected area as well as operational planning details for business and international mailers.

“Feedback from residential customers and business mailers following natural disasters like Hurricane Sandy prompted us to take a close look at Mail Service Updates,” said Consumer Advocate Krista Finazzo. “We wanted more effective communication with our customers during service interruptions. Now, residential consumers and business mailers have an easy, online location to learn the operating status of Post Office and mail processing facilities.”

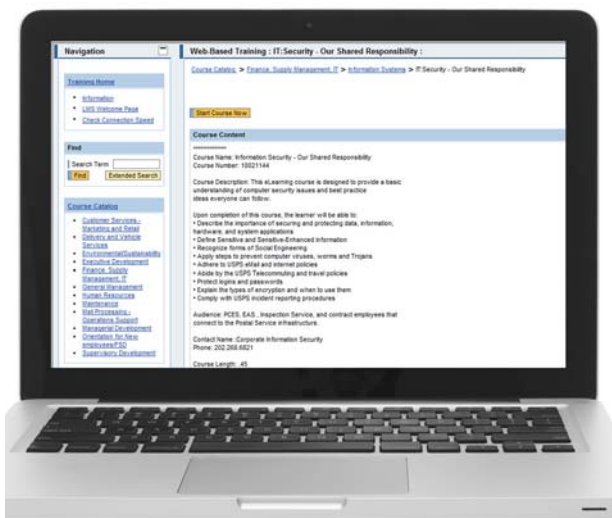
The upgraded page provides commercial mailers with more detailed information on the operating status of mail processing facilities and delivery units, which allows them to better plan drop shipments and other operational activities. Other improvements include a new section for residential customers who can now learn whether their mail is being delivered or if their Post Offices are open.

USPS Service Alerts can now be found on usps.com or at <http://about.usps.com/news/service-alerts/welcome.htm>.

— Consumer and Industry Affairs,
Chief Operating Officer, 6-27-13

Information Security

Information Security Training



The “Information Security: Our Shared Responsibility” training course, #10021144, is now available in the Learning Management System. This *eLearning* course – which is mandatory for all Postal Career Executive Service, Executive Administrative Service, and Inspection Service

employees who use the Postal Service™ computer network — is designed to provide a basic understanding of computer security issues and best practices to help maintain information security.

After completing the course, employees will be able to:

- Describe the importance of securing and protecting data, information, hardware, and system applications.
- Define sensitive and sensitive-enhanced information.
- Recognize forms of social engineering.
- Apply steps to prevent computer viruses, worms, and Trojans.

The course will help employees adhere to and abide by USPS® email, Internet, telecommuting, and travel policies. Employees will also learn how to protect logins and passwords, explain encryption types and when to use them, and comply with USPS incident reporting procedures.

— *Corporate Information Security Office,
Chief Information Officer, 6-27-13*

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 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
6/27/13–6/29/13	Jcp — Wk21 Home Summer/July 4th	Standard A/Flat	5.0	National	3/5 Digit	Harte-Hanks/RRD
7/13/13–7/16/13	Publishers Clearing House — NP309X Authorization For Moving Money	Standard Letters	2.407	National	3/5 Digit	Midwest Direct Mailers
7/13/13–7/16/13	Publishers Clearing House — NP319X Office Of The Controller	Standard Letters	2.430	National	3/5 Digit	Midwest Direct Mailers
7/13/13–7/16/13	Publishers Clearing House — PB299X Office Of The Controller	Standard Letters	3.500	National	3/5 Digit	Midwest Direct Mailers
7/13/13–7/16/13	Publishers Clearing House — PB289X Office Of The Controller	Standard Letters	1.650	National	3/5 Digit	Advertising Distributors of America
7/15/13–7/18/13	Ginnys	Standard Catalog	1.0	National	3/5 Digit	Quad Graphics
7/16/13–7/18/13	Jcp — Wk24 Rewards Event	Standard A/Flat	7.0	National	3/5 Digit	Harte-Hanks/RRD

Requested Delivery Dates	Title of Mailing	Class and Type of Mail	Number of Pieces (Millions)	Distribution	Presort Level	Comments
7/16/13–7/18/13	Publishers Clearing House — NP300 Final Step Required	Standard Letters	2.507	National	3/5 Digit	Midwest Direct Mailers
7/16/13–7/18/13	Publishers Clearing House — NP301 Winning Number Found Report	Standard Letters	2.530	National	3/5 Digit	Midwest Direct Mailers
7/16/13–7/18/13	Publishers Clearing House — PB290 Winning Number Found Report	Standard Letters	3.700	National	3/5 Digit	Midwest Direct Mailers
7/16/13–7/18/13	Publishers Clearing House — PB291 Winning Number Found Report	Standard Letters	1.800	National	3/5 Digit	Advertising Distributors of America

— Business Customer Support and Services, Consumer and Industry Affairs, 6-27-13

Stamp Services

Pictorial Postmarks Announcement

As a community service, the Postal Service™ offers pictorial postmarks to commemorate local events celebrated in communities throughout the nation. A list of events for which pictorial postmarks are authorized appears below. The sponsor of the pictorial postmark appears in italics under the date. Also provided are illustrations of these postmarks.

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

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

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

Customers wishing to obtain a postmark should affix stamps to any envelope or postcard of their choice, address the envelope or postcard to themselves or others, insert a card of postcard thickness in envelopes for sturdiness, and tuck in the flap. Place the envelope or postcard in a larger envelope and address it to: Pictorial Postmarks, followed by the Name of the Station, Address, City, State, ZIP+4® Code, as listed below.

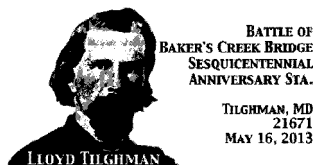
Customers can also send stamped envelopes and postcards without addresses for postmark, as long as they supply a larger envelope with adequate postage and their return address. After applying the pictorial postmark, the Postal Service returns the items (with or without addresses) under addressed protective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

The following pictorial postmark has been extended for 60 days:

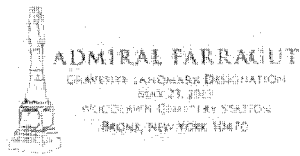


May 11, 2013
Bergen County Dept. of Health Services
 Spring Into Health Station
 Postmaster
 15 Park Avenue
 Rutherford, NJ 07070-9998

The following pictorial postmarks have been extended for 30 days:



May 16, 2013
United States Postal Service
 Sesquicentennial Anniversary Station
 Postmaster
 PO Box 9998
 Tilghman, MD 21671-9998



May 23, 2013
 Woodlawn Cemetery
 Farragut Station
 Special Events
 380 West 33rd Street, Room 4032
 New York, NY 10199-9998



May 23, 2013
 United States Postal Service
 Sesquicentennial Civil War Ded Sta
 Postmaster
 3415 Pemberton Blvd.
 Vicksburg, MS 39180-9998



June 5, 2013
 United States Postal Service
 Birthplace Station
 Postmaster
 80 First Street
 Kingsland, AR 71652-9998



June 5, 2013
 United States Postal Service
 Johnny Cash Station
 Postmaster
 140 N. Harvard Avenue
 Claremont, CA 91711-9998



June 5, 2013
 United States Postal Service
 Hometown Station
 Postmaster
 105 Highway 297 N.
 Dyess, AR 72330-9998



June 9, 2013
 Brandy Station Foundation
 Battle of Brandy Station
 Postmaster
 19328 Brandy Road
 Brandy Station, VA 22714-9998



June 14-15, 2013
 United States Postal Service
 Great American Picnic Celebration Station
 Postmaster
 PO Box 9998
 Dresden, OH 43821-9998

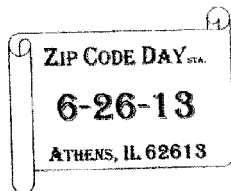


June 20, 2013
 Merrick Mint
 America's Beautiful National Parks Station
 Postmaster
 PO Box 9998
 Baker, NV 89311-9998



June 20, 2013

Chuck Taylor
 Quarter Launch Station
 Postmaster
 PO Box 9998
 Baker, NV 89311-9998



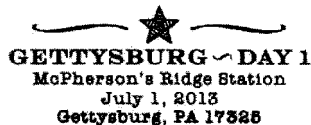
June 26, 2013

Lions Club
 Zip Code Day Station
 Postmaster
 220 S. 7th Street
 Petersburg, IL 62675-9998



June 29, 2013

United States Postal Service
 Hancher Auditorium Station
 Postmaster
 400 S. Clinton Street
 Iowa City, IA 52240-9998



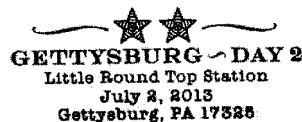
July 1, 2013

Civil War Round Table of the
 North Shore
 McPherson's Ridge Station
 Postmaster
 115 Burford Avenue
 Gettysburg, PA
 17325-9998



June 29, 2013

Hamilton Community
 Development Corporation
 HCDC Station
 Postmaster
 1160 Broadway Street
 Hamilton, IL 62341-9998



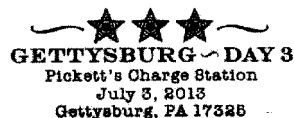
July 2, 2013

Civil War Round Table of the
 North Shore
 Little Round Top Station
 Postmaster
 115 Burford Avenue
 Gettysburg, PA
 17325-9998



July 1, 2013

United States Postal Service
 Gettysburg 150th
 Anniversary Station
 Postmaster
 231 South Main Street
 Halifax, VA 24558-9998



July 3, 2013

Civil War Round Table of the
 North Shore
 Pickett's Charge Station
 Postmaster
 115 Burford Avenue
 Gettysburg, PA
 17325-9998



July 1-30, 2013

United States Postal Service
 Lutz Centennial Station
 Postmaster
 PO Box 9998
 Lutz, FL 33549-9998

Kearney, NE Station
68847 / July 3, 2013

July 3, 2013

The Lincoln Highway
 Association
 Kearney NE Station
 Postmaster
 PO Box 9998
 Kearney, NE 68847-9998



July 3, 2013
 United States Postal Service
 Dedicated Station
 Postmaster
 115 Burford Avenue
 Gettysburg, PA
 17355-9998



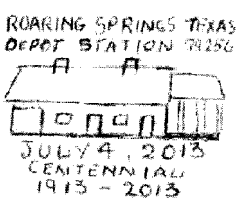
July 6, 2013
 United States Postal Service
 NE Centennial Station
 Postmaster
 211 Main Street
 New Effington, SD
 57255-9998



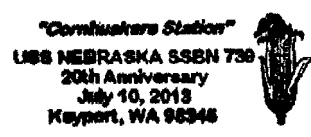
July 4, 2013
 Seward Fourth of July
 Celebration Committee
 4th of July Station
 Postmaster
 PO Box 9998
 Seward, NE 68434-9998



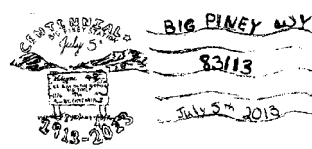
July 6, 2013
 United States Postal Service
 Hazen Centennial Station
 Postmaster
 13 1st Avenue SW
 Hazen, ND 58545-9998



July 4, 2013
 City of Roaring Springs
 Depot Station
 Postmaster
 403 2nd Street
 Roaring Springs, TX 79256-9998



July 10, 2013
 United States Postal Service
 Cornhuskers Station
 Postmaster
 PO Box 9998
 Keyport, WA 98345-9998



July 5, 2013
 United States Postal Service
 Big Piney Station
 Postmaster
 420 Budd Avenue
 Big Piney, WY
 83113-9904



July 10, 2013
 National Truck-in Board
 Van Nationals Station
 Postmaster
 204 Old National Road
 Old Washington, OH
 43768-9998



July 6, 2013
 Sawyer Motors
 Car Show Celebration
 Station
 Postmaster
 111 Market Street
 Saugerties, NY
 12477-9998

— Stamp Services,
 Marketing and Sales, 6-27-13

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.

Traditional Postmarks

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

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

Digital Color Postmarks

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

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

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

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

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



Digital Color Pictorial

A Flag for All Seasons Stamp

Retail Specialist
25 Dorchester Avenue, Rm. 3011
Boston, MA 02205-9600

July 3, 2013



Digital Color Pictorial

Lydia Mendoza Stamp

U.S. Postal Service
10410 Perrin Beitel Road
San Antonio, TX 78284-9998

July 15, 2013



Lydia Mendoza Stamp
 U.S. Postal Service
 10410 Perrin Beitel Road
 San Antonio, TX 78284-9998

July 15, 2013

Black and White Pictorial



A Flag for All Seasons Stamp
 Postmaster
 1335 Jefferson Road
 Rochester, NY 14692-9998

July 17, 2013

Digital Color Pictorial



Civil War: 1863 Stamp (Gettysburg, PA)
 Postmaster
 115 Buford Avenue
 Gettysburg, PA 17325-9998

July 23, 2013

Digital Color Pictorial



Civil War: 1863 Stamp (Vicksburg, MS)
 Postmaster
 3415 Pemberton Blvd.
 Vicksburg, MS 39180-9998

July 23, 2013

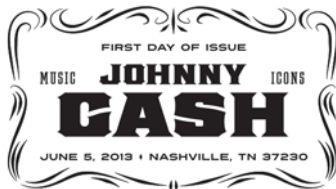
Digital Color Pictorial



Johnny Cash Stamp
 Postmaster
 901 Broadway
 Nashville, TN 37202-9998

August 5, 2013

Digital Color Pictorial



Johnny Cash Stamp
 Postmaster
 901 Broadway
 Nashville, TN 37202-9998

August 5, 2013

Black and White Pictorial



West Virginia Statehood Stamp
 1002 Lee Street, E.
 Charleston, WV 25301-9998

August 20, 2013

Digital Color Pictorial

★ FIRST DAY OF ISSUE ★



West Virginia Statehood Stamp
1002 Lee Street, E.
Charleston, WV 25301-9998

August 20, 2013

Black and White Pictorial



**New England Coastal Lighthouse
(Boston Harbor) Stamp**
Postmaster
25 Dorchester Avenue, Rm. 3011
Boston, MA 02205-9600

September 13, 2013

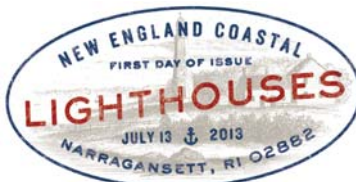
Digital Color Pictorial



**New England Coastal Lighthouse
(New London Harbor) Stamp**
Postmaster
27 Masonic Street
New London, CT 06320-9998

September 13, 2013

Digital Color Pictorial



**New England Coastal Lighthouse
(Point Judith) Stamp**
Postmaster
551 Kingstown Road
Wakefield, RI 02789-9998

September 13, 2013

Digital Color Pictorial



**New England Coastal Lighthouse
(Portland Head) Stamp**
Postmaster
125 Forest Avenue
Portland, ME 04101-9998

September 13, 2013

Digital Color Pictorial



**New England Coastal Lighthouse
(Portsmouth Harbor) Stamp**
Postmaster
73 Main Street
New Castle, NH 03854-9998

September 13, 2013

Digital Color Pictorial

Sustainability

Pollution Prevention Tips

It makes good business sense to be a waste watcher — to reduce waste — to even wage war against waste. You've probably heard the old sayings "Haste makes waste," and "Waste not, want not." But have you ever taken the time to think about what these sayings mean — and if they still apply today? If you rush through a job without taking the time to think about it or do it properly, "Haste makes waste." The same is true when you make purchases. If you take the time to buy just what you need and use up what you buy, you can eliminate waste. Purchase environmentally preferred products, especially those made of recycled content. These are the basic principles of pollution prevention, and your efforts will aid in reducing our impact on the environment.

Did You Know?

- The Postal Service recycled over 253,000 tons of material in 2012.
- Recycling not only helps the environment and reduces waste, it generates revenue for the Postal Service — \$23.8 million in fiscal year 2012.
- Buying recycled products reduces the amount of material going to landfills.
- In a lifetime, the average American will throw away 600 times his or her weight in garbage, which leaves behind a legacy of 90,000 pounds of trash for his or her children. Between 1970 and 2003, one trillion aluminum cans, worth over \$15 billion, were sent to landfills.

What Does Pollution Prevention Mean to the Postal Service?

The time and money spent on waste management, storage, and disposal can be better spent on improving our facility operations, mail delivery performance, customer satisfaction, and employee work environment. A fundamental principle of waste reduction is to avoid creating it! If you can't avoid it, reduce it, reuse it, or recycle it. By following these principles, we all become leaner, greener, and smarter.

What Can You Do?

The easiest way to put pollution prevention into practice at work and at home is to buy only what you need. Jumbo sizes that offer a discounted price for ordering twice the amount you need is not always the best solution.

What Should Employees Know?

Reduce. Common sense can lead to immediate success in pollution prevention as well as cost savings:

- **Say no to leftovers.** Use all products up entirely.

- **Don't use unauthorized products or bring products from home.** The Postal Service is committed to eliminating toxic chemicals from the work place.
- **Prevent spills.** Minimize spills by using drip pans and secondary containment, and never change vehicle oil in the parking lot.
- **Keep dumpsters locked.** An open dumpster can easily become a "community" dumpster and raise USPS waste disposal costs.
- **Buy re-usable coffee cups.** If you switch from paper cups to reusable mugs, you can eliminate 25 pounds of unrecyclable paper waste annually.

Reuse. Waste that can't be reduced should be reused. Reuse of materials which would otherwise become waste is important for pollution prevention:

- **Reuse Mail Transportation Equipment (MTE).** Make sure MTE that cannot be reused, is sent to the local Mail Transportation Equipment Service Center (MTESC).
- **Protect recyclables.** Store recyclable materials such as cardboard in dry areas.
- **Use rechargeable batteries.** Rechargeable batteries can last up to three years with as many as 500 to 800 charge-recharge cycles. It beats "one time use" alkaline batteries.
- **Use reusable shopping bags.** You can get reusable bags for free in many cases. Bringing your bag eliminates all waste disposal issues with paper or plastic bags.
- **Reuse elastic bands.** If every carrier collected and reused our elastic bands, the Postal Service would save a million dollars a year.

Recycle. If you can't reuse it, recycle it. Recycle whatever you can, whenever you can. Do this at home and at work to prevent pollution and create a more sustainable environment.

Where Can You Find Additional Information?

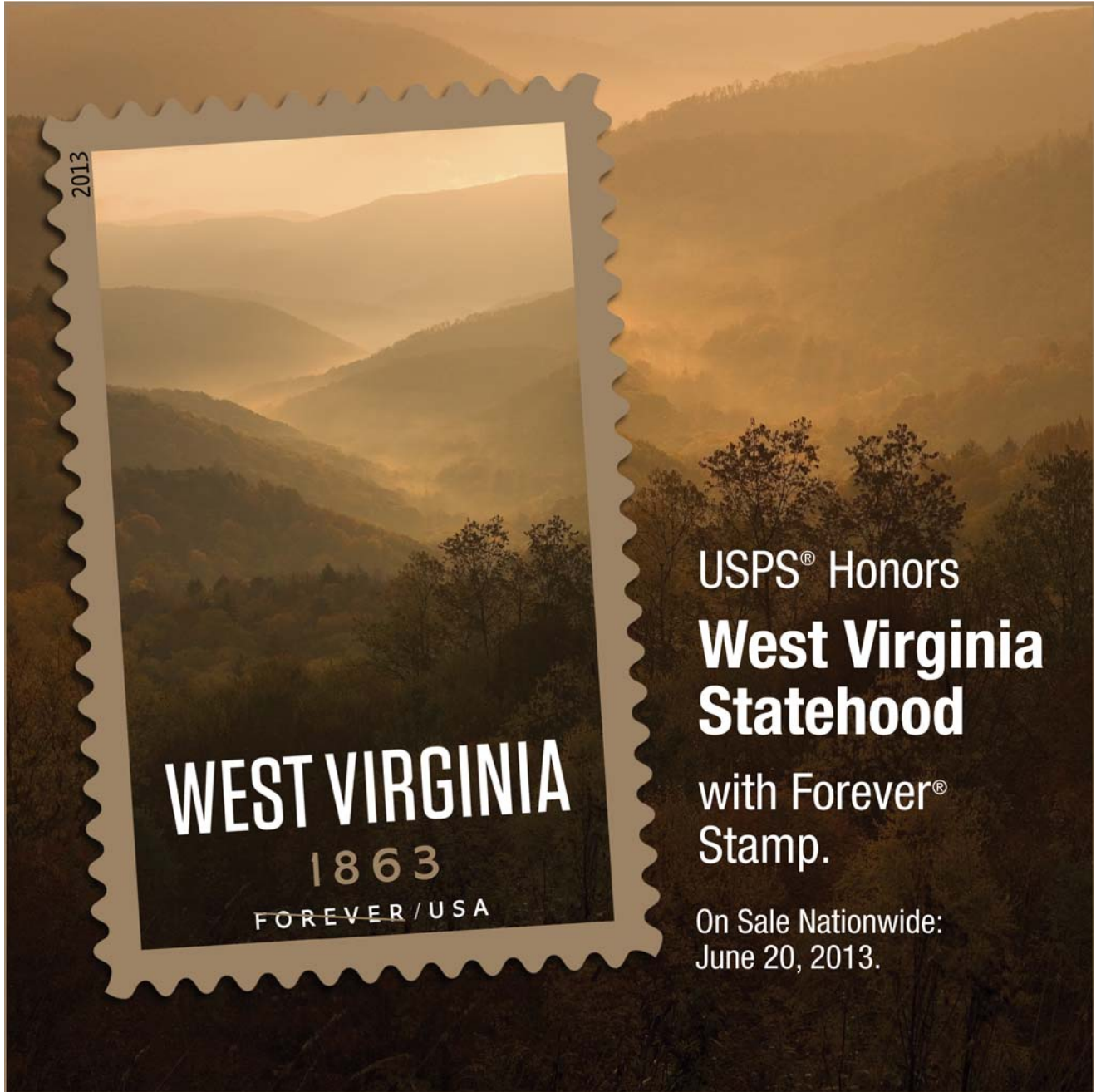
For more tips on pollution prevention, visit:

- The USPS Sustainability website at http://blue.usps.gov/sustainability/office_sustain.htm.
- The EPA's Pollution Prevention website at <http://www.epa.gov/p2/index.htm> and the "Consumer Handbook for Reducing Solid Waste" at <http://www.epa.gov/epawaste/wycc/catbook/index.htm>.



475 L'ENFANT PLAZA SW
WASHINGTON DC 20260-5540

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



USPS® Honors
**West Virginia
Statehood**

with Forever®
Stamp.

On Sale Nationwide:
June 20, 2013.