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Postal Bulletin Indexes

Quarterly Index	PB 21969 (4-9-98)
1997 Annual Index	PB 21962 (1-1-98)

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

PB 21974: 7690-04-000-2606
PB 21973: 7690-04-000-2605
PB 21972: 7690-04-000-2604
PB 21971: 7690-04-000-2603
PB 21970: 7690-04-000-2602
PB 21969: 7690-04-000-2601

Administrative Services

ASM REVISION

Open Houses, Tours, and Postmaster Installations

Administrative Support Manual (ASM) 333.51 is amended to include the installation of new postmasters as an objective for holding an open house. ASM 333.53 is changed to indicate the need for discretion and judgment in expenditures of funds to implement a postmaster installation.

Effective immediately, the ASM is revised as follows:

Administrative Support Manual (ASM)

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3 Communications

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333.5 Open Houses, Tours, and Postmaster Installations

333.51 Objectives

Holding an open house or giving a special tour allows the Postal Service to show interested customers (as well as postal employees and their families) attractive facilities, new mail processing equipment, and efficient postal operations. Postmaster installations, similarly, provide the opportunity to introduce the new postmaster to the community and to employees. They also create opportunities for open houses and tours.

333.52 Implementation

The installation head, postmaster, or manager of a postal facility appoints a committee to plan each open house, special tour, or similar event. Membership includes local representatives from the functional areas of safety, facilities, human resources, customer service and sales; union and management organizations; and the Inspection Service. The installation head, who serves as chairperson, may appoint additional committee members if appropriate. To implement an open house or special tour, the committee and installation head do the following:

- a. The committee prepares a plan.
- b. The installation head notifies appropriate upper-level management of the intent to hold an open house or give a special tour.

- c. The installation head also notifies the Inspection Service in writing about any open house or special tour that is not routine. (Routine tours, such as those for school groups, do not require this notification.)
- d. The installation head ensures that the open house or special tour is conducted in a manner consistent with nonpartisan requirements of the Postal Reorganization Act.
- e. The installation head contacts the manager of the area corporate relations center to seek advice and appropriate assistance in planning publicity activities.
- f. The committee coordinates through appropriate channels any requests for area office or Headquarters participation.

333.53 Expenditures

Holding an open house, giving a special tour, or installing a postmaster can entail expenditures for providing refreshments, producing signs, printing brochures, developing program elements, and paying employees for acting as guides. In some cases, guest speakers or dignitaries, including postal officials, may be included. Discretion and judgment should be used to ensure that the expenditures for these types of activities are reasonable. *Any time spent by a nonexempt employee in planning, hosting, or conducting an open house or special tour must be considered time worked for pay purposes.* Expenditures for such events are entered into existing and appropriate budget categories. These expenditures should be included in the annual budget for a facility. Installation heads who are planning active tour programs for schools and business groups should prepare their budgets accordingly.

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—*Tactical Communications, Corporate Relations, 6-18-98*

ASM REVISION

Organizational Structure — Office of Inspector General

Effective immediately, a new *Administrative Support Manual* (ASM) 111.3 is added to reflect the Office of Inspector General (OIG) in the Postal Service organizational structure. Subsequent sections are renumbered. This revision will be incorporated in an incremental update of the ASM found via the Postal IntraNet site at <http://blue.usps.gov>. The revision also will be included in ASM 12.

Administrative Support Manual (ASM)

1 Postal Organization

11 Authority and Responsibilities

111 General Organization

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111.3 Office of Inspector General

The Office of Inspector General (OIG) was established as an independent law enforcement and oversight agency for the United States Postal Service under the Inspector General Act of 1978 (5 U.S.C. App. 3), as amended in 1988 (Public Law 100–504) and 1996 (Public Law 104–208).

111.31 Responsibilities

The OIG was established to:

- a. Provide an independent and objective unit to conduct and supervise audits and investigations relating to programs and operations of the Postal Service.
- b. Provide leadership and coordination and recommend policies for activities designed to:
 - (1) Promote economy, efficiency, and effectiveness in the administration of postal programs and operations.
 - (2) Prevent and detect fraud and abuse in postal programs and operations.
- c. Provide a means of keeping the governors and Congress fully and currently informed about:
 - (1) Problems and deficiencies relating to the administration of postal programs and operations.
 - (2) The necessity for corrective action.
 - (3) The progress of corrective action.
- d. Provide oversight of all activities of the Postal Inspection Service.

111.32 Inspector General

111.321 Appointment

The inspector general is appointed for a 7-year term by the nine governors.

111.322 Responsibilities

The inspector general is responsible for the operations of the OIG: ensuring independent and objective audits and investigations of postal operations and programs; overseeing the Postal Inspection Service; and apprising the Governors and Congress of significant observations. The inspector general has no direct responsibility for designing, installing, and/or operating postal operations or programs.

111.323 Extent of Powers

In addition to the authority otherwise provided by the Inspector General Act of 1978, as amended, the inspector general is authorized to:

- a. Have unrestricted access to all Postal Service operations, programs, records, and documents, whether in custody of the Postal Service or available by law, contract, or regulation.
- b. Have direct and prompt access to the governors when necessary for any purpose pertaining to the performance of the functions and responsibilities of the OIG.
- c. Administer oaths when necessary in performance of the functions assigned to the OIG.
- d. Require by subpoena the production of all information, documents, reports, answers, records, accounts, papers, and other data and documentary evidence necessary in the performance of the functions of the OIG.
- e. Select, appoint, and employ such officers and employees as may be necessary for carrying out the functions, powers, and duties of the OIG.
- f. Obtain the temporary or intermittent services of experts or consultants in accordance with applicable laws and regulations.

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—Office of Inspector General, 6-18-98

ASM REVISION

Cleaning Services Authorization

Effective immediately, *Administrative Support Manual* (ASM) 535.261 is revised to reflect changes in authorization requirements promulgated in the 1994 Collective Bargaining Agreement between the Postal Service and the American Postal Workers Union. This revision will be incorporated in an incremental update of the ASM found via the Policies and Procedures page of the Postal IntraNet located at <http://blue.usps.gov>. It also will be included in ASM 12.

Administrative Support Manual (ASM)

5 Facilities and Equipment

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535.26 Cleaning Services

535.261 Authorization

Authorization is secured as follows:

- a. When a vacancy as a result of an employee's voluntary attrition is identified in an independent installation or in a station and/or branch of an independent installation, the following sequential steps will be taken to determine whether or not a contract cleaning service may be utilized:

- (1) The measured square footage of the interior area, as determined by using the procedures identified in the Handbook MS-47, *Housekeeping — Postal Facilities*, is to be divided by 18,000. The resulting number is rounded to four decimal places.

- (2) The measured square footage of the exterior paved and unpaved area, as determined by using the procedures identified in the Handbook MS-47, is to be divided by 500,000. The resulting number is rounded to four decimal places.

- (3) The numbers obtained in steps 1 and 2 are then added together. If the resulting number is less than one, a contract cleaning service may be used to perform the required work.

- b. If the determination is made to utilize a contract cleaning service, the local APWU President will be provided a copy of the above computations.

- c. Post offices, or stations, and/or branches which contract cleaning services under previous criteria may continue to do so.

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—*Contract Administration, Labor Relations, 6-18-98*

ASM REVISION

Clearance of Directives and Sources of Access

Effective immediately, *Administrative Support Manual* (ASM) 310 is amended to update clearance procedures for corporate policy and procedure directives, information about paper and online access, and references. This revision will be incorporated in an incremental update of the ASM found via the Postal IntraNet site at <http://blue.usps.gov>. Click on "Corporate Information," then on "Policies and Procedures," then on "Manuals," and then on "Administrative Support Manual." The revision will also be included in ASM 12.

[See Exhibit 312 on page 6.]

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313 Responsibilities

313.1 Headquarters

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313.12 Originating Organizational Units

Originating organizational units ensure that their directives are current, complete, and adequately cleared with affected organizational units following procedures outlined in MI AS-310-96-3, *Management of Policy and Procedure Information — Paper and On-Line*.

313.13 Affected Organizational Units

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Administrative Support Manual (ASM)

3 Communications

31 Directives

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313.132 Other Affected Organizational Units

Vice presidents of other affected functional organizations clear directives touching on issues that could have costly, embarrassing, or otherwise hazardous consequences to the Postal Service (see MI AS-310-96-3).

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314 Coordination

314.1 Headquarters Directives

Headquarters directives are coordinated and approved under 113.12 and MI AS-310-96-3, *Management of Policy and Procedure Information — Paper and On-Line.*

318.2 Public Sale

Most Headquarters directives of possible interest to the public are available for public sale through either the MDCs or the Superintendent of Documents. Members of the public can obtain information about availability and price by calling 1-800-332-0317. Those directives available only through the Superintendent of Documents can be obtained by contacting the following:

SUPERINTENDENT OF DOCUMENTS
PO BOX 371954
PITTSBURGH PA 15250-7954
Telephone: 202-512-1800
Fax: 202-512-2250

* * * * *

—*Corporate Information Services,
Information Systems, 6-18-98*

ASM REVISION

Communication With the Public by Inspection Organizations

Effective immediately, *Administrative Support Manual* (ASM) 339 is modified to accommodate both the U.S. Postal Inspection Service (now ASM 339.2) and the Office of Inspector General (ASM 339.1) under 339 Inspection Organizations. This revision will be incorporated in an incremental update of the ASM found via the Postal IntraNet site at <http://blue.usps.gov>. The revision also will be included in ASM 12.

Administrative Support Manual (ASM)

3 Communications

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33 Communications With the Public

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339 Inspection Organizations

339.1 Office of Inspector General

339.11 Responsibility

The director of Congressional Relations, Office of Inspector General (OIG), monitors and evaluates legislative and regulatory activities, provides comment to Congress, and maintains liaison with Postal Service Government Relations and Inspection Service Congressional and Public Affairs.

339.12 Legislative Relations

The OIG maintains a separate internal public and media relations program. The director of Communications, OIG, is responsible for the OIG's public communications policies,

programs, and functions. Reporting to the assistant inspector general for Strategic Planning and Quality, the director ensures that staff members:

- a. Respond to news media inquiries and provide information about the OIG to the public.
- b. Plan, approve, and manage the OIG public affairs effort.
- c. Advise the inspector general and assistant inspectors general on actions necessary to keep the public well informed on OIG policies and programs.
- d. Coordinate with Postal Service Corporate Relations and Inspection Service Congressional and Public Affairs to avoid unnecessary duplication of effort.

339.13 Spokesperson

The director of Communications is the designated public information officer and spokesperson for all matters involving and/or affecting the OIG.

339.14 Media Inquiries

All inquiries about OIG operations from the news media should be referred to the director of Communications of the OIG when feasible. On occasions when this is not feasible, the OIG must be informed immediately after the media contact as to the nature of the inquiry and the response provided.

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—*Office of Inspector General, 6-18-98*

Exhibit 312

Standard Headquarters Directives

Type of Document	Description	Distribution and Access
Manuals	Contain the basic policy information for the Postal Service.	Distributed as needed. Stocked in material distribution centers (MDCs). Posted on Postal IntraNet.
DMM <i>Domestic Mail Manual</i>	Regulations and information about domestic mail services.	Available to public from Government Printing Office.*
IMM <i>International Mail Manual</i>	Regulations and information about international mail services.	Available to public from Government Printing Office.*
POM <i>Postal Operations Manual</i>	Policies for operation of post offices and for mail processing, transportation, and delivery.	Stocked for public in the MDCs.
ASM <i>Administrative Support Manual</i>	Policies for USPS administrative and support functions.	Stocked for public in the MDCs.
ELM <i>Employee and Labor Relations Manual</i>	Personnel policies and regulations governing USPS employment.	Stocked for public in the MDCs.
FMM <i>Financial Management Manual</i>	Overview of USPS financial policies, including accounting, budgeting, planning, and controlling assets.	Suspended.
Handbooks	Operating procedures, usually including instructions. Generally contain more procedural than policy information.	Distributed as needed. Most stocked in MDCs. Posted on Postal IntraNet.
Publications	Appear in a variety of formats such as books, brochures, reports, etc. Generally, do not focus on policy as extensively as manuals; nor on task descriptions as extensively as handbooks. Often contain material intended primarily for the public, such as mailing guidelines or marketing information.	Distributed as needed. Most stocked in MDCs. Posted on Postal IntraNet.
Management Instructions	Short, permanent instructions for specific employee groups. Contain material too specialized, technical, volatile, or otherwise unsuitable for manuals or handbooks.	Distributed as needed. Most stocked in MDCs. Posted on Postal IntraNet.
Policy Memos	Memos for quickly distributing, to a target audience, policy information that may later appear in a more permanent form. Can be written with the use of an electronically stored template.	Distributed as needed. Not stocked. Posted on Postal IntraNet.
Posters	Often (though not always) contain policy information that for any reason requires public display.	Distributed as needed. Most stocked in MDCs. Some posted on Postal IntraNet.
Labels, Signs, Tags, and Kits	Brief instructions, information, identification, promotional material, safety and energy messages.	Most stocked in material distribution centers.
Postal Bulletin	Published biweekly. Used for temporary and emergency instructions and fast issuance of permanent instructions before printing in permanent directives.	Distributed to all postal installations. Stocked in the MDCs for one year. Posted on Postal IntraNet.

* SUPERINTENDENT OF DOCUMENTS
 PO BOX 371954
 PITTSBURGH PA 15250-7954
 Telephone: (202) 512-1800
 Fax: (202) 512-2250

ASM REVISION

Purchasing and Materials

Effective immediately, ASM 71 is amended to replace sections 711 through 714 with new sections 711 through 712.7. The revision deletes information pertaining to or covered by the *Purchasing Manual* (PM). The revision recognizes the increased capital equipment threshold of \$3,000, highlights and updates prohibited and restricted purchases, adds sections covering questionable purchases and misuse and advance payments, and expands the definition of contracting with immediate family members. The revision will be incorporated in an incremental update of the ASM found via the Policies and Procedures page of the Postal IntraNet located at <http://blue.usps.gov> and will also be included in ASM 12.

Administrative Support Manual (ASM)

7 Purchasing and Materials

71 Purchasing

[Delete parts 711–714 and replace with the following:]

711 General

The *Purchasing Manual* (PM), issued and maintained by the vice president of Purchasing and Materials, establishes the Postal Service policies and procedures for purchasing.

712 Local Buying Authority

712.1 General

Local buying authority is the authority to buy and pay for day-to-day operational needs. Local buying authority should not be used when sound fiscal management principles make another form of purchasing more advantageous to the Postal Service or when the items are available from excess, the material distribution centers (MDCs), or nation- or area-wide contracts.

712.2 Delegations of Authority

712.21 General

Delegations of local buying authority, per transaction, which may be redelegated as necessary, are shown below. All re-delegations must be in writing.

Amount	Position	Commodity
\$10,000	Officers/Vice Presidents	Supplies, Services, and Capital Equipment
\$10,000	Plant Managers Processing & Distribution	Supplies, Services, and Capital Equipment
\$10,000	District Managers Customer Services	Supplies, Services, and Capital Equipment
\$10,000	PCES Postmasters	Supplies and Services
\$10,000	Inspectors in Charge	Supplies and Services
\$ 2,000	Postmasters, CAGs A–J, and Vehicle Managers	Supplies and Services
\$ 1,000	Postmasters, CAGs K and L	Supplies and Services

712.22 Transaction Limit

A single transaction may not exceed an individual's delegated authority. A single transaction may comprise the purchase of a single item or multiple items from a merchant and is the total of the item or items purchased.

712.23 Approval Authority

Information on requirements approval authority is contained in instructions updated and issued periodically by the vice president and controller or Finance. Questions regarding this authority should be directed to that organization.

712.3 Prohibited and Restricted Purchases

712.31 Prohibited Purchases

Local buying authority may not be used to obtain the following:

- a. Building or land rental, lease, or purchase.
- b. Construction services, including facility repairs and alterations (including repair of elevators, HVAC, switch gear, and other plant systems) valued at \$2,000 or more. Contact Administrative support at the district for assistance.

- c. Services covered by the Service Contract Act when the requirement exceeds \$2,500 per one-time expenditure or when an office estimates that a particular service provided by the same supplier will exceed \$2,500 per year. Examples are ash, trash, and rubbish removal; snow and ice removal; lawn and grounds maintenance; vehicle washing, polishing, repair, and maintenance; maintenance of elevators, HVAC, and switch gear; window cleaning; and cloth and laundry service. Certain types of maintenance, such as calibration and repair of automated data and word processing equipment and office business machines, which are exempt from the Service Contract Act, may be purchased from the manufacturer or supplier up to the limits of delegated buying authority. Contact the servicing purchasing and materials service center (P&MSC) for guidance.

Note: The Postal Service purchase credit cards may not be used to purchase vehicle washing, polishing, repair, and maintenance.

- d. Medical services. Contact the area medical director.
- e. Mail transportation services.
- f. Requirements for which formal contracting procedures apply, such as contract postal units, leasing of administrative vehicles, and food services. Contact the servicing P&MSC for details.

712.32 Restricted Purchases

Certain categories of purchases may be made using local buying authority but are subject to restrictions. The following lists these categories (see also 712.42 for a discussion of purchases from Postal Service employees and their immediate family members):

- a. Capital equipment (equipment with a service life over 1 year, costing \$3000 or more) may be purchased only when authorized by officers, vice presidents, plant managers, and district managers, and their direct reports (if delegated capital local buying authority). The Postal Service capital purchase card is the only local buying means of purchasing capital equipment.
- b. Hazardous waste clean-up and disposal services may be obtained using local buying authority only under one of the following circumstances:
 - (1) Use of local buying has been approved by the area or district environmental coordinator in writing.
 - (2) Use of the Postal Service purchase card is an authorized means of placing delivery orders under a contract or agreement issued by a P&MSC or Headquarters.
 - (3) The supplies may contain hazardous substances as approved in Handbook AS-553, *Hazardous Waste Guide*.

- c. Computer hardware and software may be purchased using local buying authority, but buyers must check with Information Systems regarding national or local policy governing the items being purchased.
- d. Membership fees and dues may be bought or paid using local buying authority, subject to the requirements of *Employee and Labor Relations Manual* (ELM) section 75.
- e. Employee cash awards, employee cash-equivalent awards (e.g., gift certificates) and noncash awards (e.g., pen and pencil sets, fitness bags, briefcases, polo shirts) are authorized only in accordance with Human Resources policies; contact the servicing Human Resources office for guidance.
- f. Meals and refreshments may be purchased using local buying authority, subject to the guidelines in Management Instruction FM-640-97-3, *Payment for Meals and Refreshments*.

712.4 Standards of Ethical Conduct and Purchases from Postal Service Employees and Their Immediate Families

712.41 Standards of Ethical Conduct

All employees must adhere to the Standards of Conduct for Employees of the Executive Branch, 5 CFR 2635. Employees delegated local buying authority should consult with local management or their area ethics advisor when questions regarding the standards arise.

712.42 Purchases From Postal Service Employees and Their Immediate Family Members

Local purchases may not be made from Postal Service employees, their immediate family members, or business organizations substantially owned or controlled by Postal Service employees or their immediate family members. *Postal Service employees* means all postal officers and employees, whether in full-time, part-time, career or noncareer positions, including specifically persons in temporary positions such as postmaster replacements and rural carrier reliefs. *Immediate family members* means spouse, minor child or children, and individuals related to an employee by blood who are residents of the employee's household.

712.5 Questionable Purchases and Misuse

All local purchases must be reviewed and approved by the appropriate authority. See Handbook AS-709, *Credit Card Policies and Procedures for Local Buying*, regarding actions to take when a purchase is deemed questionable or misuse is suspected.

712.6 Procedures

712.61 General

Local buys may be made only under these conditions:

- a. By employees delegated local buying authority in writing.
- b. With a properly approved purchase request.
- c. At the most reasonable prices available.

712.62 Competition

Local buys are not subject to the same regulations as contracts. However, when doing so is cost-effective, solicit suppliers, including small, minority, and woman-owned businesses, and compare prices before making a local buy. Contact the servicing buying organization or area diversity development specialists for assistance in identifying small, minority, and woman-owned businesses.

712.63 Payment

712.631 General

The Postal Service purchase card is the primary means of paying for local buys. All installations must use the card whenever possible (see Handbook AS-709). Contact the servicing P&MSC to enroll in the Postal Service purchase card program and to receive instructions and guidance for its use. For noncapital items, when the card cannot be used, payment may be made by any of the following:

- a. No-fee money order.
- b. Cash. (If payment is from the imprest fund, see Handbook F-19, *Accountability of Disbursing Officers*. If a cash-fixed credit is used, see Handbook F-1, *Post Office Accounting Procedures*.)
- c. Imprest fund check (if less than \$2,000).
- d. Commercial check (includes invoices processed at the district and miscellaneous payments sent to San Mateo Information Service Center).

712.632 Advance Payment

Advance payment may not be made under local buying authority, except as described in Management Instruction FM-610-96-1, *Advance Payments*, and Handbook AS-709.

712.64 Documentation

In accordance with applicable policies and procedures, maintain a file to document all local buys (e.g., receipts, delivery tickets, sales and credit drafts, logs, capital property records, dispute documentation). When capital property is bought with the Postal Service capital purchase card, PS Form 8162, *Capital Property Record*, must be completed and forwarded to the St. Louis Accounting Service Center. See Handbooks AS-709 and AS-305, *Records Control*, for document retention requirements.

712.65 Assistance

Contact Administrative Support at the district or the P&MSC for guidance on local buying authority or the Postal Service purchase card program. Direct questions about approval authority or non-credit card payment methods to district Finance.

712.7 Cleaning Services Valued at Less Than \$10,000 per Year

Under certain circumstances, post offices may hire self-employed contract cleaners when the value of the services they will provide will cost less than \$10,000 per year. Contact the servicing P&MSC.

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—Policies, Planning, and Diversity,
Purchasing and Materials, 6-18-98

ASM REVISION

Materials

Effective immediately, *Administrative Support Manual* (ASM) 338.44, 422.282, 472.3, 475.3, 518.124, 534.21, 534.22, 713.22, 721.1, 722.3, 723.1, 731, 732.1–732.7, 733.1, 733.22, 742.1, and 742.2 are revised and 742.7 and 742.8 are added to update materials management policies and procedures. These revisions will be incorporated in an incremental update of the ASM found via the Policies and Procedures page of the Postal IntraNet located at <http://blue.usps.gov>. It will also be included in ASM 12.

Administrative Support Manual (ASM)

3	Communications	*	*	*	*	*
33	Communications With the Public	*	*	*	*	*
338	Legislative, Executive Relations	*	*	*	*	*
338.44	Memorial Plaques					
	When a Postal Service building is designated by an Act of Congress to honor a person, Legislative Affairs notifies the postmaster. The postmaster should obtain the desired plaque by following local procurement procedures. If the purchase price exceeds the local procurement limit, the requirement should be forwarded to the District for procurement. When the plaque is delivered, the postmaster must advise Legislative Affairs and receive instructions for a ceremony. Ultimately, the plaque must be displayed in a prominent place in the lobby of the building, preferably above the post office boxes.					
		*	*	*	*	*
4	Relations With Other Organizations	*	*	*	*	*
42	Services	*	*	*	*	*
422	Interagency Agreements	*	*	*	*	*

422.282 Requisitioning Procedures

Requisition all items from the Topeka Material Distribution Center (MDC) on Form 7380, *MDC Supply Requisition*. All blank forms and related materials are described in the *Passport Agent's Manual*. DO NOT REQUISITION FORMS OR SUPPLIES FROM PASSPORT SERVICES EXCEPT FOR THE *Passport Agent's Manual*.

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47 Flags

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472 U.S. Flag Display

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472.3 Requisitioning New Flags

Requisitions for new flags must be submitted by field officials to the General Services Administration (GSA).

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475 Postal Service Flag Display

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475.3 Requisitioning New Postal Service Flags

Postal Service flags are no longer stocked in the material distribution centers. Requisitions for new flags are submitted by field officials through channels to one of the currently approved vendors. Authorization for issuance of the new flags is based on the policy in 475.1.

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5 Facilities and Equipment

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51 Facilities

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518 Design and Construction

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518.124 Plaques Honoring an Individual

When a Postal Service building is designated by an Act of Congress to honor an individual, the postmaster is notified by Corporate Relations. The postmaster should obtain the desired plaque by following local procurement procedures. If the purchase price exceeds the local procurement limit, the requirement should be forwarded to the district for procurement. When received, the plaque must be displayed in a prominent place in the facility's lobby, preferably above the post office boxes.

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53 Maintenance
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534 Postal Equipment Maintenance
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534.21 Sources

Repair parts and tools, supplies, and test equipment required to perform corrective and preventive maintenance are obtained from one or more of the following sources: Topeka Material Distribution Center, GSA Supply Center, other U.S. Government supply centers, and commercial parts supply houses. Follow procedures in the *Purchasing Manual (PM)* and other procurement documents.

534.22 Repair and Rebuild of Assemblies
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- b. *Material Distribution Center Rebuilding.* If a local office does not have all the required capabilities (in 534.22a), and the item is stocked at the material distribution center, requisition a new unit and send the defective one to the material distribution center for rebuild. A repair facility under management of Maintenance Policies and Programs rebuilds the item. Maintenance Policies and Programs issues policy for certain cases where uniform national procedures are clearly advantageous.

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7 Purchasing and Materials
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72 Material Management

721 Policy

721.1 Purpose and Scope

Material management is the process of directing and controlling personnel or procedures to accomplish the organizational objectives of providing quality supplies, parts, and equipment in a responsive, cost-effective manner through requirements development, acquisition or repair, property control, warehousing, distribution, and transportation. In this context, *material* refers to all material, other than buildings, real estate, mail transport equipment, and mail movement vehicles, owned by the Postal Service — that is, all supplies, repair parts, administrative vehicles, and equipment. Thus, the objective of material management is to provide needed materials to all Postal Service elements at the time of need

and at the most reasonable cost. Postal Service material management policy falls under the purview of Inventory Management and Material Distribution and is in Handbook AS-701, *Material Management*, issued by the vice president of Purchasing and Materials. The functions of Inventory Management and Material Distribution are described in 73 and 74.

* * * * *

722 Policy Authority

* * * * *

722.2 Manager of Materials

The manager of Materials, Purchasing and Materials, develops policies and procedures for controlling and managing Postal Service supplies, equipment, parts, administrative vehicles, and inventories under 39 CFR 226.2 and Handbook AS-701. The manager develops and maintains fiscal responsibility of Materials budget activities.

[Delete existing 722.3 and renumber current 722.4 as 722.3.]

* * * * *

723 Other Responsibilities

723.1 Manager of Field Customer Support

The manager of Field Customer Support, Purchasing and Materials, provides technical guidance and support to 10 area purchasing and materials service centers to promote the consistent application of material management policies and procedures in all field sites. The manager of Field Customer Support also serves as liaison between field offices and Headquarters Materials activities.

* * * * *

73 Inventory Management

731 Purpose and Scope

The Postal Service uses a 2-level material management system to provide life-cycle support to postal equipment and operations:

- a. *Wholesale.* This system includes inventory management, distribution, transportation of inventories, and direct distribution supporting the entire Postal Service customer community.
- b. *Retail.* This system includes inventory management, distribution, and transportation of inventories held to support users' operations, sales, and/or to resupply specific activities in specific geographic areas.

732 Wholesale Inventory Management

732.1 General

The wholesale inventory management process consists of the management of all Postal Service supplies, repair parts, equipment assets, and related services. The wholesale inventory management function is centrally controlled by Materials. Six inventory management functions develop and carry out national inventory management policies and procedures. They are described in the following sections and listed below:

- a. Inventory Control.
- b. Inventory Support.
- c. Automation Programs.
- d. Supplies and Equipment Programs.
- e. Inventory Management Plans and Programs.
- f. Logistics Programs.

732.2 Inventory Control

Inventory Control has the following responsibilities:

- a. Overall responsibility for managing life-cycle support of all items of supply in direct support of area offices.
- b. Meets customer goals and expectations while optimizing inventory investment and support alternatives.
- c. Maintains responsibility for material availability in all phases of the Life-Cycle Planning Process to support nationally fielded systems and equipment.
- d. Sets authorized stockage limitations for supplies, repair parts, and equipment and monitors the development of authorized allowance quantities of postal material, in coordination with the office of primary responsibility (OPR) for various Postal Service inventories.
- e. Plans for and implements strategies for the phase down and disposal of nationally fielded systems.
- f. Identifies and manages assets for Direct Vendor Delivery (DVD).

732.3 Inventory Support

Inventory Support has the following responsibilities:

* * * * *

[Delete current item j. Reletter item k as item j and change to read as follows:]

- j. Publishes national catalogs in multimedia format for ease of use by all customers.

[Reletter item l as item k.]

* * * * *

732.5 Supplies and Equipment Programs

Supplies and Equipment Programs has the following responsibilities:

- a. Coordinates among the requiring organizations and Purchasing and Materials in the development of support strategies to best satisfy customer requirements for each approved program and project. Assists customer organizations in introducing new items into postal use.

* * * * *

- f. Develops and manages studies and projects directed at improving the overall inventory investment, accountability, and control of Postal Service items of supply and equipment. Applies value chain approaches to optimize customer support.
- g. In support of *Customer Perfect!*, implements postal direction to reduce overhead costs through electronic commerce.
- h. Works with Material Management at the purchasing and materials service centers and field levels to develop and execute process which ensures national requirements are satisfied in a timely manner.
- i. Coordinates Purchasing and Materials support to field retail operations.

732.6 Inventory Management Plans and Programs

Inventory Management Plans and Programs has the following responsibilities:

* * * * *

[Delete item g.]

732.7 Logistics Programs

Logistics programs has the following responsibilities:

* * * * *

[Delete items d, h, and j; reletter remaining items as a-h; add the following item as new item i:]

- i. Manages the Materials IntraNet home page and the Materials presence on the Internet.

[Delete 732.8.]

733 Retail Inventory Management

733.1 General

All Postal Service installation heads and activity managers are accountable for the material that they stock, sell, and use to carry out their assigned duties. Therefore, they must maintain accurate and auditable accountable material records that reflect the quantity, location, and other specified descriptive data for each item. The installation head or activity manager may delegate this duty in writing to a material accountability officer. This employee must follow all material management principles and practices to eliminate numerous requisitions to the same source of supply. Installations and activities may not establish material distribution functions that parallel or duplicate the role of the material distribution centers; that is, receiving, storing, and shipping supplies, repair parts, or equipment for other installations, except as described in Handbook AS-701 or as approved by the appropriate supervisor or manager.

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733.22 Supply Rooms

Supply rooms maintain stocks of commonly used supplies, including copies of the appropriate directives and forms listed in postal and federal catalogs. Minimum stock levels for these items must be adequate to support all administrative and operational functions.

* * * * *

74 Material Distribution

* * * * *

742 Material Distribution

742.1 General

Seven functions within Material Distribution develop and carry out national material distribution policies and procedures. They are described in the following sections and listed below:

- a. Material Distribution Systems (MDS).
- b. Warehousing Systems.
- c. Material Distribution Centers (MDCs).
- d. Label Printing Center (LPC).
- e. Non-Mail Handling Vehicles (NMHV).
- f. Materials Customer Service (MCS).
- g. Mail Equipment Shops (MES).

742.2 Material Distribution Systems

* * * * *

[Add the following items f and g:]

- f. Monitors payment processing and auditing of freight transportation invoices.
- g. Facilitates transition from paper-based to electronic freight information exchanges between USPS, suppliers, and carriers.

* * * * *

742.7 Materials Customer Service

Centralized customer service is a national function performed under administration of the Manager of the Topeka Material Distribution Center (MDC). The Topeka MDC operates a call center for customer inquiries and concerns and provides support to Process Management by providing data on National Indicators. It responds to customer support concerns and analyzes and evaluates issues for appropriate action.

742.8 Mail Equipment Shops

Mail Equipment Shops (MESs) manufacture Postal Service sacks, pouches, keys, and locks used servicewide in support of mail processing and customer service activities.

* * * * *

—Materials, Purchasing and Materials, 6-18-98

DM-701 REVISION

Exceptional Dispatch Verification Procedures

Effective immediately, Handbook DM-701, *Procedures for Mailer Applications*, section 2-8.7.6 is revised to change instructions for supplying information on the number of copies of a publication received directly from a publisher, including the number of pieces qualified for presort discount levels, from every 3 months to once a year. Referral to Handbook DM-202, *Second-Class Postage Payment Review*, Section 1-5, for annual verification will be added to the text. These revisions will appear in Handbook DM-701, Revision 2.

Handbook DM-701, *Procedures for Mailer Applications*

	*	*	*	*	*
2	Periodicals Publications				
	*	*	*	*	*
2-8	Mailings at More Than One Post Office				
	*	*	*	*	*
2-8.7	Exceptional Dispatch				
	*	*	*	*	*

2-8.7.6 Verification

At least once each year, the accepting office verifies, and provides to the approving office, the number of copies received directly from the publisher. The accepting office includes information on the issue verified and the number of pieces qualifying for and mailed at the various presort level discount rates. The approving office compares this information with the information provided by the publisher. Discrepancies revealed during verification must be resolved immediately with the publisher.

* * * * *

—*Business Mail Acceptance, Marketing Systems, 6-18-98*

POM REVISION

Exceptional Dispatch Verification Procedures

Effective immediately, the *Postal Operations Manual* (POM) is revised to add a reference to information regarding Periodicals in Handbook DM-202, *Second-Class Postage Payment Review*; Handbook DM-701, *Procedures for Mailer Applications*; and the *Domestic Mail Manual* (DMM). These revisions will appear in POM Issue 8.

Postal Operations Manual (POM)

1	Retail Management				
	*	*	*	*	*
137	Mail Acceptance and Handling				
	*	*	*	*	*
137.4	Domestic Mail Acceptance				
	*	*	*	*	*
137.42	Classes of Mail				
	*	*	*	*	*

137.424 Periodicals

Periodicals include newspapers, magazines, and other periodical publications meeting certain eligibility requirements. Eligibility requirements, application procedures, verification procedures, and preparation requirements are contained in the DMM, sections E200 and M200; Handbook DM-202, Section 1-5; Handbook DM-701, Section 2; and the POM, Section 137.424. Periodicals rates are restricted to authorized publishers and news agents. Members of the general public may mail individual copies of Periodicals publications only at the Express Mail, First-Class Mail, or Standard Mail rates.

* * * * *

—*Business Mail Acceptance, Marketing Systems, 6-18-98*

YEAR 2000 SOLUTIONS

USPS Year 2000 Initiative

The U.S. Postal Service is well underway working on solutions to remedy the effects of the year 2000 on equipment and systems. The Postmaster General and the Postal Service senior management team have committed significant resources to address and resolve this high-priority issue. The USPS Year 2000 Initiative has a single goal of ensuring that critical postal services and systems will continue to function properly when encountering dates close to and including the year 2000.

As a result of the national and worldwide interest in the year 2000 issue, you may have questions or receive inquiries from the Postal Service workforce and from external customers. All inquiries should be directed to the USPS Year 2000 Initiative office as follows:

- Within the Postal Service: Go to the USPS Year 2000 Initiative Website on the Postal IntraNet to find information and submit inquiries (<http://blue.usps.gov/year2000>).

- Outside of the Postal Service: Go to the USPS Year 2000 Website on the Internet to find information and submit inquiries (<http://www.usps.gov/year2000>).
- Fax inquiries to 703-526-2844, Attention: Clearinghouse

Mail inquiries to:

USPS YEAR 2000 INITIATIVE OFFICE
 ATTENTION CLEARINGHOUSE
 4301 WILSON BLVD STE 1003
 ARLINGTON VA 22203-1816

—USPS Year 2000 Initiative PMO, 6-18-98

RIBBONS AND LABELS

Reorder Instructions for CFS and FFT Ribbons and Labels

Postal Service Identification Number	Postal Stock Number	Description	Quantity per Carton	Minimum Order (cartons)
O7518A	7690-03-000-8664	Label, Linerless, FFT	40,000	18
O7516C	7510-03-000-8665	Ribbon, Thermal Transfer, FFT	26	1
O7517A	7530-03-000-9393	Label, CFS, FH, Mech Terminal	36,000	36
O7516A	7510-03-000-9395	Ribbon, CFS, Mech Terminal	45	1
O7518	7530-01-365-4693	Label, Non Mech, NMT	20,000	1

Effective immediately, CFS and FFT labels and ribbons will no longer be provided via automatic distribution. Instead, each site will be responsible for reordering them as needed. This will provide local control over stock levels and increase nationwide stocking efficiency.

Labels and ribbons can be ordered by using the Touch Tone Order Entry (TTOE) process by calling 1-800-332-0317, or by submitting a properly completed PS Form 7380, *Supply Center Requisition*, to:

TOPEKA MATERIAL DISTRIBUTION CENTER
 SUPPLY REQUISITION
 500 SW MONTARA PKY
 TOPEKA KS 66624-9702

For copies and instructions regarding completion of PS Form 7380, please see your Supply Clerk or refer to Publication 247, *Supply and Equipment Catalog*. Instructions are also available through the TTOE process.

Customer service regarding orders or requirements is provided from 6:00 a.m. to 6:00 p.m., Monday through Friday at the Topeka MDC. To facilitate accurate shipping, it is very important to include the correct FEDSTRIP code and finance number with each order. Please allow 10 days from order receipt at the Topeka MDC for delivery.

—Logistics Programs, Purchasing and Materials, 6-18-98

FORMS NOTICE

Forms and Labels Issued in Pads

As of July 1, 1998, order quantities for forms and labels issued in pads will not be questioned. Requesters will receive exactly the quantity of pads indicated on the order form. It is therefore imperative that each order accurately reflects the correct unit of issue for the quantity of forms and labels a requester wishes to receive. For example, if a requester wants 100 sheets of PS Form 1840, *Carrier Delivery Route — Summary of Count and Inspection* (pad/50), he/she would order a quantity of 2 pads.

Following is a list of all forms and labels issued in this denomination. Please note that the number of sheets per pad is included in the item description.

In a situation in which a requester has ordered in excess of his/her needs, please contact the local Materials Management Specialist for assistance in dispersing the excess to local offices in need. Please do not return excess quantities to the material distribution centers or to a vendor without prior authorization from Materials Customer Service. Sites will not receive credit for items returned without prior authorization.

Questions about return authorizations or the number of pads to order should be directed to Materials Customer Service at 1-800-332-0317, option 4. They are available to offer assistance Monday–Friday, 6:00 a.m. to 6:00 p.m. CDT (5:00 a.m. to 5:00 p.m. EST).

Items Issued in Pads

Postal Service Identification Number	Quick Pick Number	Postal Stock Number	Description	Cost Per Pad (\$)
LAB 111		7690-03-000-9241	<i>Scales Within Maintenance Tolerance</i> (100 per pad)	1.3110
LAB 136-B		7690-01-000-9102	<i>U.S. Mail — Destination</i> (50 per pad)	0.2818
LAB 136-E		7690-01-000-9103	<i>U.S. Mail — Destination/Weight</i> (50 per pad)	0.2493
LAB 176		7690-02-000-9083	<i>Express Mail International Service</i> (50 per pad)	0.4184
LAB 19-A	042	7690-02-000-8745	<i>Par Avion Air Mail</i> (50 per pad)	0.1841
LAB 19-B	043	7690-02-000-8746	<i>Air Mail Par Avion</i> (250 per pad)	0.4058
LAB 21	046	7690-03-000-9108	<i>Officially Sealed Mail</i> (250 per pad)	0.3102
LAB 86		7690-01-000-9801	<i>Express Mail — Military Service</i> (50 per pad)	0.6688
LAB 89	060	7690-03-000-9153	<i>Closing Registered Mail Container</i> (100 per pad)	0.3444
LAB 97		7690-03-000-3765	<i>Rifled Parcel</i> (25 per pad)	0.9193
O 13	081	7530-01-364-3032	<i>Routing Slip</i> (100 per pad)	0.3635
O 21A		7530-00-223-7958	<i>Accounting Supplies</i> (50 per pad)	2.0851
O 22E		7530-00-959-4562	<i>Paper, Pad, Writing</i> (50 per pad)	1.4500
O 27G		7530-00-782-3961	<i>Label, Water-Repellent</i> (100 per pad)	0.8399
PS 1096	114	7530-02-000-7346	<i>Cash Receipt</i> (100 per pad)	0.1900
PS 1221	278	7530-02-000-7356	<i>Advanced Sick Leave Authorization</i> (100 per pad)	0.6059
PS 1224		7530-02-000-9496	<i>Court Duty Leave — Statement of Service</i> (100 per pad)	0.5321
PS 1377		7530-01-000-9294	<i>Request for Payment of Postmaster Replacement and/or RSC F Postmaster</i> (100 per pad)	1.7200
PS 1412-A	124	7530-01-000-9295	<i>Daily Financial Report</i> (100 per pad)	1.7200
PS 1412-B	125	7530-01-000-9296	<i>Daily Financial Report</i> (100 per pad)	2.0200
PS 1571	285	7530-01-000-9361	<i>Undelivered Mail Report</i> (100 per pad)	0.2453
PS 1639		7530-01-000-9400	<i>Carrier's Report of Recurring Missorted Mail</i> (100 per pad)	0.5423
PS 17	138	7530-03-000-9112	<i>Stamp Requisition</i> (100 per pad)	1.7200
PS 1723	140	7530-02-000-7366	<i>Assignment Order</i> (50 per pad)	0.3850
PS 1813		7530-01-000-9441	<i>Late Leaving and Returning Report — First Carrier Delivery Trip</i> (100 per pad)	1.7200
PS 1840	292	7530-01-000-9466	<i>Carrier Delivery Route — Summary of Count and Inspection</i> (50 per pad)	2.0000
PS 1908	146	7530-01-000-9475	<i>Financial Adjustment Memorandum</i> (100 per pad)	0.7924
PS 2064		7530-02-000-7383	<i>Violation Notice</i> (25 per pad)	3.2106
PS 2495		7530-01-000-9641	<i>LSM Daily Training Record</i> (100 per pad)	0.0000
PS 2933		7530-01-000-9792	<i>Register of Uncollected Customs Charges</i> (100 per pad)	1.7200
PS 2937		7530-01-000-9793	<i>Importer's Objections</i> (25 per pad)	0.7662

Postal Service Identification Number	Quick Pick Number	Postal Stock Number	Description	Cost Per Pad (\$)
PS 2944	300	7530-01-000-9814	Receipt for Customs Duty Mail (100 per pad)	0.3597
PS 3083	158	7530-01-000-9850	Trust Accounts Receipts and Withdrawals (100 per pad)	0.2534
PS 3189	160	7530-01-000-9878	Request for Temporary Schedule Change for Personnel Convenience (100 per pad)	0.2340
PS 3369	171	7530-01-000-9918	Consigned Credit Receipt (50 per pad)	0.1626
PS 3521		7530-01-000-9930	House Numbers and Mail Receptacles Report (100 per pad)	0.1594
PS 3628		7530-02-000-7448	Centralized Postage Payment System — Log of Per-Copy Weights (100 per pad)	0.0000
PS 3629		7530-02-000-7449	Centralized Postage Payment System — Running Summary (100 per pad)	2.2000
PS 3813	205	7530-02-000-9056	Receipt for Domestic Insured Parcel (100 per pad)	0.2445
PS 3821	209	7530-02-000-9068	Clearance Receipt (50 per pad)	0.0978
PS 3822	313	7530-02-000-9069	COD Tag Transmittal (100 per pad)	0.1769
PS 3896		7530-02-000-9120	Receipt for Registered Article (50 per pad)	1.5000
PS 3971	227	7530-02-000-9136	Request for or Notification of Absence (100 per pad)	0.4395
PS 3996	231	7530-02-000-9151	Carrier-Auxiliary Control (100 per pad)	2.0000
PS 4056	235	7530-02-000-9169	Your Mailbox Needs Attention (100 per pad)	0.4057
PS 4056-A		7530-02-000-9170	Your Mailbox Needs Attention (Spanish – 100 per pad)	0.6850
PS 4455		7530-02-000-9224	Spotter Tractor Log (100 per pad)	1.7200
PS 4786		7530-02-000-9318	Tool Order (100 per pad)	0.7015
PS 4803		7530-02-000-9328	Contract Maintenance Cost (50 per pad)	1.0250
PS 4920		7530-02-000-7488	Post Office Closing or Consolidation Fact Sheet (100 per pad)	1.7200
PS 5006		7530-03-000-8649	Dinero Seguro Payment Order Application (100 per pad)	1.1807
PS 5010		7530-03-000-8648	Dinero Seguro Clerk Evaluation (100 per pad)	0.9850
PS 5257		7530-02-000-9443	Damaged Mail Report (50 per pad)	0.0000
PS 5310		7530-02-000-9452	USPS Postal Police Officer Incident Data Card (50 per pad)	0.0000
PS 698A		7530-02-000-9350	Inspection Service Routing Slip (100 per pad)	0.3816
PS 7020	334	7530-02-000-9539	Authorized Absence From Workroom Floor (100 per pad)	0.3167
PS 7377		7530-02-000-9630	Notice to Offerors (100 per pad)	0.4084
PS 7444		7530-02-000-9760	Local Purchase Order (BOOK/25)	0.7311
PS 8015		7530-02-000-9236	Plant-Load Vehicle Log (50 per pad)	0.8850
PS 8016		7530-02-000-9274	Plant-Load Mailing Log (50 per pad)	1.0250
PS 8040	335	7530-01-000-9906	Bulk Mail Acceptance Worksheet (100 per pad)	1.7200
PS 8126		7530-02-000-7256	Consolidated Originating RRPW Test (25 per pad)	0.3497

POSTAGE METER EXAMINATION POLICY

Annual Postage Meter Examinations Required

Recently, it was learned that some remote-set postage meter customers had been informed that they were not required to present their postage meters for an annual examination. Instead, they were instructed to mail a postcard bearing certain meter-specific information to the meter manufacturer. This information is incorrect. All remote-set postage meter customers are required to present their meters to a postal employee for an examination at least annually.

Additionally, recent changes to the Meter Accounting and Tracking System (MATS) database cause annual examination notification letters to be mailed to customers who were not previously receiving these letters. These changes affect customers with the following postage meter models:

Pitney Bowes

B700 family
B700
B702
B705
B900 family
B900
B901
B905
E700 family
E700
E702
E707
E709

Francotyp-Postalia

T1000 family
T1000
T1000A
T1000B
T1000B2

Examination procedures for the above-mentioned meter model families are as follows.

Pitney Bowes B700 Meter Model Family

1. Plug in meter.
2. Press the \$ Available key. The display shows the postage amount currently available.
3. Place a spare envelope or index card on the deck, as though you were about to print postage. Guide the envelope/card up against the rear wall and slide it to the right until its lead edge is aligned with the trip mark in the deck.
4. The display will prompt: "Reg Report Press Enter."

5. The meter will print a register report that shows:
Ascending Register
Descending Register
Control Sum (Total)
Meter Serial Number
Date and Time

Pitney Bowes B900 Meter Model Family

1. Plug in the meter.
2. To view the status of the postage funds on the meter, press the key labeled "FUNDS." The display will show:
Funds Available (Descending Register)
Funds Used (Ascending Register)
The Control Total

Pitney Bowes E700 Meter Model Family

1. Plug in the meter.
2. When the meter has completed its initialization procedures, press the bottom left-hand button labeled "Funds."
3. Funds Available (Descending Register) and Funds Used (Ascending Register) will be displayed.
4. Add the two register readings to obtain the Control Total.

Francotyp-Postalia T1000 Meter Model Family

1. Plug in the meter and turn the meter key to the ON position.
2. The meter will initialize. Please wait until ready. When ready, press the R key.
3. In the bottom left corner of the display, you will see the letter R with a number next to it.
4. Pressing the R key repeatedly will allow you to scroll through the registers. As the register number appears in the lower left corner, the value of that register appears in the display. The registers that you need to read are as follows:
R1 = Descending Register
R2 = Ascending Register
R3 = Control Total

—*Metering Technology Management, Retail, 6-18-98*

Directives and Forms Update

Effective immediately, Publication 223, *Directives and Forms Catalog* (November 1997), is revised. The tables below contain the document ID, edition date, title, national stock number (NSN), and the postal and public supply source for all new, revised, and obsolete directives and forms. Use this article to keep Publication 223 current. Information on how to order directives and forms can be

found in chapter 1 of Publication 223.

IWEB = Internet = <http://blue.usps.gov>; click on "Corporate Information," then "Policies and Procedures," then "Publications."

WWW = USPS webpage = www.usps.gov.

PE = Postal Explorer.

F3 = F3 Fill Software.

New Directives

Document ID	Edition Date	Title	NSN	Org	USPS Source	Public Source	Comments
HBK AS-554-C	3/98	Vehicle Washing Technologies	7610-04-000-4732	ENG	MDC	N/A	
HBK F-17	4/98	Making Field Disbursements Through the Accounts Payable System	7610-04-000-4825	FIN	HQO, IWEB	N/A	
MI EL-810-98-1	4/7/98	Asbestos-Containing Building Materials Control Program	7610-04-000-4837	HR	MDC	N/A	Replaces MI EL-810-94-3
POS 21-A	4/98	Sexual Harassment	7690-04-000-4839	DIV	MDC	N/A	
POS 83	3/98	How to Mail Permit Imprint Mail	7690-04-000-4742	MSY	MDC	N/A	
PUB 45	4/98	A Violence-Free Workplace	7610-04-000-4848	HR	MDC	N/A	
PUB 304	9/97	Information Desk	7610-04-000-4269	MKT	MDC	N/A	

Revised Directives

Document ID	Edition Date	Title	NSN	Org	USPS Source	Public Source	Comments
HBK DM-103	2/98	Official Mail	7610-03-000-3713	FIN	MDC	N/A	Previous title: "Penalty Mail"
HBK M-41	3/98	City Delivery Carriers' Duties and Responsibilities	7610-03-000-3553	OS	MDC	N/A	
NOT 21	7/98	13-Period Year Calendar	7610-02-000-9894	FIN	MDC	N/A	1999-2000 edition
NOT 28	7/98	13-Period Fiscal Years Calendar	7610-03-000-9186	FIN	MDC	N/A	4-year calendar
NOT 71	2/98	Bombs by Mail	7610-03-000-3583	IS	MDC, IWEB	MDC, WWW	
PUB 347	3/98	Mailing Free Matter for Blind and Visually Handicapped Persons	7610-01-000-9919	CA	MDC, IWEB	P/F, WWW	
PUB 523	5/98	Economic Value Added Variable Pay Program	N/A	HR	HQO	N/A	
TAG 135-B	4/98	US Mail White Without State	7690-01-000-9257	IBU	MDC	N/A	
TAG 160-F	3/98	Parcel Post for Saturday Delivery — Do Not Delay	7690-03-000-9298	OS	MDC	N/A	

Obsolete Directives

Document ID	Edition Date	Title	Obsolete Date	Replaced By
HBK AS-803	3/85	Office Automation	May 12, 1998	N/A
MI AS-353-96-2	4/11/96	Establishment of USPS Data Integrity Board	March 19, 1998	MI AS-350-98-2
TAG 116-BL	6/91	Air Mail Par Avion (C-28)	May 26, 1998	TAG 187

Revised Forms

Form Number	Edition Date	Oldest Usable Date	Title	NSN	Where Used	Unit of Issue	Org	USPS Source	Public Source
PS 1096	4/98	4/98	Receipt	7530-02-000-7346	PS	PD	FIN	MDC	N/A
PS 2131	4/98	4/98	Uncollectible Check Report	7530-01-000-9711	PS	SH	FIN	MDC	N/A
PS 2134	4/98	4/98	EMCA Uncollectible	7530-02-000-9932	PS	SH	FIN	MDC	N/A
PS 2941	3/98	3/98	Delivery Bill	7530-01-000-9794	AE	SH	IBU	MDC	N/A
PS 5305	3/98	3/98	Postal Police Supervisor Daily Report	7530-02-000-9448	PS	SH	IS	MDC	N/A
PS 5309	4/98	4/98	Incident Report	7530-02-000-9451	PS	SH	IS	MDC	N/A
PS 5366	2/97	2/97	Railroad Station Mail Report	7530-02-000-9457	PO	SH	OS	MDC	N/A

Obsolete Forms

Form Number	Edition Date	Title	Obsolete Date	Replaced By
PS 17-T	4/95	Accountable Items Returned to Stamp Distribution Network	June 4, 1998	N/A
PS 93	11/73	Warning — Parking Violation	May 29, 1998	N/A
PS 95	8/78	Employee's Physical Impairment Evaluation for Parking Privileges	June 5, 1998	N/A
PS 122	7/84	Supplemental Employee Identification Card	May 29, 1998	N/A
PS 122-S	6/75	Supervisor's Supplemental Employee Identification Card	May 29, 1998	N/A
PS 128-A	12/86	Headquarters ID Card	May 29, 1998	N/A
PS 145	9/86	Postal Leader Retiree Mailing List Card	June 4, 1998	N/A
PS 276	4/87	Philatelic Retention Survey	June 4, 1998	N/A
PS 408	6/76	Daily Work Record	June 5, 1998	N/A
PS 450-A	12/70	Item File Card	June 8, 1998	N/A
PS 450-B	5/72	Test Item Card	June 8, 1998	N/A
PS 517	3/73	Six Month Status Report — Court Cases	May 29, 1998	N/A
PS 536	12/82	Fraud and Prohibited Mailings	May 29, 1998	N/A
PS 676-A	9/80	Domicile Administrative Review	May 15, 1998	N/A
PS 676-B	9/80	Annual Inspector's Review	May 15, 1998	N/A
PS 682	1/83	Firearms Qualification Report	May 15, 1998	N/A
PS 773-B	9/90	Records Storage	June 5, 1998	N/A
PS 793	11/90	Employee's Individual Leave Record — Leave Year 1989	June 3, 1998	N/A
PS 955	4/80	PFS or Backflow File	June 3, 1998	N/A
PS 955-1	4/80	Constants (PFS)	June 3, 1998	N/A
PS 955-2	4/80	Daily Volume Data File	June 3, 1998	N/A
PS 955-3	4/80	Flow Simulation File (PFS)	June 3, 1998	N/A
PS 955-4	4/80	Relationship Factors Data Collection (PFS)	June 3, 1998	N/A
PS 956	4/80	Workhour and Volume Record	June 3, 1998	N/A
PS 981	1/86	Headquarters Mail	June 5, 1998	N/A
PS 997	6/78	Standard Job Cost	June 3, 1998	N/A
PS 1084	9/76	Record of Appointment	June 8, 1998	N/A
PS 1287	8/71	Mail Equipment Shops — Standard Journal Entries	June 3, 1998	N/A
PS 1288	3/63	Voucher Register	June 3, 1998	N/A
PS 1373	6/72	Notice of Change to Printing and Binding Requisition	June 5, 1998	N/A
PS 1376	6/86	Postmaster Appointment List	June 8, 1998	N/A
PS 1476-J	1/92	Planned FHP Volume	May 15, 1998	N/A
PS 1476-K	1/92	MOD Detail Volume Request	May 15, 1998	N/A

Form Number	Edition Date	Title	Obsolete Date	Replaced By
PS 1513-A	3/95	Notification of Criminal Monetary Imposition	May 29, 1998	N/A
PS 1515	1/87	Forfeiture and Abandoned Property Report	May 29, 1998	N/A
PS 1517	11/90	Proclamation of Forfeiture	May 29, 1998	N/A
PS 1518	11/90	Application to Proceed in Forma Pauperis	May 29, 1998	N/A
PS 1576	6/90	Requisition for Duplicating Services	June 5, 1998	N/A
PS 1578-C	5/92	Bulk Label Requisition Form Using Catalog Label Ordering System	June 3, 1998	N/A
PS 1665	10/86	Changes to USPS Telephone Directory	June 5, 1998	N/A
PS 1849	12/81	Periodical Routing Slip	June 4, 1998	N/A
PS 1853	10/73	Library Routing Slip	June 4, 1998	N/A
PS 1854-H	5/85	Printing Plant Branch Production Report	June 5, 1998	N/A
PS 1855	1/87	Xerox Auditron Meter Reading	June 5, 1998	N/A
PS 1858	9/78	Duplicating Control Register	June 5, 1998	N/A
PS 1869	11/73	Conference Room Request	June 5, 1998	N/A
PS 1872	3/86	Acquisitions Control Record	June 4, 1998	N/A
PS 2020	10/83	Crime Laboratory Statistical Report	June 4, 1998	N/A
PS 2020-A	1/84	Statistical Summary — Crime Laboratory Operations	June 4, 1998	N/A
PS 2021-A	1/84	Examination Report Record	June 4, 1998	N/A
PS 2044	1/88	Results of Polygraph Examination	June 4, 1998	N/A
PS 2062	5/76	Receipt for Keys	June 5, 1998	N/A
PS 2100	3/71	Attorney's General Information	June 9, 1998	N/A
PS 2188	7/86	Subrogation Receipt	May 15, 1998	N/A
PS 2320	10/77	Concentration Bank Account Analysis	June 3, 1998	N/A
PS 2321	4/79	USPS Concentration Bank Statement Reconciliation	June 3, 1998	N/A
PS 2322	7/73	Advice of NDC Call Error	June 3, 1998	N/A
PS 2363	3/81	Tour Turnover of Unprocessed Mail	May 15, 1998	N/A
PS 2406	4/90	Qualifications Rating Sheet for Best Qualified Positions	June 8, 1998	N/A
PS 2407	1/82	Research Questionnaire — Applicant Copy	June 8, 1998	N/A
PS 2417	6/87	Confidential Statement of Employment and Financial Interests (For Use by Postal Service Employees)	May 15, 1998	N/A
PS 2452-C	10/86	Performance Evaluation for EAS Employees — EAS-15 Postmasters and Below	June 8, 1998	N/A
PS 2484	9/77	Automotive Mechanic Performance Test Examiner Instructions	June 8, 1998	N/A
PS 2496	6/78	SME Background Information	June 8, 1998	N/A
PS 2500	6/80	Supplemental Qualifications Statement — Computer Systems Programmer/Analyst/Specialist	June 8, 1998	N/A
PS 2506	4/84	Verification of Test Material Received at NTAC	June 8, 1998	N/A
PS 2509	2/77	General Purpose Transaction	June 8, 1998	N/A
PS 2511	3/75	Rural Carrier Time Record Sheet for Examiners	June 8, 1998	N/A
PS 2515	3/15	Transmittal of Application Forms and P-203 Envelopes	June 8, 1998	N/A
PS 2527	2/76	Processing Memo	June 8, 1998	N/A
PS 2582	4/80	Pre-Complaint Counseling Monthly Consolidated Report — by Office	May 15, 1998	N/A
PS 2603-S	7/89	Tracs 3S — Surface	June 3, 1998	N/A
PS 2645	7/83	In-Office Cost System Transmittal	June 3, 1998	N/A
PS 2646	7/83	In-Office Cost System Transmittal Record	June 3, 1998	N/A
PS 2649	7/82	Sample Reschedule Log	June 3, 1998	N/A
PS 2706	3/81	First Flight Information	June 3, 1998	N/A

Form Number	Edition Date	Title	Obsolete Date	Replaced By
PS 2858-C	4/91	Worksheet for Multidelivery Stop	June 3, 1998	N/A
PS 2858-R	4/91	Rural Carrier Cost System FY 1991	June 3, 1998	NA
PS 2912	5/95	Trial Bulletin — Bulletin d'Essai	May 15, 1998	N/A
PS 3020	1/83	Certificate of Deposit for Postal Funds	June 3, 1998	N/A
PS 3135	4/87	Statement of Adjustment and Deposit of Postal Receipts	June 3, 1998	N/A
PS 3215	5/84	First Day Cover Service Return Request	June 4, 1998	N/A
PS 3222-A	4/89	First Day Covers Tally	June 4, 1998	N/A
PS 3256	10/88	Philatelic Catalog Ordering Postal Card	June 3, 1998	N/A
PS 3269	6/81	Request for Reimbursement for First Day Services	June 4, 1998	N/A
PS 3319	8/93	Commemorative Panels Removal	June 4, 1998	N/A
PS 3320	3/87	Souvenir Page Return Order	June 4, 1998	N/A
PS 3320-B	12/85	Souvenir Page Subscriber Billing	June 4, 1998	N/A
PS 3333	1/82	Foreign Customer Subscription Order Form	June 4, 1998	N/A
PS 3333-S	9/82	Foreign Customer Subscription Order Form (Spanish)	June 4, 1998	N/A
PS 3404	7/89	Request for Data	June 3, 1998	N/A
PS 3601	1/95	Application to Mail Without Affixing Postage Stamps	June 4, 1998	N/A
PS 3650-I	1/96	Statement of Mailing and Invoice — International Service Airlift	June 5, 1998	N/A
PS 3857	4/88	Assignment of Number Blocks for Insured, Certified, COD and Return Receipt for Merchandise	June 4, 1998	N/A
PS 3916	6/79	Shipping Order	June 3, 1998	N/A
PS 3929	1/88	Postal Vehicle Bulk Fueling Locations Questionnaire	June 4, 1998	N/A
PS 3931	9/93	CSMDS Input Sheet (Weekly Actual Data)	May 12, 1998	N/A
PS 3932	3/88	CSMDS Plan Input Sheet	May 15, 1998	N/A
PS 3978-A	8/80	Letters and Flats Distribution	May 15, 1998	N/A
PS 3985	4/78	EEO On-Site Evaluation — Report Check List	June 4, 1998	N/A
PS 4501	4/81	Vehicle Procurement and Standards Data	June 4, 1998	N/A
PS 4514	2/82	Vehicle Shipping Ledger	June 4, 1998	N/A
PS 4527	12/84	Mail Hauling Vehicle Requirements	May 15, 1998	N/A
PS 4551	3/88	Projected Fleet Requirements	June 4, 1998	N/A
PS 4671	8/71	Government Bill of Lading Register	June 4, 1998	N/A
PS 4711	11/79	Request for Pre-Award Survey	June 5, 1998	N/A
PS 4730	4/75	Office of Contracts Visitors' Register	June 5, 1998	N/A
PS 4836	8/86	Repair and Alteration Project Schedule	May 15, 1998	N/A
PS 4837	4/75	Repair and Alteration Construction File	June 4, 1998	N/A
PS 4948	5/71	Exception Time Sheet	June 3, 1998	N/A
PS 4976	5/74	Route Card	June 3, 1998	N/A
PS 5310	6/82	USPS Postal Police Officer Incident Data Card	May 29, 1998	N/A
PS 5665	10/74	Notice of Intent to Establish Operations Under Suspension of Private Express Statutes	June 4, 1998	N/A
PS 5672	2/77	Organization Expenditures for Major Programs	June 4, 1998	N/A
PS 5673	2/77	Expenditure Plan	June 4, 1998	N/A
PS 5901	7/71	Request for Veteran's Preference Status	June 8, 1998	N/A
PS 5904	2/79	Request for Deferred Examination Due to Sabbath or Holy Day Observance	June 8, 1998	N/A
PS 5912-D	4/92	Notice of Rating (Eligible)	June 8, 1998	N/A
PS 5912-E	4/92	Notice of Rating (Ineligible)	June 8, 1998	N/A

Form Number	Edition Date	Title	Obsolete Date	Replaced By
PS 5912-F	9/92	Notice of Rating (Restricted Positions)	June 9, 1998	N/A
PS 5916	2/72	Fireman-Laborer Supplemental Experience Statement	June 8, 1998	N/A
PS 5917	10/71	General Mechanic Supplemental Experience Statement	June 8, 1998	N/A
PS 5918	10/71	Elevator Starter-Elevator Operator Supplemental Experience Statement	June 8, 1998	N/A
PS 5919	11/71	Carpenter Supplemental Experience Statement	June 8, 1998	N/A
PS 5923	4/83	Time Record Sheet	June 8, 1998	N/A
PS 5923-A	3/75	Time Record Sheet for Office Clerk	June 8, 1998	N/A
PS 5924-A	8/76	Postal Inservice or Entrance Examination Record Card	June 8, 1998	N/A
PS 5924-C	7/77	Register Card — Postal Inservice or Entrance Examination	June 8, 1998	N/A
PS 5931	9/80	Examiner's Cost Report	June 8, 1998	N/A
PS 5935	9/77	Rated Applications Rating Chart	June 8, 1998	N/A
PS 7300	3/93	Master Agreement Task Order	May 27, 1998	N/A
PS 7302	10/83	Utility Service Contract	June 8, 1998	N/A
PS 7318	11/86	Request for Quotations	May 15, 1998	N/A
PS 7343	3/85	Claim for Loss — Damage in Transit	June 4, 1998	N/A
PS 7345	11/77	GBL Certification	June 4, 1998	N/A
PS 7347	3/73	Record of Special Rates	June 5, 1998	N/A
PS 7349	3/89	Routing Order	June 4, 1998	N/A
PS 7363	7/71	Contract Record	June 5, 1998	N/A
PS 8021	6/90	Stampin' Game Reply Card	June 3, 1998	N/A
PS 8023	8/89	Requirements Worksheet	May 15, 1998	N/A
PS 8070	3/90	Workload Workhours Productivity Worksheet (5 Day Operation)	June 5, 1998	N/A
PS 8095-A	8/90	Inventario de Vehiculo Bajo Custoclia (Incautado)	June 4, 1998	N/A
PS 8136	6/92	Mail Equipment Inventory Audit — Mailer Facility	June 4, 1998	N/A
PS 8137	6/92	Mail Transport Equipment Audit — Postal Facility	June 4, 1998	N/A

Corrections

LAB 6-M was omitted from the 11/97 edition of PUB 223. POS 76 had an incorrect organization reference.

Document ID	Edition Date	Title	NSN	Org	USPS Source	Public Source	Comments
LAB 6-M	1/97	Equipment Out of Service	7690-03-000-9761	RET	MDC	N/A	
POS 76	5/1/95	Some Things Were Never Meant to Be Mailed	7690-03-000-9321	IS	MDC, IWEB	MDC, WWW	

Directives With Electronic Access

Document ID	Edition Date	Title	NSN	Org	USPS Source	Public Source	Comments
HBK F-1	11/96	Post Office Accounting Procedures	7610-03-000-9232	FIN	MDC, IWEB	N/A	

Customer Relations

Mail Alert

The mailings below will be deposited in the near future. Offices should honor the requested home delivery dates. Mailers wishing to participate in these alerts, for mailings of

1 million pieces or more, should contact Customer Relations Program Management at 202-268-5885 at least 1 month preceding the requested delivery dates.

Title of Mailings	Class and Type of Mail	Requested Delivery Date	Number of Pieces (Millions)	Distribution	Presort Level	Comments
JC Penney Privilege Newsletter	Standard A/ltr	6/15-6/17	2.2	Nationwide	CarRt	Harte-Hanks
Carol Wright	Standard A/ltr	6/15-6/20	25.0	Nationwide	Walk Sequence	Time-sensitive
Billy Graham Letter	Standard A/ltr	6/15-6/26	1.4	Nationwide	3/5-digit, basic, barcode	3 7/8" x 7 1/8" envelope
JC Penney Fall Big Men's	Standard A/flat	6/18-6/20	4.6	Nationwide	CarRt	RR Donnelley
JC Penney Pre Season Mass Mailer	Standard A/flat	6/18-6/20	5.0	Nationwide	CarRt	Harte-Hanks
JC Penney 'A' 98 Clearance	Standard A/flat	6/18-6/20	5.0	Nationwide	CarRt	World Color
Coldwater Creek Northcountry	Standard A/flat	6/22-6/24	1.5	Nationwide	3/5-digit	
Eddie Bauer Ultimate Summer Sale	Standard A/flat	6/22-6/25	4.2	Nationwide	CarRt	
The Territory Ahead Lighting Out 2	Standard A/flat	6/22-6/25	1.2	Nationwide	CarRt, 3/5-digit	Quad Graphics, 72 pages
LL Bean Inc 1998 July Sale Digest	Standard A/flat	6/23-6/25	4.0	Nationwide	CarRt, 5-digit, basic	5 3/8" x 8 3/8", 88 pages
DECISION Magazine	Standard A/flat	6/24-6/30	1.5	Nationwide	CarRt, 3/5-digit, basic	44 pages from Minneapolis, MN
JC Penney Fall & Winter Uniforms	Standard A/flat	6/25-6/27	3.3	Nationwide	CarRt	World Color
Sally Beauty Supply	Standard A/ltr	6/27-6/30	2.6	Nationwide	CarRt, 3/5-digit, basic	Time-sensitive
JC Penney Fall Maternity	Standard A/flat	6/29-7/1	1.5	Nationwide	CarRt	World Color
Eddie Bauer July Women's	Standard A/flat	6/29-7/2	2.4	Nationwide	CarRt	
Leslie's Pool 4th of July	Standard A/flat	6/30-7/2	3.0	Nationwide	CarRt, 3/5-digit	Pool supplies
JC Penney Styling Salon	Standard A/postcard	6/30-7/2	2.2	Nationwide	CarRt	Harte Hanks
JC Penney Back to School	Standard A/flat	7/1-7/3	8.5	Nationwide	CarRt	RR Donnelley
JC Penney Fall Bridal	Standard A/flat	7/1-7/3	1.8	Nationwide	CarRt	World Color

June 1998

Have You Seen Any of These 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 children, tell your postal supervisor.



Alexander Smallwood
 Born: 10-31-96
 Date Missing: 3-15-98
 Missing From: Des Moines, IA



Randy Rubenstein
 Born: 11-9-93
 Date Missing: 8-25-97
 Missing From: Waterford, CT



Brandon Wendell
 Born: 12-22-94
 Date Missing: 1-18-98
 Missing From: Beaverton, OR



Jared Lenz
 Born: 3-18-81
 Date Missing: 2-18-98
 Missing From: Littleton, CO



Mistie Murray
 Born: 10-28-78
 Date Missing: 6-1-95
 Missing From: Goderich, Canada



Kyle Fisher
 Born: 9-10-81
 Date Missing: 2-9-98
 Missing From: Colona, 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

Please display this poster prominently on bulletin boards in retail lobbies of main post offices, classified stations, and branches. Operators of contract postal units may display this poster at their option.

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. For policy and information on Postal Service support in efforts to recover missing children, see *Postal Bulletin* 21536 (10-17-85) and 21926 (8-15-96).

Missing Children posters are available for the U.S. Postal Service only through periodic issues of the *Postal Bulletin*.

Domestic Mail

Overseas Military Mail

Mail addressed to, from, or between military post offices overseas is subject to certain conditions or restrictions of mailing regarding content, preparation, and handling. The table below outlines these conditions by APO/FPO ZIP Codes through the use of footnoted mailing restriction codes, which appear on the page following the table.

Acceptance clerks should use this table with the integrated

retail terminal (IRT) to determine whether an APO/FPO ZIP Code is active and which conditions of mailing apply. For Express Mail Military Service (EMMS) availability, refer to the local hardcopy EMMS directory.

The complete table appears in the last *Postal Bulletin* of each month.

Conditions Applied to Mail Addressed to Military Post Offices Overseas

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09001	Not Active	09038	Not Active	09075	Not Active
09002	Not Active	09039	Not Active	09076	B-B1-C-D-U
09003	Not Active	09040	Not Active	09077	Not Active
09004	Not Active	09041	Not Active	09078	Not Active
09005	Not Active	09042	B-B1-C-D-U	09079	Not Active
09006	Not Active	09043	Not Active	09080	B-B1-C-D-U
09007	B-B1-C-D-U	09044	Not Active	09081	B-B1-C-D-U
09008	Not Active	09045	B-B1-C-D-U	09082	Not Active
09009	B-B1-C-D-U	09046	B-B1-C-D-U	09083	Not Active
09010	Not Active	09047	Not Active	09084	Not Active
09011	Not Active	09048	Not Active	09085	Not Active
09012	B-B1-C-D-U	09049	Not Active	09086	B-B1-C-D-U
09013	Not Active	09050	B-B1-C-D-U	09087	Not Active
09014	B-B1-C-D-U	09051	Not Active	09088	Not Active
09015	Not Active	09052	Not Active	09089	B-B1-C-D-U
09016	Not Active	09053	B-B1-C-D-U	09090	B-B1-C-D-U
09017	Not Active	09054	B-B1-C-D-U	09091	Not Active
09018	Not Active	09055	Not Active	09092	Not Active
09019	Not Active	09056	B-B1-C-D-U	09093	Not Active
09020	Not Active	09057	Not Active	09094	B-B1-C-D
09021	B-B1-C-D-U	09058	B-B1-C-D-U	09095	B-B1-C-D-U
09022	Not Active	09059	B-B1-C-D-U	09096	B-B1-C-D-U
09023	Not Active	09060	B-B1-C-D-U	09097	Not Active
09024	Not Active	09061	Not Active	09098	B-B1-C-D-U
09025	Not Active	09062	Not Active	09099	B-B1-C-D-U
09026	Not Active	09063	B-B1-C-D-L-U	09100	B-B1-C-D-U
09027	Not Active	09064	Not Active	09101	Not Active
09028	B-B1-C-D-U	09065	Not Active	09102	B-B1-C-D-U
09029	Not Active	09066	Not Active	09103	B-B1-D-U
09030	Not Active	09067	B-B1-C-D-U	09104	B-B1-C-D-U
09031	B-B1-C-D-U	09068	Not Active	09105	Not Active
09032	Not Active	09069	B-B1-C-D-U	09106	Not Active
09033	B-B1-C-D-U	09070	Not Active	09107	B-B1-C-D-U
09034	B-B1-C-D-U	09071	Not Active	09108	Not Active
09035	Not Active	09072	Not Active	09109	Not Active
09036	B-B1-C-D-U	09073	Not Active	09110	B-B1-C-D-U
09037	Not Active	09074	B-B1-C-D-U	09111	B-B1-C-D-U

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09112	B-B1-C-D-U	09164	Not Active	09217	Not Active
09113	Not Active	09165	B-B1-C-D-U	09218	Not Active
09114	B-B1-C-D-U	09166	B-B1-C-D-U	09219	Not Active
09115	Not Active	09167	Not Active	09220	Not Active
09116	Not Active	09168	Not Active	09221	Not Active
09117	Not Active	09169	B-B1-C-D-U	09222	Not Active
09118	Not Active	09170	Not Active	09223	Not Active
09119	Not Active	09171	Not Active	09224	Not Active
09120	Not Active	09172	B-B1-C-D-U	09225	B-B1-C-D-U
09121	Not Active	09173	B-B1-C-D-U	09226	B-B1-C-D-U
09122	Not Active	09174	Not Active	09227	B-B1-C-D-U
09123	B-B1-C-D-U	09175	B-B1-C-D-U	09228	Not Active
09124	Not Active	09176	Not Active	09229	B-B1-C-D-U
09125	Not Active	09177	B-B1-C-D-U	09230	Not Active
09126	B-B1-C-D	09178	B-B1-C-D-U	09231	Not Active
09127	Not Active	09179	Not Active	09232	Not Active
09128	B-B1-C-D-U	09180	B-B1-C-D-U	09233	Not Active
09129	Not Active	09181	Not Active	09234	Not Active
09130	Not Active	09182	B-B1-C-D-U	09235	Not Active
09131	B-B1-C-D-U	09183	B-B1-C-D-U	09236	Not Active
09132	Not Active	09184	Not Active	09237	B-B1-C-D-U
09133	Not Active	09185	B-B1-C-D-U	09238	Not Active
09134	Not Active	09186	B-B1-C-D-U	09239	Not Active
09135	Not Active	09187	Not Active	09240	Not Active
09136	B-B1-C-D	09188	Not Active	09241	Not Active
09137	B-B1-C-D-U	09189	Not Active	09242	Not Active
09138	B-B1-C-D-U	09190	Not Active	09243	Not Active
09139	B-B1-C-D	09191	Not Active	09244	B-B1-C-D-U
09140	B-B1-C-D-U	09192	Not Active	09245	B-B1-C-D-U
09141	Not Active	09193	Not Active	09246	Not Active
09142	B-B1-C-D-U	09194	Not Active	09247	Not Active
09143	B-B1-C-D-U	09195	Not Active	09248	Not Active
09144	Not Active	09196	Not Active	09249	Not Active
09145	Not Active	09197	Not Active	09250	B-B1-C-D-U
09146	Not Active	09198	Not Active	09251	Not Active
09147	Not Active	09199	Not Active	09252	B-B1-C-D-U
09148	Not Active	09201	Not Active	09253	Not Active
09149	Not Active	09202	Not Active	09254	Not Active
09150	Not Active	09203	Not Active	09255	Not Active
09151	Not Active	09204	Not Active	09256	Not Active
09152	Not Active	09205	Not Active	09257	Not Active
09153	Not Active	09206	Not Active	09258	Not Active
09154	B-B1-C-D-U	09207	Not Active	09259	Not Active
09155	Not Active	09208	Not Active	09260	Not Active
09156	Not Active	09209	Not Active	09261	Not Active
09157	B-B1-C-D-U	09210	Not Active	09262	B-B1-C-D-U
09158	Not Active	09211	B-B1-C-D-U	09263	B-B1-C-D-U
09159	Not Active	09212	B-B1-C-D-U	09264	B-B1-C-D-U
09160	Not Active	09213	B-B1-C-D-U	09265	B-B1-C-D-N-U
09161	Not Active	09214	B-B1-C-D-U	09266	B-B1-C-D-U
09162	Not Active	09215	Not Active	09267	B-B1-C-D-U
09163	Not Active	09216	Not Active	09268	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09269	Not Active	09321	Not Active	09374	Not Active
09270	Not Active	09322	Not Active	09375	Not Active
09271	Not Active	09323	Not Active	09376	Not Active
09272	Not Active	09324	Not Active	09377	Not Active
09273	Not Active	09325	Not Active	09378	Not Active
09274	Not Active	09326	Not Active	09379	Not Active
09275	Not Active	09327	Not Active	09380	Not Active
09276	Not Active	09328	Not Active	09381	Not Active
09277	Not Active	09329	Not Active	09382	Not Active
09278	Not Active	09330	Not Active	09383	Not Active
09279	Not Active	09331	Not Active	09384	Not Active
09280	Not Active	09332	Not Active	09385	Not Active
09281	Not Active	09334	Not Active	09386	Not Active
09282	Not Active	09335	Not Active	09387	Not Active
09283	Not Active	09336	Not Active	09388	Not Active
09284	Not Active	09337	Not Active	09389	Not Active
09285	Not Active	09338	Not Active	09390	Not Active
09286	Not Active	09339	Not Active	09391-0001	B-B1-X
09287	Not Active	09340	Not Active	09392-0001	B-B1
09288	Not Active	09341	Not Active	09393	Not Active
09289	Not Active	09342	Not Active	09394	Not Active
09290	Not Active	09343	Not Active	09395	Not Active
09291	Not Active	09344	Not Active	09396	A-B-B1-F
09292	Not Active	09345	Not Active	09397	A-B-B1-C1-F-R
09293	Not Active	09346	Not Active	09398	B-B1
09294	Not Active	09347	Not Active	09399	B-B1-C-D-U
09295	Not Active	09348	Not Active	09401	Not Active
09296	Not Active	09349	Not Active	09402	Not Active
09297	Not Active	09350	Not Active	09403	Not Active
09298	Not Active	09351	Not Active	09404	Not Active
09299	Not Active	09352	Not Active	09405	Not Active
09301-0001	A-B-B1-F-F1-R	09353	Not Active	09406	Not Active
09301-8580	A-B-B1-F-F1-R	09354	Not Active	09407	Not Active
09302-0002	B-B1-E2-F-H1-I-R-R1-U2	09355	Not Active	09408	Not Active
09303	B-B1-E2-F-H1-I-R-R1-U2-Z1	09356	Not Active	09409	B-B1-C-C1-U
09304	B-B1-E2-F-H1-I-R-R1-U2-Z1	09357	Not Active	09410	Not Active
09305	B-B1-E2-F-H1-I-R-R1-U2-Z1	09358	Not Active	09411	Not Active
09306	Not Active	09359	Not Active	09412	Not Active
09307	Not Active	09360-0005	B-B1-I-N	09413	Not Active
09308	Not Active	09361	Not Active	09414	Not Active
09309	Not Active	09362	Not Active	09415	Not Active
09310	Not Active	09363	Not Active	09416	Not Active
09311	Not Active	09364	Not Active	09417	Not Active
09312	Not Active	09365	Not Active	09418	Not Active
09313	Not Active	09366	Not Active	09419	Not Active
09314	Not Active	09367	Not Active	09420	Not Active
09315	Not Active	09368	Not Active	09421	B-B1-C-C1-U
09316	Not Active	09369	Not Active	09422	Not Active
09317	Not Active	09370	Not Active	09423	Not Active
09318	Not Active	09371-0001	A-B-B1-F-F1-R	09424	Not Active
09319	Not Active	09372-0004	A-B-B1-F-F1-R	09425	Not Active
09320	Not Active	09373	Not Active	09426	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09427	Not Active	09479	Not Active	09532	B
09428	Not Active	09480	Not Active	09533	Not Active
09429	Not Active	09481	Not Active	09534	B
09430	Not Active	09482	Not Active	09535	Not Active
09431	Not Active	09483	Not Active	09536	B
09432	Not Active	09484	Not Active	09537	Not Active
09433	Not Active	09485	Not Active	09538	Not Active
09434	Not Active	09486	Not Active	09539	Not Active
09435	Not Active	09487	Not Active	09540	Not Active
09436	Not Active	09488	Not Active	09541	Not Active
09437	Not Active	09489	Not Active	09542	B
09438	Not Active	09490	Not Active	09543	B
09439	Not Active	09491	Not Active	09544	Not Active
09440	Not Active	09492	Not Active	09545	B
09441	Not Active	09493	Not Active	09546	Not Active
09442	Not Active	09494	B-B1-C-C1-U	09547	Not Active
09443	Not Active	09495	Not Active	09548	Not Active
09444	Not Active	09496	B-B1-C-C1-U	09549	B
09445	Not Active	09497	Not Active	09550	B
09446	Not Active	09498	B-B1-C-C1-U	09551	Not Active
09447	B-B1-C-C1-U	09499	B-B1-C-C1-U	09552	Not Active
09448	B-B1-C-C1-U	09501	B	09553	Not Active
09449	Not Active	09502	B	09554	B-B1
09450	Not Active	09503	B	09555	Not Active
09451	Not Active	09504	B	09556	B
09452	Not Active	09505	B	09557	B
09453	Not Active	09506	B	09558	B
09454	B-B1-C-C1-U	09507	B	09559	Not Active
09455	Not Active	09508	B	09560	Not Active
09456	B-B1-C-C1-U	09509	B	09561	Not Active
09457	Not Active	09510	B-C-I	09562	Not Active
09458	Not Active	09511	B	09563	B
09459	B-B1-C-C1-U	09512	Not Active	09564	B
09460	Not Active	09513	Not Active	09565	B
09461	B-B1-C-C1-U	09514	Not Active	09566	B
09462	Not Active	09515	Not Active	09567	B
09463	B-B1-C-C1-U	09516	Not Active	09568	B
09464	B-B1-C-C1-U	09517	B	09569	B
09465	Not Active	09518	Not Active	09570	B
09466	Not Active	09519	Not Active	09571	Not Active
09467	Not Active	09520	Not Active	09572	Not Active
09468	B-B1-C-C1-U	09521	B	09573	B
09469	B-B1-C-C1-U	09522	Not Active	09574	B
09470	B-B1-C-C1-U	09523	Not Active	09575	B
09471	Not Active	09524	B	09576	B
09472	Not Active	09525	Not Active	09577	B
09473	Not Active	09526	Not Active	09578	B
09474	Not Active	09527	Not Active	09579	B
09475	Not Active	09528	Not Active	09580	Not Active
09476	Not Active	09529	Not Active	09581	B
09477	Not Active	09530	Not Active	09582	B
09478	Not Active	09531	Not Active	09583	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09584	Not Active	09637	Not Active	09689	Not Active
09585	Not Active	09638	Not Active	09690	Not Active
09586	B	09639	Not Active	09691	Not Active
09587	B	09640	Not Active	09692	Not Active
09588	B	09641	Not Active	09693	Not Active
09589	Not Active	09642	B-B1-N-U	09694	Not Active
09590	B	09643	B-B1-U	09695	Not Active
09591	B	09644	B-B1-U	09696	Not Active
09592	Not Active	09645	B-B1-U	09697	Not Active
09593	B	09646	Not Active	09698	Not Active
09594	B	09647	B-B1-N-U	09699	Not Active
09595	B	09648	Not Active	09701	Not Active
09596	B	09649	Not Active	09702	Not Active
09597	Not Active	09650	Not Active	09703	B-B1-C-F1
09598	Not Active	09651	Not Active	09704	B-B1-C-D
09599	B	09652	Not Active	09705	B-B1-U
09601	B-B1-C-F-F1-U	09653	Not Active	09706	B-B1-C-D-U
09602	Not Active	09654	Not Active	09707	B-B1-C-D-N-U
09603	B-B1-C-F-F1-U	09655	Not Active	09708	B-B1
09604	B-B1-C-F-F1-U	09656	Not Active	09709	B-B1-F1
09605	Not Active	09657	Not Active	09710	B-B1-C-C1-F1-M-R-R1-U
09606	Not Active	09658	Not Active	09711	Not Active
09607	Not Active	09659	Not Active	09712	Not Active
09608	Not Active	09660	Not Active	09713	B-B1-C-F1
09609	B-B1-C-F-U	09661	Not Active	09714	B-B1-C-C1-F1-M-R-R1-U
09610	B-B1-C-F-U	09662	Not Active	09715	B-B1-F1
09611	Not Active	09663	Not Active	09716	B-B1-C-D-N-U
09612	B-B1-C-F-U	09664	Not Active	09717	B-B1-M-W
09613	B-B1-C-F-U	09665	Not Active	09718	B-B1-F-I-N-U
09614	Not Active	09666	Not Active	09719	Not Active
09615	Not Active	09667	Not Active	09720	B-B1-U
09616	Not Active	09668	Not Active	09721	B-B1-N-U
09617	B-B1-C-F-U	09669	Not Active	09722	B-B1-C-D-N-U
09618	B-B1-C-F-U	09670	Not Active	09723	B-B1-N-U
09619	B-B1-C-F-U	09671	Not Active	09724	B-B1-C-C1-F1-M-R-R1-U
09620	B-B1-C-F-U	09672	Not Active	09725	B-C
09621	B-B1-C-F-U	09673	Not Active	09726	B-B1-N-U
09622	B-B1-C-F-U	09674	Not Active	09727	Not Active
09623	B-B1-C-F-U	09675	Not Active	09728	B-C
09624	B-B1-C-F-U	09676	Not Active	09729	B-C
09625	B-B1-C-F-U	09677	Not Active	09730	Not Active
09626	B-B1-C-F-U	09678	Not Active	09731	Not Active
09627	B-B1-C-F-U	09679	Not Active	09732	B-B1
09628	B-B1-C-F-F1-U	09680	Not Active	09733	B-B1-I
09629	Not Active	09681	Not Active	09734	Not Active
09630	B-B1-C-F-U	09682	Not Active	09735	B-B1
09631	B-B1-C-F-U	09683	Not Active	09736	Not Active
09632	Not Active	09684	Not Active	09737	Not Active
09633	Not Active	09685	Not Active	09738	Not Active
09634	Not Active	09686	Not Active	09739	Not Active
09635	Not Active	09687	Not Active	09740	Not Active
09636	B-B1-C-F-U	09688	Not Active	09741	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09742	Not Active	09794	A-B-B1-C1-F-R	09838	B-B1-Z1
09743	Not Active	09795	A-B-B1-C1-F-I-N-R	09839	A-B-B1-U-Z1
09744	Not Active	09796	A-B-B1-C1-F-I-N-R	09840	Not Active
09745	Not Active	09797	Not Active	09841	A-B-B1-U-Z1
09746	Not Active	09798	Not Active	09842	A-B-B1-Z1
09747	Not Active	09799	Not Active	09843	A-B-B1-Z1
09748	Not Active	09801	Not Active	09844	Not Active
09749	Not Active	09802	B-B1-E2-E3-F-H1-I-R-R1-U1-Z1	09845	Not Active
09750	Not Active			09846	Not Active
09751	Not Active	09803	B-B1-E2-E3-F-H1-I-R-R1-U1-Z1	09847	Not Active
09752	Not Active			09848	Not Active
09753	Not Active	09804	B-B1-E2-E3-F-H1-I-R-R1-U1-Z1	09849	Not Active
09754	Not Active			09850	Not Active
09755	Not Active	09805	B-B1-E2-E3-F-H1-I-R-R1-U1-Z1	09851	Not Active
09756	Not Active			09852	B-B1-E2-E3-F-H1-I-R-R1-U1-Z1
09757	Not Active	09806	Not Active		
09758	Not Active	09807	Not Active	09853	B-B1-E2-F-H1-I-R-R1-U2-Z1
09759	Not Active	09808	B-B1-E2-E3-F-H1-I-R-R1-U1-Z1	09854	B-B1-E2-F-H1-I-R-R1-U2-Z1
09760	Not Active			09855	B-B1-F-H1-I-R-U1-Z1
09761	Not Active	09809	B-B1-E2-E3-F-H1-I-R-R1-U1-Z1	09856	Not Active
09762	Not Active			09857	Not Active
09763	Not Active	09810	B-B1-E2-E3-F-H1-I-R-R1-U1-Z1	09858	B-B1-E2-E3-F-H1-I-R-R1-U1-Z1
09764	Not Active				
09765	Not Active	09811	B-B1-E2-E3-F-H1-I-R-R1-U1-Z1	09859	Not Active
09766	Not Active			09860	Not Active
09767	Not Active	09812	B-B1-E2-E3-F-F1-I-N-R-U-Z1	09861	Not Active
09768	Not Active			09862	Not Active
09769	Not Active	09813	Not Active	09863	Not Active
09770	Not Active	09814	B-B1-E2-E3-F-F1-I-N-R-U-Z1	09864	Not Active
09771	Not Active			09865	A-B-B1-Z1
09772	Not Active	09815	Not Active	09866	Not Active
09773	Not Active	09816	Not Active	09867	A-B-B1-F-I-R-R1-Z1
09774	Not Active	09817	Not Active	09868	A-B-B1-U-Z1
09775	Not Active	09818	Not Active	09869	Not Active
09776	Not Active	09819	A-B-F-P-Z1	09870	Not Active
09777	A-B-B1-C-E1-N	09820	Not Active	09871	B-B1-E2-E3-F-H1-I-R-U1-Z1
09778	Not Active	09821	A-B-F-Z1	09872	B-B1-E2-E3-F-H1-I-R-R1-U2-Z1
09779	A-B-B1-C1-F-R	09822	A-B-F-Z1		
09780	A-B-B1-C1-F-R	09823	A-B-F-Z1	09873	Not Active
09781	A-B-B1-C1-F-R	09824	A-B-F-Z1	09874	Not Active
09782	A-B-B1-C1-F-R	09825	Not Active	09875	Not Active
09783	A-B-B1-C1-F-I-N-R	09826	B-B1-E2-F-H1-I-R-R1-U1-Z1	09876	B-B1-E2-F-H1-I-R-R1-U2-Z1
09784	Not Active	09827	A-B-F-Z1	09877	Not Active
09785	A-B-B1-C1-F-I-N-R	09828	B-I-N-Z1	09878	Not Active
09786	A-B-B1-C1-F-I-N-R	09829	B-I-N-Z1	09879	B-B1-E2-F-H1-I-R-R1-U2-Z1
09787	A-B-B1-C1-F-I-N-R	09830	B-B1-C-Z1	09880	B-B1-E2-F-H1-I-R-R1-U2-Z1
09788	A-B-B1-C1-F-R	09831	B-B1-F-N-U-Z1	09881	Not Active
09789	A-B-B1-C1-F-R	09832	B-B1-U1-Z1	09882	B-B1-E2-E3-F-H1-I-R-R1-U2-Z1
09790	A-B-B1-C1-F-I-N-R	09833	B-B1-U1-Z1		
09791	A-B-B1-C1-E1-F-I-M-R	09834	B-B1-Z1	09883	Not Active
09792	B-B1-C-F-U	09835	A-B-B1-Z1	09884	Not Active
09793	A-B-B1-C1-F-R	09836	A-B-B1-C-F-M-Z1	09885	Not Active
		09837	B-B1-Z1		

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
09886	Not Active	09937	Not Active	09988	Not Active
09887	Not Active	09938	Not Active	09989	Not Active
09888	B-B1-E2-F-H1-I-R-R1-U2-Z1	09939	Not Active	09990	Not Active
09889	B-B1-E2-F-H1-I-R-R1-U2-Z1	09940	Not Active	09991	Not Active
09890	B-B1-E2-F-H1-I-R-R1-U3-Z1	09941	Not Active	09992	Not Active
09891	Not Active	09942	Not Active	09993	Not Active
09892	A-B-B1-F-I-R-R1-Z1	09943	Not Active	09994	Not Active
09893	B-B1-E2-F-H1-I-R-R1-U2-Z1	09944	Not Active	09995	Not Active
09894	B-B1-E2-E3-F-H1-I-R-R1-U1-Z1	09945	Not Active	09996	Not Active
09895	Not Active	09946	Not Active	09997	Not Active
09896	B-B1-E2-E3-F-H1-I-R-R1-U2-Z1	09947	Not Active	09998	Not Active
09897	B-B1-Z1	09948	Not Active	09999	Not Active
09898	B-B1-E2-F-H1-I-R-R1-U2-Z1	09949	Not Active	34001	B-B1-U
09899	B-F-N-Z1	09950	Not Active	34002	B-B1-U
09901	Not Active	09951	Not Active	34003	Not Active
09902	Not Active	09952	Not Active	34004	B-B1-U
09903	Not Active	09953	Not Active	34005	B-B1-U
09904	Not Active	09954	Not Active	34006	B-B1
09905	Not Active	09955	Not Active	34007	Not Active
09906	Not Active	09956	Not Active	34008	Not Active
09907	Not Active	09957	Not Active	34009	B-B1
09908	Not Active	09958	Not Active	34010	Not Active
09909	Not Active	09959	Not Active	34011	B-B1
09910	Not Active	09960	Not Active	34012	B-B1-U
09911	Not Active	09961	Not Active	34013	Not Active
09912	Not Active	09962	Not Active	34014	Not Active
09913	Not Active	09963	Not Active	34015	Not Active
09914	Not Active	09964	Not Active	34016	Not Active
09915	Not Active	09965	Not Active	34017	Not Active
09916	Not Active	09966	Not Active	34018	Not Active
09917	Not Active	09967	Not Active	34019	Not Active
09918	Not Active	09968	Not Active	34020	B-B1-M-N
09919	Not Active	09969	Not Active	34021	B-M-N
09920	Not Active	09970	Not Active	34022	B-B1-D-F-M
09921	Not Active	09971	Not Active	34023	B-B1-M-N
09922	Not Active	09972	Not Active	34024	B-B1-M-N
09923	Not Active	09973	Not Active	34025	B-B1-F-N-U
09924	Not Active	09974	Not Active	34026	Not Active
09925	Not Active	09975	Not Active	34027	Not Active
09926	Not Active	09976	Not Active	34028	Not Active
09927	Not Active	09977	Not Active	34029	Not Active
09928	Not Active	09978	Not Active	34030	B-B1-I-M
09929	Not Active	09979	Not Active	34031	B-B1-M-N
09930	Not Active	09980	Not Active	34032	B-M-N
09931	Not Active	09981	Not Active	34033	B-C-F-M-N
09932	Not Active	09982	Not Active	34034	B-B1-M-N
09933	Not Active	09983	Not Active	34035	B-B1-H-M-N
09934	Not Active	09984	Not Active	34036	B-M-N
09935	Not Active	09985	Not Active	34037	B-B1-C-F-H-I-M-N
09936	Not Active	09986	Not Active	34038	B-B1-M-N
		09987	Not Active	34039	B

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
34040	B	34092	B	96245	Not Active
34041	B-B1-M-N-U	34093	B	96246	Not Active
34042	B-B1-D-F-M	34094	Not Active	96247	Not Active
34043	Not Active	34095	B	96248	Not Active
34044	Not Active	34096	Not Active	96249	Not Active
34045	B-B1-I-N	34097	Not Active	96250	Not Active
34046	Not Active	34098	B	96251	A-B-B1-U
34047	Not Active	34099	B	96252	Not Active
34048	Not Active	96201	A-B	96253	Not Active
34049	Not Active	96202	Not Active	96254	Not Active
34050	B	96203	A-B	96255	Not Active
34051	B	96204	A-B-B1	96256	Not Active
34052	Not Active	96205	A-B-B1-U	96257	A-B-B1-U
34053	B	96206	A-B-B1-U	96258	A-B-B1-U
34054	Not Active	96207	A-B-B1	96259	A-B-B1-U
34055	B-N	96208	A-B-B1-U	96260	A-B-B1-U
34056	Not Active	96209	Not Active	96261	Not Active
34057	Not Active	96210	Not Active	96262	A-B-B1-U
34058	B-B1	96211	Not Active	96263	Not Active
34059	Not Active	96212	A-B-B1-U	96264	A-B-B1-U
34060	Not Active	96213	Not Active	96265	Not Active
34061	B-B1-U	96214	A-B-B1-U	96266	A-B-B1-U
34062	Not Active	96215	A-B-B1-U	96267	A-B-B1-U
34063	Not Active	96216	Not Active	96268	Not Active
34064	Not Active	96217	A-B-B1-U	96269	A-B-B1-U
34065	Not Active	96218	A-B-B1-U	96270	Not Active
34066	Not Active	96219	A-B-B1-U	96271	A-B-B1-U
34067	Not Active	96220	A-B-B1-U	96272	Not Active
34068	Not Active	96221	A-B-B1-U	96273	Not Active
34069	Not Active	96222	Not Active	96274	Not Active
34070	Not Active	96223	Not Active	96275	A-B-B1
34071	Not Active	96224	A-B-B1-U	96276	A-B-B1
34072	Not Active	96225	Not Active	96277	Not Active
34073	Not Active	96226	Not Active	96278	A-B-B1-U
34074	Not Active	96227	Not Active	96279	Not Active
34075	Not Active	96228	Not Active	96280	Not Active
34076	Not Active	96229	Not Active	96281	Not Active
34077	B-Y	96230	Not Active	96282	Not Active
34078	Not Active	96231	Not Active	96283	A-B-B1-U
34079	Not Active	96232	Not Active	96284	A-B-B1-U
34080	Not Active	96233	Not Active	96285	Not Active
34081	Not Active	96234	Not Active	96286	Not Active
34082	Not Active	96235	Not Active	96287	Not Active
34083	Not Active	96236	Not Active	96288	Not Active
34084	Not Active	96237	Not Active	96289	Not Active
34085	Not Active	96238	Not Active	96290	Not Active
34086	Not Active	96239	Not Active	96291	Not Active
34087	Not Active	96240	Not Active	96292	Not Active
34088	Not Active	96241	Not Active	96293	Not Active
34089	Not Active	96242	Not Active	96294	Not Active
34090	B	96243	Not Active	96295	Not Active
34091	B	96244	Not Active	96296	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96297	A-B-B1-U	96350	B-B1-F-F1-F2-M-W	96403	Not Active
96298	Not Active	96351	B-B1-F-F1-F2-M-W	96404	Not Active
96299	Not Active	96352	Not Active	96405	Not Active
96301	Not Active	96353	Not Active	96406	Not Active
96302	Not Active	96354	Not Active	96407	Not Active
96303	Not Active	96355	Not Active	96408	Not Active
96304	Not Active	96356	Not Active	96409	Not Active
96305	Not Active	96357	Not Active	96410	Not Active
96306	B-B1-M-W	96358	Not Active	96411	Not Active
96307	Not Active	96359	Not Active	96412	Not Active
96308	Not Active	96360	Not Active	96413	Not Active
96309	B-B1-M-W	96361	Not Active	96414	Not Active
96310	B-B1-M-W	96362	B-B1-M-W	96415	Not Active
96311	Not Active	96363	Not Active	96416	Not Active
96312	Not Active	96364	B-B1-L-M-W	96417	Not Active
96313	B-B1-F-F1-F2-M-W	96365	B-B1-M-W	96418	Not Active
96314	Not Active	96366	Not Active	96419	Not Active
96315	Not Active	96367	B-B1-L-M-W	96420	Not Active
96316	Not Active	96368	B-B1-M-W	96421	Not Active
96317	Not Active	96369	Not Active	96422	Not Active
96318	Not Active	96370	B-B1-M-W	96423	Not Active
96319	B-B1-M-W	96371	Not Active	96424	Not Active
96320	Not Active	96372	B-B1-M-W	96425	Not Active
96321	B-B1-F-F1-F2-M-W	96373	B-B1-M-W	96426	Not Active
96322	B-B1-F-F1-F2-M-W	96374	B-B1-M-W	96427	Not Active
96323	B-B1-M-W	96375	B-B1-M-W	96428	Not Active
96324	Not Active	96376	B-B1-M-W	96429	Not Active
96325	Not Active	96377	B-B1-M-W	96430	Not Active
96326	B-B1-M-W	96378	B-B1-M-W	96431	Not Active
96327	Not Active	96379	B-B1-M-W	96432	Not Active
96328	B-B1-M-W	96380	Not Active	96433	Not Active
96329	Not Active	96381	Not Active	96434	Not Active
96330	B-B1-M-W	96382	Not Active	96435	Not Active
96331	Not Active	96383	Not Active	96436	Not Active
96332	Not Active	96384	B-B1-M-W	96437	Not Active
96333	Not Active	96385	Not Active	96438	Not Active
96334	Not Active	96386	B-B1-M-W	96439	Not Active
96335	Not Active	96387	B-B1-M-W	96440	Not Active
96336	B-B1-M-W	96388	B-B1-M-W	96441	Not Active
96337	B-B1-M-W	96389	Not Active	96442	Not Active
96338	B-B1-M-W	96390	Not Active	96443	Not Active
96339	B-B1-M-W	96391	Not Active	96444	Not Active
96340	Not Active	96392	Not Active	96445	Not Active
96341	Not Active	96393	Not Active	96446	Not Active
96342	Not Active	96394	Not Active	96447	Not Active
96343	B-B1-M-W	96395	Not Active	96448	Not Active
96344	Not Active	96396	Not Active	96449	Not Active
96345	Not Active	96397	Not Active	96450	Not Active
96346	Not Active	96398	Not Active	96451	Not Active
96347	B-B1-F-F1-F2-M-W	96399	Not Active	96452	Not Active
96348	B-B1-F-F1-F2-M-W	96401	Not Active	96453	Not Active
96349	B-B1-F-F1-F2-M-W	96402	Not Active	96454	Not Active

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96455	Not Active	96508	B	96560	Not Active
96456	Not Active	96509	Not Active	96561	Not Active
96457	Not Active	96510	Not Active	96562	Not Active
96458	Not Active	96511	B-B1-I-N	96563	Not Active
96459	Not Active	96512	Not Active	96564	Not Active
96460	Not Active	96513	Not Active	96565	Not Active
96461	Not Active	96514	Not Active	96566	Not Active
96462	Not Active	96515	B-B1-F	96567	Not Active
96463	Not Active	96516	Not Active	96568	Not Active
96464	Not Active	96517	B-B1-F-U3	96569	Not Active
96465	Not Active	96518	B-B1	96570	Not Active
96466	Not Active	96519	Not Active	96571	Not Active
96467	Not Active	96520	B-F-U3	96572	Not Active
96468	Not Active	96521	B-F	96573	Not Active
96469	Not Active	96522	B-F-U	96574	Not Active
96470	Not Active	96523	Not Active	96575	Not Active
96471	Not Active	96524	Not Active	96576	Not Active
96472	Not Active	96525	Not Active	96577	Not Active
96473	Not Active	96526	Not Active	96578	Not Active
96474	Not Active	96527	Not Active	96579	Not Active
96475	Not Active	96528	Not Active	96580	A-B-B1-H-I-M-N-U
96476	Not Active	96529	Not Active	96581	Not Active
96477	Not Active	96530	A-B-B1-H-M-N-U	96582	Not Active
96478	Not Active	96531	B-B1-H-M	96583	Not Active
96479	Not Active	96532	Not Active	96584	Not Active
96480	Not Active	96533	Not Active	96585	Not Active
96481	Not Active	96534	A-B-F	96586	Not Active
96482	Not Active	96535	A-B-B1-F	96587	Not Active
96483	Not Active	96536	B-B1	96588	Not Active
96484	Not Active	96537	B-B1	96589	Not Active
96485	Not Active	96538	B-B1	96590	Not Active
96486	Not Active	96539	Not Active	96591	Not Active
96487	Not Active	96540	B-B1	96592	Not Active
96488	Not Active	96541	B-B1	96593	Not Active
96489	Not Active	96542	B-B1	96594	A-B-B1-H-I-M-N-U
96490	B-B1	96543	B-B1-P	96595	B-B1
96491	Not Active	96544	Not Active	96596	A-B-B1-H-I-M-N-U
96492	Not Active	96545	A-B-B1-H-I-M-N-U	96597	A-B-B1-H-I-M-N-U
96493	Not Active	96546	B-F-U3	96598	B
96494	Not Active	96547	B-B1-F-U3	96599	B
96495	Not Active	96548	A-B-B1-H-M-U	96601	B
96496	Not Active	96549	A-B-B1-H-M-U	96602	B
96497	Not Active	96550	Not Active	96603	B
96498	Not Active	96551	A-B-B1-H-M-U	96604	B
96499	Not Active	96552	A-B-B1-H-M-U	96605	B-O
96501	Not Active	96553	A-B-B1-H-I-M-N-U	96606	B
96502	Not Active	96554	A-B-B1-H-M-U	96607	B
96503	Not Active	96555	B-B1-F-M	96608	B
96504	Not Active	96556	B	96609	B
96505	Not Active	96557	B-B1-F-M	96610	B
96506	B	96558	B	96611	B
96507	Not Active	96559	Not Active	96612	B

APO/ FPO	See Restrictions	APO/ FPO	See Restrictions	APO/ FPO	See Restrictions
96613	Not Active	96643	B	96672	B
96614	Not Active	96644	Not Active	96673	B
96615	Not Active	96645	Not Active	96674	B
96616	Not Active	96646	Not Active	96675	B
96617	B	96647	Not Active	96676	B
96618	B	96648	Not Active	96677	B
96619	Not Active	96649	Not Active	96678	B
96621	B	96650	Not Active	96679	B
96622	B	96651	Not Active	96680	Not Active
96623	B	96652	Not Active	96681	B
96624	B	96653	Not Active	96682	B
96625	B	96654	Not Active	96683	B
96626	Not Active	96655	Not Active	96684	B
96627	Not Active	96656	Not Active	96685	Not Active
96628	B	96657	B	96686	B
96629	B	96658	Not Active	96687	B
96630	Not Active	96659	Not Active	96688	Not Active
96631	Not Active	96660	B	96689	Not Active
96632	Not Active	96661	B	96690	Not Active
96633	Not Active	96662	B	96691	Not Active
96634	B	96663	B	96692	Not Active
96635	B	96664	B	96693	Not Active
96636	Not Active	96665	B	96694	Not Active
96637	Not Active	96666	B	96695	Not Active
96638	Not Active	96667	B	96696	Not Active
96639	Not Active	96668	B	96697	Not Active
96640	Not Active	96669	B	96698	B
96641	Not Active	96670	B	96699	Not Active
96642	Not Active	96671	B		

RESTRICTIONS

LEGEND

Form 2976, *Customs* — CN22Form 2976-A, *Customs Declaration and Dispatch Note*

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

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

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

B. Form 2976-A is required for all mail weighing 16 ounces or more. **Exceptions:** Prepaid mail from contractors addressed to a military organization for official use need not bear a customs declaration, but must be endorsed "Contents for Official Use-Exempt from Customs Requirement." Official mail from government agencies does not require a customs declaration or exemption endorsement. Known Mailers may use either Form 2976-A on each item or Form 2976 (or facsimile) with a mail manifest in conjunction with a packing list. Form 2976 must state "packing list enclosed." The packing list must include a description of the items, the dollar values of the items, and the complete address including the PSC box number and APO/FPO ZIP Code of the addressee, the date of mailing, the insurance registry number, if applicable, and the serial number of any item over \$25 in value and any electrical item over \$15 in value. The packing list should be enclosed in the parcel or attached to the outside of the parcel. The mail manifest which itemizes all parcels that a Known Mailer deposits will be given to Postal Official at Business Mail Acceptance Unit. Form 2976 may be used if the mailer does not wish to list the contents on the wrapper or in any case if the value exceeds \$400. Affix only the upper portion of the label on the package. A completed Form 2976-A (listing the contents and value in US dollars) must be enclosed in the package.

B1. Form 2976 or 2976-A is required. Articles are liable for customs duty and/or purchase tax unless they are bona fide gifts intended for use by military personnel or their dependents. When the contents of a parcel meet these requirements, the mailer must endorse the customs form, "Certified to be a bona fide gift, personal effects, or items for personal use of military personnel and dependents," under the heading, Description of Contents. **Exceptions:** All other exceptions listed in restriction B above are applicable to this restriction.

C. Cigarettes and other tobacco products are prohibited.

C1. Obscene articles, prints, paintings, cards, films, videotapes, etc., and horror comics and matrices are prohibited.

D. Coffee is prohibited.

E1. Medicines or vaccines not conforming to French laws are prohibited.

E2. Any matter containing religious materials contrary to Islamic faith or depicting nude or seminude persons, pornographic or sexual items, or nonauthorized political materials is prohibited.

E3. Radio transceivers, cordless telephones, global positioning systems, scanners, base stations, and hand-held transmitters are prohibited.

F. Firearms of any type are prohibited in all classes of mail. See definitions of firearms in DMM C022.1.1. This restriction does not apply to firearms mailed to or by official U.S. government agencies.

F1. Privately owned weapons addressed to an individual are prohibited in any class of mail.

F2. Importation of firearms is restricted to one shotgun and one single shot .22 caliber rifle per individual.

G. Only First-Class letters, Periodicals, and Standard Mail (A) are authorized.

H. Meats, including preserved meats, whether hermetically sealed or not, are prohibited.

H1. Pork or pork by-products are prohibited.

I. Mail of all classes must fit in a mail sack. Mail may not exceed the following dimensions:

Length

42" 72" length and girth combined
 over 42" to 44" 24" girth
 over 44" to 46" 20" girth
 over 46" to 48" 16" girth
 Maximum length 48"

This restriction does not apply to registered mail and official government mail marked MOM.

I1. This restriction does not apply to registered mail.

I2. This restriction does not apply to official government mail marked MOM.

K. Mail that includes in the address the words, "Dependent Mail Section," may consist only of letter mail, newspapers, magazines, and books. No parcel of any class containing any other matter may be mailed to the Dependent Mail section. This restriction does not apply if the address does not include the words "Dependent Mail Section."

L. All official mail is prohibited.

M. Fruits, animals, and living plants are prohibited.

N. Registered mail is prohibited.

O. Personal mail addressed to vessels using this number is limited to unregistered First-Class Mail and certified mail. Other classes of mail are prohibited.

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 C021, are prohibited.

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

T. Mailings of case lots of food and supplemental household shipments must be approved by the sender's parent agency prior to mailing.

U. Parcels must weigh less than 16 ounces when addressed to Box R. This restriction does not apply to mail endorsed "Free Matter for the Blind or Handicapped."

U1. Mail is limited to First-Class Mail weighing 11 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 letters only when addressed to Box R.

U3. Mail is limited to First-Class correspondence (including voice and video cassettes), newspapers, magazines, photographs, not exceeding 16 ounces, when addressed to Box R.

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 (to include audio cassettes and voice tapes) weighing 11 ounces or less. This limitation does not apply to official mail.

Y. Mail is limited to First-Class and Priority Mail only. All Periodicals, Standard Mail (A), and Standard Mail (B) (including SAM and PAL) are not authorized. This restriction also applies to official mail.

Z. No outside pieces (OSPs).

Z1. The Anti-Pilferage Seal (Item No O818-A) is required on all pouches and sacks.

—International and Military Mail Operations,
 International Business Unit, 6-18-98

Finance

HANDBOOK F-1 REVISION

Rescission of Direct Ordering of Bulk Stamp Stock — Post Offices Under Standard Field Accounting Procedures (SFAP)

Effective immediately, Appendix C, Section C43.12 of Handbook F-1, *Post Office Accounting Procedures*, is revised to rescind the policy that allows large SFAP units to receive bulk stock directly from the printers, bypassing the Stamp Distribution Office (SDO)/Stamp Distribution Network (SDN) or Accountable Paper Depository (APD). SFAP post offices must order stock through the SDO, SDN, or APD. A future edition of the handbook will contain this revision.

Handbook F-1 is revised as follows:

Handbook F-1, *Post Office Accounting Procedures*

C Standard Field Accounting Procedures

* * * * *

C4 Post SFAP

* * * * *

C43 Accountable Paper

* * * * *

C43.12 Ordering

[Delete present paragraph and replace with the following sentence.]

SFAP units order accountable paper from the designated SDO/SDN or APD.

* * * * *

—Corporate Accounting, Finance, 6-18-98

PUBLICATIONS ONLINE

Handbook F-17 Available Online

The online version of Handbook F-17, *Making Field Disbursements Through the Accounts Payable System* (April 1998), is available for viewing on the internal postal website at <http://blue.usps.gov>, by clicking on "Corporate Information" and selecting "Policies and Procedures." Once on the new page, click on "Handbooks" and select "F-17."

This handbook is also available on the Finance web page by clicking on "USPS Organizations" and selecting "USPS Functional Org," then click on "Finance" and select "F-17."

—Corporate Accounting, Finance, 6-18-98

FORM UPDATE

Revised Form 1096, Receipt (April 1998)

Retail offices must have the revised Form 1096, *Receipt* (April 1998), on hand and available for use no later than **July 15, 1998**. When the revised Form 1096 is received, all Forms 1096 with an edition date other than April 1998 should be destroyed locally.

The revised Form 1096 will be used as a customer receipt for all postal products including the Breast Cancer (BC) Research Stamp. The difference between the prevailing first-class stamp rate and the cost of the BC stamp is a contribution to the BC research fund. All retail channels, including retail windows, contract stations, rural carriers, Contract Express Post Offices, self-service vending, stamps by mail, stamps by fax, mail order/telephone order, and philatelic outlets must have the receipt available when the BC stamp is sold. The BC stamp will not be sold by stamps on consignment.

The normal forms replenishment process should apply in ordering Form 1096, unless other, specific ordering instructions are issued from your district office. The National Stock Number (NSN) for requisitioning Form 1096 is 7530-02-000-7346. The replenishment process will not apply to stamp packets purchased through self-service vending machines. Receipts for purchases through vending machines will be packaged with the stamps in the glassine envelopes.

The stamps will go on sale in July 1998. A specific *Postal Bulletin* article and corresponding communication kits will be issued on the sale of the stamp.

—Corporate Accounting, Finance, 6-18-98

Fraud Alert

ALL PERSONNEL PROCESSING MAIL FOR DISPATCH ABROAD

Foreign Order No. 419

Keep all foreign order notices for use as reference.

Tentative Orders

The tentative Lottery Order has been issued against the following:

Canada

ISC/EXPRESS PROCESSING
4981 HWY 7 EAST UNIT 12A STE #305
MARKHAM ONTARIO L3R 1N1
CANADA

UNIVERSAL PRIZEFINDERS
15-6400 MILLCREEK DRIVE SUITE #361
MISSISSAUGA ON L5N 3E7
CANADA

ILSC (INTERNATIONAL SELECTION CENTER)
185-9040 BLUNDELL ROAD SUITE #322
RICHMOND BC V6Y 1K3
CANADA

TRANSWORLD
INTERNATIONAL SUBSCRIPTIONS
140-8380 LANSLOWNE ROAD SUITE #711
RICHMOND BC V6X 1B9
CANADA

CHOICE AWARDS SELECTION SERVICES
3219 YONGE ST STE 324
TORONTO ON M4N 2L3
CANADA

Czech Republic

UNITED MEDIA SRO
PO BOX 49
CZ - 434 01 MOST
CZECH REPUBLIC

Spain

WORLD TELECOMMUNICATIONS INC
C/LUIS SAGNIER 74-76
08032 BARCELONA
SPAIN

Switzerland

IT&T AG
BAHNHOFSTR 32
PO BOX 1251
6301 ZUG
SWITZERLAND

Do not dispatch any mail to the preceding addresses. Place the mailpieces in a pouch endorsed "Foreign Order Mail" and send it to:

POSTMASTER
CLAIMS AND INQUIRY
JAMES A FARLEY BUILDING RM 2029A
NEW YORK NY 10199-9652

Do not place any endorsement on the mailpieces themselves. Personnel may post this notice at the outgoing primary. They must post it on the Foreign Order Board at all processing and distribution plants, designated international exchange offices, and customer service plants.

—Recorder's Office, Judicial Officer, 6-18-98

Domestic Orders

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

State/City	Names Covered	Product
AZ, Phoenix 85020-3441	State Recording Divisions Office, 8346 North 7th Street, #111	A government affiliation scheme.
FL, Tampa 33614-7029	Edmund V. Jackson, 4408 N. Lois Avenue	A failure to pay scheme.
TX, Houston 77272-1169	Calvin Mitchell Harris d/b/a IBM Enterprise, P.O. Box 721169	An envelope stuffing scheme.

—Recorder's Office, Judicial Officer, 6-18-98

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

Do Not Cash — Upon Receipt, Notify Local Postal Inspectors

This listing will be provided to all Postal Service employees responsible for accepting and cashing Postal money orders. All interim notices should be destroyed when the numbers listed appear in the *Postal Bulletin*. The actual serial numbers consist of the first 10 digits on the money orders. Check for altered dollar amounts by holding money orders to the light.

The *Postal Bulletin* is available on the World Wide Web on the U.S. Postal Service home page at <http://www.usps.com>. To access a *Postal Bulletin*, go to "Business," then to "Business Publications," and then to "The Postal Bulletin."

The *Postal Bulletin* is also available on the Postal Service IntraNet. Click on "Corporate Information," then "Policies and Procedures," then "Postal Bulletin."

Back issues through *Postal Bulletin* 21883A (1-1-95) are available for downloading, as are the 1995, 1996, and 1997 annual indexes and 1998 quarterly index. Once downloaded, the *Postal Bulletin*, including all forms and posters, may be read and printed.

210 221 0548 to	389 887 9211 to 9230	403 260 7000 to 7499	414 640 0757 to 0799
210 221 0599	389 887 9234 to 9299	403 280 6470 to 6499	414 965 1727 to 1799
273 775 7700 to	390 001 3182 to 3199	403 685 8600 to 8699	417 302 8104 to 8199
273 775 7899	390 001 3500 to 3699	404 003 0300 to 0399	417 387 6532 to 6599
302 000 0000 to	390 545 5974 to 5999	404 041 8838 to 8899	417 496 6800 to 6999
302 123 9999	391 104 6146 to 6199	404 071 4268 to 4299	417 871 9250 to 9299
349 746 2056 to 2099	391 574 1466 to 1499	404 347 5356 to 5399	417 930 9533 to 9599
350 518 7350 to 7374	391 783 3020 to 3599	404 347 5548 to 5599	418 164 6500 to 6799
360 011 1690 to 1699	391 792 6100 to 6199	404 726 4500 to 4599	418 423 9863 to 9899
360 168 6008 to 6099	392 668 2956 to 2999	404 961 5001 to 5199	418 633 5922 to 5999
360 173 8800 to 8899	392 854 8500 to 8899	405 325 0188 to 0198	418 719 8520 to 8599
362 861 3064 to 3099	393 584 7566 to 7699	406 009 4587 to 4599	418 744 2235 to 2299
373 006 2176 to 2199	393 650 0074 to 0099	406 260 6830 to 6899	418 962 2848 to 2899
374 768 2600 to 2699	393 838 8316 to 8499	406 459 6641 to 6999	419 543 0286 to 0299
375 169 4400 to 4599	393 893 6007 to 6099	406 733 3000 to 3999	419 730 0300 to 0399
375 829 3400 to 3499	394 126 6907 to 6999	407 545 1557 to 1599	420 277 0015 to 0049
375 851 9100 to 9199	394 189 0405 to 0599	407 594 0412 to 0599	420 599 0734 to 0798
376 196 0911 to 0999	394 822 3243 to 3278	407 692 9100 to 9299	420 661 4115 to 4199
378 085 3679 to 3699	394 990 1810 to 1899	407 959 2190 to 2199	420 758 9500 to 9699
378 351 1063 to 1099	395 343 3264 to 3299	408 265 2275 to 2288	420 969 3951 to 3971
379 843 5100 to 5199	395 373 3035 to 3099	408 499 7700 to 7799	420 969 3973 to 3999
380 093 9600 to 9699	395 396 9649 to 9799	408 499 7900 to 7999	421 116 3565 to 3599
380 165 1165 to 1199	395 970 3240 to 3299	408 682 8484 to 8599	421 130 9300 to 9399
381 325 4500 to 4599	397 622 4054 to 4099	408 698 7015 to 7099	421 313 4500 to 4999
381 604 2510 to 2699	397 819 8902 to 8999	409 072 3941 to 3999	421 364 5537 to 5599
381 645 9525 to 9599	398 149 7200 to 7699	410 491 2311 to 2399	421 656 2609 to 2699
383 314 3968 to 3999	399 070 0872 to 0899	410 694 8400 to 8599	421 988 9700 to 9799
383 892 1000 to 1344	399 156 7119 to 7199	410 775 1500 to 1599	422 172 4667 to 4699
383 892 1382 to 1399	399 203 5064 to 5099	410 795 7927 to 7999	422 484 4212 to 4299
384 925 3641 to 3654	399 296 9910 to 9999	410 867 0917 to 0966	422 556 1270 to 1299
385 568 2331 to 2399	399 396 8935 to 8999	410 867 0970 to 0999	422 587 7024 to 7099
385 599 7554 to 7575	399 792 7775 to 7799	411 868 1023 to 1199	422 819 7533 to 7599
385 774 2024 to 2099	399 792 8300 to 8399	411 922 2322 to 2399	422 842 5073 to 5087
386 624 1412 to 1599	400 427 1051 to 1999	412 193 0900 to 0999	422 907 7563 to 7599
386 883 8936 to 8999	401 045 1505 to 1549	412 395 8599 to 8699	424 500 6050 to 6099
387 314 5574 to 5599	401 045 1571 to 1599	412 485 6500 to 6599	424 641 8500 to 8599
387 837 6300 to 6399	401 294 2700 to 2799	412 485 6610 to 6699	424 871 6600 to 6699
388 828 0656 to 0699	401 310 9505 to 9599	412 885 5953 to 5999	425 298 2352 to 2399
389 696 2400 to 2799	401 382 5312 to 5399	414 193 3608 to 3674	425 418 4269 to 4299
389 846 3104 to 3135	402 578 7876 to 7899	414 193 3677 to 3699	425 418 4405 to 4499
389 846 3145 to 3195	403 125 6744 to 6799	414 411 7348 to 7399	426 547 4566 to 4599

427 412 6337	to	6499	453 603 7841	to	7891	469 127 8000	to	8199	483 632 1521	to	1599
427 481 0900	to	0999	453 650 1140	to	1199	469 213 0359	to	0399	483 632 2600	to	2799
428 027 2742	to	2752	453 741 1300	to	1399	469 213 0500	to	0599	483 849 1615	to	1699
429 474 4172	to	4199	454 013 2919	to	2999	469 561 8011	to	8099	484 174 4803	to	5299
429 889 2900	to	2999	454 186 2411	to	2499	469 658 1961	to	1999	484 323 8900	to	9199
430 150 4401 to 4599			454 268 4883	to	4899	469 666 9900	to	9999	484 680 5000	to	5038
430 172 9800	to	9899	454 302 5400	to	5499	469 678 1900	to	1999	484 680 5040	to	5074
430 177 1900	to	2099	454 490 8300	to	8399	469 781 4900	to	4999	484 680 5077	to	5099
430 444 9500	to	9699	454 547 7434	to	7499	469 947 6960	to	6999	485 029 4913	to	4999
430 664 4070	to	4099	454 922 4867	to	4895	470 755 5800 to 5818			486 176 0600	to	0699
432 168 8419	to	8499	455 221 1348	to	1499	471 918 0300	to	0999	486 559 7555	to	7599
432 708 6800	to	6999	455 364 2147	to	2199	471 985 2408	to	2419	486 696 3023	to	3199
432 744 1544	to	1599	455 399 5400	to	5499	472 191 6700	to	6799	488 173 7900	to	7999
432 995 9775	to	9799	455 476 0676	to	0699	472 270 2555	to	2599	488 206 4100	to	4199
433 003 5800	to	5899	455 543 0618	to	0699	472 987 0213	to	0241	488 226 0200	to	0299
433 757 3047	to	3099	456 410 9006	to	9099	472 987 0290	to	0299	488 709 3906	to	3999
433 765 4003	to	4099	456 470 4146	to	4299	473 151 2069	to	2199	488 855 8359	to	8399
434 482 7060	to	7199	456 619 4460	to	4499	473 666 9138	to	9199	489 181 8963	to	8999
434 513 2386	to	2399	457 333 2686	to	2699	473 952 3429	to	3499	489 223 2000	to	2099
434 968 3076	to	3092	457 729 1767	to	1777	474 108 5402	to	5499	489 311 1930	to	1999
435 303 1831	to	1842	457 937 8615	to	8699	474 356 5193	to	5299	489 318 6200	to	6300
435 303 1986	to	1999	458 028 9810	to	9899	474 949 3366	to	3399	489 384 0027	to	0099
435 666 6092	to	6399	458 057 2712	to	2999	475 134 9362	to	9399	489 427 0658	to	0899
436 082 6400	to	6899	458 069 9537	to	9599	475 167 9667	to	9699	489 997 5252	to	5299
436 160 6441	to	6499	458 069 9665	to	9699	475 319 3415	to	3499	490 669 5850 to 6099		
437 316 7115	to	7199	458 337 5222	to	5299	475 319 3649	to	3799	490 717 7080	to	7099
437 427 0500	to	3499	458 354 7653	to	7999	475 340 6400	to	6599	490 721 6000	to	6099
439 179 2300	to	2399	458 671 8678	to	8699	475 424 8410	to	8499	490 793 1500	to	2099
439 310 0458	to	0499	458 671 8721	to	8798	475 629 9156	to	9199	490 886 8171	to	8199
440 698 1947 to 1999			458 847 5044	to	5999	475 850 6101	to	6199	490 977 9221	to	9240
440 858 6300	to	6399	459 274 7624	to	7699	475 875 2500	to	2599	491 258 8100	to	9099
440 858 6420	to	7299	459 365 5432	to	5499	476 169 8264	to	8299	491 567 1376	to	1399
441 199 1655	to	1699	459 378 5764	to	5799	476 189 3000	to	3499	492 254 4800	to	4899
443 127 3648	to	3699	459 472 4816	to	4999	476 331 2480	to	2499	492 283 5100	to	5199
443 127 4000	to	4099	460 349 6878 to 6899			477 289 8601	to	8699	492 610 6813	to	6899
443 673 7900	to	7999	460 550 1909	to	1999	477 681 5206	to	5299	493 394 5568	to	5599
443 800 9335	to	9399	460 997 5234	to	5299	478 010 4243	to	4268	493 470 2562	to	2599
444 382 8822	to	8899	461 973 6443	to	6499	478 010 4270	to	4291	493 473 7700	to	7799
444 390 1667	to	1699	462 152 0107	to	0299	478 450 5071	to	5099	493 716 2153	to	2199
444 457 3854	to	3899	462 274 1072	to	1099	478 469 7838	to	7858	494 206 2972	to	2999
450 048 4173 to 4199			462 277 8373	to	8399	478 469 7883	to	7899	494 217 3446	to	3999
450 048 4442	to	4699	462 554 6051	to	6099	479 280 9800	to	9899	494 224 0500	to	0599
450 560 5173	to	5199	463 011 5529	to	5540	479 365 9116	to	9176	495 145 0600	to	0699
450 620 3077	to	3099	463 176 4115	to	4199	479 412 9900	to	9999	496 209 7425	to	7499
450 620 3135	to	3199	463 176 4229	to	4299	479 667 6190	to	6199	496 213 8728	to	8799
450 780 2716	to	2799	463 185 2600	to	2799	479 748 9680	to	9699	496 474 5226	to	5248
450 801 2700	to	2799	463 227 7711	to	7799	479 860 7000	to	7199	497 053 8517	to	8699
451 109 2967	to	2984	463 414 4869	to	4899	480 526 2000 to 2099			497 854 8673	to	8699
451 115 4110	to	4125	463 808 3484	to	3499	480 640 6330	to	6399	498 449 8888	to	8899
451 115 4127	to	4199	463 945 7400	to	7899	480 658 0568	to	0599	498 929 8285	to	8499
452 265 0074	to	0099	464 629 9000	to	9399	480 689 5100	to	5199	498 936 5310	to	5399
452 265 0246	to	0299	464 711 4332	to	4399	481 072 9463	to	9499	499 016 5425	to	5499
452 265 0335	to	0999	465 692 3963	to	3999	481 673 0074	to	0095	499 440 8575	to	8899
452 509 1169	to	1199	465 698 8300	to	8599	482 527 1500	to	1599	499 731 6717	to	6799
452 855 6471	to	6499	465 743 7745	to	7799	482 541 5255	to	5299	500 064 1858 to 1869		
452 890 4679	to	4799	466 798 6056	to	6067	482 729 6800	to	6899	500 070 5725	to	7799
452 900 8215	to	8238	467 147 4300	to	4399	483 363 7207	to	7299	600 645 3223 to 3299		
453 117 9146	to	9199	468 079 5782	to	5799	483 402 2356	to	2399	601 339 1200	to	1399
453 334 3631	to	3699	469 067 2817	to	2899	483 486 5100	to	5199	601 661 7700	to	7799

675 464 3700	to	3799	683 118 2389	to	2399	701 267 2000	to	3999	702 264 7569	to	7599
675 464 4000	to	4199	683 378 2000	to	2099	701 335 7312	to	7399	702 713 1800	to	1809
676 365 5958	to	5999	683 378 2117	to	2299	701 369 2005	to	2050	806 087 1100	to	1499
677 126 6734	to	6799	683 415 1200	to	1499	701 503 2247	to	2299	806 268 9275	to	9299
677 333 9979	to	9999	686 071 2694	to	2799	701 553 6557	to	6599	806 534 3400	to	3477
677 466 1088	to	1099	686 176 3333	to	3354	701 601 3457	to	3499	807 342 3283	to	3399
678 071 4500	to	4799	688 120 9000	to	9999	701 605 5913	to	5999	808 086 7100	to	7199
678 096 7531	to	7599	691 941 0000	to	4999	701 695 3982	to	3999	808 090 3440	to	3499
679 909 2578	to	2599	700 065 2570	to	2599	701 695 4148	to	4199	808 325 5161	to	5699
680 112 9565	to	9599	700 065 4800	to	4899	701 695 4227	to	4299	808 784 8000	to	8299
680 244 0903	to	0999	700 190 3350	to	3359	701 708 1741	to	1799	869 800 0000	to	9999
680 761 6800	to	6899	700 228 6048	to	6099	701 736 3966	to	3999	870 054 4814	to	4899
681 677 0540	to	0699	700 650 0452	to	0499	701 838 2800	to	2899	870 491 4812	to	4849
682 956 6280	to	6299	700 666 1323	to	1349	701 941 0600	to	0699	870 541 7167	to	7239
682 956 6490	to	6499	700 786 9106	to	9142	702 171 1603	to	1699			
682 965 1178	to	1199	700 859 0744	to	0758	702 195 5109	to	5199			
682 965 1201	to	1299	701 028 6780	to	6899	702 254 9300	to	9399			
682 956 6700	to	6799	701 213 3900	to	3999						

—Inspection Service, 6-18-98

Missing, Lost, or Stolen Canadian Money Order Forms

Do Not Cash — Upon Receipt, Notify Local Postal Inspectors

This listing will be provided to all Postal Service employees responsible for accepting and cashing Postal money orders. Destroy any interim notices when the numbers listed appear in the *Postal Bulletin*. The new money order serial numbers consist of the first nine digits. The 10th digit is a check digit only.

Do not cash new style money orders **000 000 001 to 692 600 000**. Advise holders to send invalid money orders to: Canada Post Corporation, Ottawa, Canada K1A 0B1. Check for altered dollar amounts by holding money orders to the light.

000 000 001 to 692 600 000	701 945 451 to 5 500	707 958 541 to 8 570	717 193 161 to 3 490
692 720 871 to 0 900	702 033 701 to 4 050	707 960 107 to 0 160	717 228 591 to 8 680
692 876 955 to 7 050	702 051 501 to 1 750	708 059 941 to 60 000	717 333 902 to 3 950
693 290 380 to 0 400	702 053 601 to 3 800	708 115 830 to 5 860	717 739 745 to 9 910
693 290 426 to 0 450	702 104 368 to 4 900	708 116 251 to 6 310	717 884 991 to 5 050
694 063 700 to 3 897	702 128 306 to 8 400	708 138 301 to 8 480	718 026 171 to 6 290
694 063 900 to 4 000	702 179 891 to 9 900	709 222 591 to 2 920	718 466 370 to 6 420
694 550 501 to 0 530	702 260 751 to 0 850	709 243 479 to 3 500	718 568 451 to 8 479
694 595 031 to 5 050	702 410 595 to 1 050	709 411 171 to 1 320	718 590 741 to 0 770
694 595 087 to 5 300	702 660 151 to 0 540	709 649 804 to 9 820	718 714 210 to 4 370
694 698 551 to 8 650	702 723 429 to 3 450	709 733 281 to 3 580	718 795 881 to 6 000
695 105 313 to 5 350	703 004 401 to 4 820	710 046 813 to 6 840	718 961 721 to 1 780
695 142 809 to 3 050	703 083 819 to 4 020	710 358 093 to 8 166	718 982 001 to 2 300
695 144 666 to 4 700	703 432 131 to 2 230	710 358 257 to 8 270	719 869 731 to 9 760
695 272 601 to 2 750	703 626 061 to 6 090	711 021 501 to 1 510	720 227 871 to 7 930
695 277 576 to 7 650	703 863 121 to 3 240	711 049 411 to 9 560	720 227 949 to 7 960
695 530 761 to 0 800	703 863 477 to 3 540	711 408 045 to 8 090	720 368 543 to 8 570
696 487 701 to 7 800	703 867 801 to 7 980	712 003 381 to 3 650	720 392 151 to 2 570
696 784 101 to 4 550	704 030 628 to 0 640	712 104 220 to 4 230	720 556 491 to 6 640
696 870 601 to 0 650	704 154 024 to 4 120	712 327 861 to 7 890	720 558 621 to 8 650
697 047 501 to 7 600	704 227 561 to 7 829	712 327 952 to 7 980	720 575 361 to 5 570
697 052 101 to 2 350	704 227 831 to 8 069	712 647 061 to 7 090	720 590 152 to 0 179
697 217 251 to 7 400	704 228 071 to 8 100	713 284 171 to 4 260	721 638 331 to 9 170
697 249 952 to 0 050	704 420 344 to 0 490	713 292 871 to 2 990	721 815 391 to 5 420
697 414 886 to 4 900	704 420 344 to 0 490	714 035 101 to 5 160	721 969 713 to 9 740
697 469 606 to 9 700	704 568 751 to 8 990	714 155 011 to 5 400	722 072 137 to 2 160
697 850 401 to 0 750	704 965 301 to 5 770	714 328 231 to 8 440	722 378 265 to 8 280
698 098 446 to 8 550	705 116 780 to 6 790	714 442 952 to 2 980	722 413 990 to 4 004
698 300 251 to 0 300	705 280 801 to 0 980	714 562 843 to 2 860	722 764 948 to 4 980
698 504 383 to 4 650	705 475 651 to 6 040	714 590 391 to 0 430	722 825 840 to 5 889
698 533 927 to 4 200	705 566 127 to 6 280	714 609 811 to 9 930	723 153 841 to 3 850
698 562 268 to 2 400	705 740 581 to 0 730	714 609 961 to 9 990	723 237 616 to 7 630
699 090 686 to 0 750	705 782 796 to 2 820	714 807 181 to 7 240	723 331 081 to 1 110
699 752 699 to 2 850	705 822 271 to 2 480	714 871 321 to 1 500	723 496 443 to 6 470
700 068 473 to 8 500	706 180 148 to 0 290	714 928 529 to 8 590	723 967 291 to 7 320
700 161 501 to 1 650	706 184 041 to 4 220	715 128 183 to 8 330	724 655 196 to 5 340
700 202 522 to 2 700	706 357 861 to 8 190	715 144 171 to 4 470	724 711 441 to 1 500
700 290 275 to 0 300	706 382 419 to 2 430	715 197 211 to 7 570	724 711 538 to 1 560
700 465 730 to 5 750	706 628 735 to 8 820	715 595 910 to 6 180	724 793 221 to 3 250
700 561 444 to 1 550	706 638 211 to 8 420	715 941 781 to 1 810	724 908 109 to 8 120
701 423 101 to 3 150	706 817 959 to 8 000	715 962 421 to 2 480	724 937 461 to 7 670
701 625 469 to 5 550	707 034 391 to 4 450	716 477 396 to 7 430	725 163 118 to 3 151
701 643 829 to 3 850	707 292 636 to 2 660	716 556 635 to 6 660	725 202 735 to 2 750
	707 441 401 to 1 687	717 191 648 to 1 690	725 398 591 to 8 800
	707 441 836 to 1 940		

725 464 591 to 4 920	729 838 940 to 9 070	732 355 201 to 5 380	736 145 971 to 6 000
725 475 321 to 5 330	729 839 101 to 9 130	732 446 761 to 6 850	736 366 021 to 6 110
725 711 057 to 1 070	730 077 683 to 7 840	732 472 320 to 2 560	736 624 456 to 4 530
725 738 581 to 8 730	730 109 847 to 9 880	732 507 811 to 7 900	736 670 851 to 1 060
725 981 311 to 1 430	730 373 761 to 3 850	732 541 605 to 1 620	736 767 061 to 7 090
725 987 835 to 7 880	730 501 951 to 2 130	732 572 221 to 2 490	736 767 093 to 7 120
726 060 811 to 0 900	730 519 379 to 9 470	732 586 479 to 6 710	736 857 115 to 7 390
726 391 970 to 2 520	730 569 278 to 9 360	732 961 261 to 1 320	736 982 191 to 2 370
726 484 771 to 4 800	730 711 711 to 1 740	732 994 037 to 4 080	736 982 551 to 2 730
726 493 351 to 5 300	730 722 991 to 3 230	733 163 449 to 3 460	737 185 501 to 5 710
726 504 031 to 4 063	730 845 970 to 5 990	733 297 171 to 7 290	737 317 321 to 7 350
726 504 070 to 4 090	730 888 291 to 8 320	733 446 631 to 7 110	737 628 098 to 8 120
726 504 331 to 4 390	730 927 591 to 7 680	733 474 665 to 4 770	737 628 181 to 8 210
726 563 701 to 4 060	731 307 914 to 7 930	733 704 482 to 4 570	737 634 258 to 4 270
726 599 371 to 9 460	731 402 431 to 2 460	733 704 571 to 4 720	738 849 811 to 9 900
726 626 356 to 6 370	731 407 232 to 7 320	733 751 041 to 1 130	
727 182 271 to 2 510	731 588 301 to 8 340	733 971 138 to 1 210	
727 416 181 to 6 240	731 703 211 to 3 240	734 290 759 to 0 770	
727 481 431 to 1 460	731 767 273 to 7 320	734 389 273 to 9 290	
727 749 241 to 9 780	731 781 061 to 1 120	734 440 031 to 0 111	
728 382 331 to 2 480	731 841 377 to 1 450	734 588 040 to 8 370	
728 458 201 to 8 260	731 837 821 to 7 910	734 736 661 to 6 810	
728 702 338 to 2 400	732 018 481 to 8 600	734 797 201 to 7 320	
728 702 338 to 2 400	732 067 972 to 8 370	734 950 111 to 0 170	
728 915 371 to 5 850	732 086 374 to 6 400	735 120 331 to 0 840	
728 953 141 to 3 410	732 188 649 to 8 670	735 123 061 to 3 690	
729 169 081 to 9 140	732 193 460 to 3 470	735 283 008 to 3 020	
729 363 841 to 3 870	732 201 241 to 1 390	735 293 131 to 3 220	
729 682 891 to 3 190	732 220 431 to 0 440	735 783 961 to 3,990	
		735 788 131 to 8 250	

—Inspection Service, 6-18-98

Counterfeited Canadian Money Order Forms

Do Not Cash

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

671,819,086	686,794,382
676,612,640	686,794,426
677,891,039	686,794,427
678,282,493	686,794,431
678,916,031	687,262,502
679,552,215	687,262,503
679,751,983	687,262,525
679,694,334	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	

—Inspection Service, 6-18-98

800 Number Available to Verify Canadian Money Orders

The Canada Post Corporation is now providing an 800 number that cashing agents can call to verify the validity of Canadian Postal Money Orders. The number is 1-800-563-0444.

This 800 number is printed on the back of the Canadian Postal Money Orders.

—Inspection Service, 6-18-98

Invalid Express Mail Corporate Account Numbers

These numbers are to be posted and used by retail/acceptance clerks. This listing supersedes all previous notices, which must be destroyed. Retail/acceptance clerks must not accept Express Mail shipments bearing any of the invalid numbers (listed below) in the "customer number" or "agreement number" section of the label or form.

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

005004	007299	009806	018206	021820	028575	054213	068244	070121	071385	077344	089533	096433
005032	007310	009840	018233	021828	028630	055079	068257	070127	071424	077348	089677	096488
005094	007319	009844	018242	022004	028651	055128	068258	070135	071440	077623	089882	096495
005111	007321	009882	018380	022149	028762	055174	068282	070154	071542	077627	089920	096562
005299	007352	009890	018394	022163	028781	056023	068335	070158	071580	077657	089934	096585
005459	007358	009900	018418	022197	028812	057008	068336	070166	071737	077995	089967	096683
005503	008009	009933	018435	022318	028839	057052	068342	070179	071807	078005	089970	096719
005582	008039	009953	018463	022443	028888	060160	068352	070180	071856	078878	090034	096739
005678	008157	010588	018476	022515	029265	060167	068371	070192	071883	079004	090144	096898
005782	008279	010699	018481	022607	029528	060223	068380	070217	071927	079082	090648	097044
005905	008291	011279	018493	023046	029674	060291	068398	070222	071956	079108	091189	097085
005913	008504	011367	018501	023125	029700	060306	068416	070227	071973	079114	091219	097088
005996	008960	012365	018662	023267	029746	060931	068489	070238	075018	079122	091367	097170
006007	008973	012374	018724	023439	029756	061017	068513	070249	075206	079646	091376	097221
006094	008986	013101	018734	023508	030014	061037	068633	070260	075265	079947	091738	097252
006123	009036	013128	018744	023514	030153	061371	069001	070302	075277	080054	091751	097264
006128	009040	013137	018765	023542	030400	061709	069139	070307	075283	080077	091773	097265
006173	009072	013206	018829	023595	030493	062014	069170	070326	075311	080078	091821	097314
006425	009116	013218	018906	023604	031055	063108	069179	070339	075314	080214	091891	097318
006455	009121	014292	018911	025185	031084	064090	069184	070359	075370	080218	092125	097354
006608	009173	014296	018965	025231	031142	064248	069207	070361	075436	080244	092162	097562
006610	009190	014421	019051	025345	031617	064309	069247	070389	075696	080486	092558	097626
006652	009217	014494	019053	025405	032045	064319	069248	070436	075843	080565	092603	097678
006681	009220	014544	019141	026103	034032	064390	069257	070501	075933	080694	092872	097784
006697	009229	014652	019167	026121	034052	064549	069340	070529	075938	085080	092993	097811
006729	009239	014782	019241	026234	034601	064599	069409	070547	075964	085087	093014	097855
006763	009252	014912	019243	026444	034627	064608	069437	070567	076070	085119	093073	097873
006775	009256	014963	019287	026448	036101	065309	069442	070580	076101	085172	093157	097903
006811	009258	014967	019305	026463	037041	065360	069476	070604	076122	085357	093208	097916
006822	009262	014998	019312	026465	038017	065587	069511	070606	076128	085425	093379	097941
006836	009297	015138	019332	026479	038162	065652	069512	070651	076281	085495	093544	098027
006837	009305	015216	019787	026559	038269	065662	069524	070657	076335	085527	093550	098050
006856	009338	015221	019863	027012	038402	065900	069591	070678	076347	085566	093884	098055
006901	009412	015310	019915	027184	038514	066156	069617	070685	076361	085584	094255	098084
006935	009441	015377	019937	027358	040057	066188	069673	070693	076488	085585	094756	098109
006936	009452	015414	019966	027374	040130	067050	069676	070743	076509	085627	095202	098123
006948	009460	015472	019984	027413	041071	067273	069690	070746	076514	085734	095238	098149
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901500	906805	917196	917873	920386	924238	927451	937668	950287	951833	970504	973315	985098
901636	906812	917197	917894	921002	924371	927609	937719	950308	951857	970525	973316	988042
901695	906876	917217	917900	921046	924435	927631	937803	950325	952001	970535	973323	992721
901711	906891	917229	917997	921054	924445	927634	939089	950327	952327	970546	973341	992731
901739	907023	917236	918030	921094	924623	927657	939110	950386	953009	970551	973348	992736
901756	907144	917276	918033	921105	924653	927677	939152	950387	953310	970560	974043	995039
901772	907172	917280	918048	921132	924661	927678	939576	950405	953324	970592	974044	995131
901794	907184	917284	918066	921176	924677	927690	939586	950518	954442	970600	974124	995228
901815	907254	917286	918116	921191	925059	927709	939589	950541	958494	970612	974131	995330
901827	907275	917318	918128	921194	925194	927748	939738	950553	958830	970622	974224	995348
901918	907278	917325	918131	921207	925201	927825	940201	950563	959059	970635	975001	995365
901966	907309	917333	918163	921209	926042	928211	940252	950566	967075	970640	976025	995438
902011	907381	917335	918315	921212	926062	928268	940558	950618	967102	970674	976032	995725
902133	907437	917344	918369	921275	926087	928323	940589	950639	967177	970681	976034	997170
902136	907565	917347	918385	921283	926121	928366	940685	950669	967207	970712	976052	999300
902225	907592	917352	918398	921285	926128	928503	940780	950675	967413	970727	976057	
902268	907652											

International Mail

IMM REVISION

International Mail — Mailing to Estonia

Effective immediately, the following entries are being added to the Individual Country Listing for Estonia under the header, Restrictions:

International Mail Manual (IMM)

* * * * *

Country Conditions for Mailing — Estonia

* * * * *

Restrictions

Seeds and plants of all types must be accompanied by a plant health (phytosanitary) certificate issued by the plant quarantine service in the country of origin. (Note: This entry replaces the existing one, which is currently included under the Restrictions header for Estonia.)

Animal products (including all types of canned meats and fish) must be accompanied by a health safety certificate issued by a veterinary service in the country of origin.

* * * * *

These changes to the Individual Country Listing for Estonia will be incorporated into Issue 20 of the *International Mail Manual* (IMM).

—Pricing, Costing, & Classification,
International Business Unit, 6-18-98

IMM REVISION

GPL Mail Eliminated from Dallas into Vancouver

Effective July 18, 1998, the wording in the GPL section of the Individual Country Listing of the *International Mail Manual* (IMM) is changed to eliminate entry of GPL mail from Dallas into Vancouver. Toronto will remain as the only entrance point for GPL mail processed through the Dallas ISC.

This revision will be included in Issue 20 of the IMM.

International Mail Manual (IMM)

* * * * *

Country Conditions for Mailing — Canada

* * * * *

[Revise last paragraph of standard service description by deleting the following sentence:]

“Mail entered in Dallas may be dispatched to either Toronto or Vancouver.”

* * * * *

[Revise Origin Zone B rate chart by deleting footnote 1.]

* * * * *

—Mail Order, International Business Unit, 6-18-98

IMM AND PUBLICATION 273 REVISION

International Mail — EMS Shipments to Hong Kong

Effective July 1, 1998, the maximum weight limit for Express Mail International Service (EMS) shipments (both On Demand and Custom Designed) mailed to Hong Kong is being increased to 66 pounds. (See extended postage rate table below.) This change to the EMS country information for Hong Kong will be incorporated into Issue 20 of the *International Mail Manual (IMM)* and into the next edition of *Publication 273, Express Mail International Service (Service Guide)*.

International Mail Manual (IMM)

* * * * *

Country Conditions for Mailing — Hong Kong

* * * * *

Express Mail International Service

* * * * *

Postage Rates		
On Demand	Weight Not Over (lb.)	Custom Designed
\$15.00	1/2	\$23.00
18.00	1	26.00
21.00	2	29.00
27.00	3	35.00
35.00	4	43.00
39.50	5	47.50
45.50	6	53.50
51.50	7	59.50
57.50	8	65.50
63.50	9	71.50
69.50	10	77.50
75.50	11	83.50
81.50	12	89.50
87.50	13	95.50
93.50	14	101.50
99.50	15	107.50
105.50	16	113.50
111.50	17	119.50
117.50	18	125.50
123.50	19	131.50
129.50	20	137.50
135.50	21	143.50
141.50	22	149.50
147.50	23	155.50
153.50	24	161.50
159.50	25	167.50
165.50	26	173.50
171.50	27	179.50
177.50	28	185.50
183.50	29	191.50

Postage Rates		
On Demand	Weight Not Over (lb.)	Custom Designed
189.50	30	197.50
195.50	31	203.50
201.50	32	209.50
207.50	33	215.50
213.50	34	221.50
219.50	35	227.50
225.50	36	233.50
231.50	37	239.50
237.50	38	245.50
243.50	39	251.50
249.50	40	257.50
255.50	41	263.50
261.50	42	269.50
267.50	43	275.50
273.50	44	281.50
279.50	45	287.50
285.50	46	293.50
291.50	47	299.50
297.50	48	305.50
303.50	49	311.50
309.50	50	317.50
315.50	51	323.50
321.50	52	329.50
327.50	53	335.50
333.50	54	341.50
339.50	55	347.50
345.50	56	353.50
351.50	57	359.50
357.50	58	365.50
363.50	59	371.50
369.50	60	377.50
375.50	61	383.50
381.50	62	389.50
387.50	63	395.50
393.50	64	401.50
399.50	65	407.50
405.50	66	413.50
Maximum Weight: 66 lb.		

* * * * *

—Pricing, Costing, & Classification,
International Business Unit, 6-18-98

SERVICE AGREEMENT

International Customized Mail

On May 15, 1998, the U.S. Postal Service entered into an International Customized Mail Service agreement with a qualifying mailer. In accordance with *International Mail Manual (IMM) 294*, the USPS hereby makes public the following information about that service agreement:

- a. Term:** May 15, 1998, through May 14, 2001
- b. Type of Mail:** Catalogs/Parcels — Every item must conform to the size requirements and must comply with the design requirements set forth by the foreign postal administration. Catalogs must conform to IMM 246.8 and parcels shall not exceed 44 pounds.
- c. Destination Countries:** Japan, Canada, and other countries.
- d. Service Provided by the U.S. Postal Service:** The Postal Service has agreed to:
- i. Furnish the mailer with the sacks, tags, and other supplies that the mailer is required to use for Qualifying Mail;
 - ii. Provide the mailer or mailing agent with the training necessary for them to prepare ICM mail in conformity with the requirements for Qualifying Mail;
 - iii. Arrange with air and surface carriers, as appropriate for Qualifying Mail to be transported internationally for delivery by the foreign postal administration;
 - iv. Establish a prearranged address where "return" items will be consolidated and returned directly to the mailer on a pre-established frequency.
- e. Minimum Volume Commitments:** \$7,000,000 of ISAL and GPL Mail
- f. Worksharing:** The mailer has agreed to:
- i. Package mail in accordance with the mail preparation and sorting requirements as set forth by the foreign postal administration;
 - ii. Pay postage for qualifying mail acceptable to and approved by the USPS;
 - iii. Provide a measurement system, acceptable to the RCSC, as specified in the service agreement;
 - iv. Maintain an established volume over the course of the service agreement;
 - v. Tender qualifying mail to the USPS at the designated USPS facility; and
 - vi. Coordinate a schedule of mailings and provide notifications as specified in the service agreement.

g. Rate: The rates for qualifying mail are as follows:

**ICM Rates Global Direct — Canada
Canadian Presort Addressed AdMail Pieces**

	Letter Carrier Presort		National Distribution Guide	
	Short & Long	Oversized	Short & Long	Oversized
L/C Direct	\$0.203	\$0.222		
Station	\$0.211	\$0.234	\$0.234	\$0.260
Direct Rural	\$0.234	\$0.260	\$0.234	\$0.260
City	\$0.238	\$0.264	\$0.249	\$0.279
DCF	\$0.245	\$0.268	\$0.260	\$0.283
FCP	\$0.260	\$0.283	\$0.268	\$0.306
Residue	\$0.276	\$0.306	\$0.291	\$0.333
Per Gram > 50	\$0.0011	\$0.0013	\$0.0011	\$0.0013

ICM Rates International Surface Air Lift (ISAL)

	Rate Group 1	Rate Group 2	Rate Group 3	Rate Group 4
Per Piece	\$0.21	\$0.08	\$0.08	\$0.08
Plus				
Per Pound	\$1.77	\$2.53	\$2.49	\$4.42

Rate Groups as defined in IMM Exhibit 246.71 appear on page 55.

ICM Rates Global Package Link — JAPAN

Weight Not Exceeding (lbs)	GPL Premium	GPL Standard
1	13.05	4.95
2	14.85	7.65
3	17.10	11.70
4	19.35	14.85
5	21.60	
6	24.30	
7	26.55	
8	28.80	
9	31.05	
10	33.30	
11	35.55	
12	37.80	
13	40.05	
14	42.30	
15	44.55	
16	46.80	
17	49.05	
18	51.30	
19	53.55	
20	55.80	
21	58.05	
22	60.30	
23	62.55	
24	64.80	
25	67.05	
26	69.30	
27	71.55	
28	73.80	
29	76.05	
30	78.30	
31	80.55	
32	82.80	
33	85.05	
34	87.30	
35	89.55	
36	91.80	
37	94.05	
38	96.30	
39	98.55	
40	100.80	
41	103.05	
42	105.30	
43	107.55	
44	109.80	

—Sales and Customer Support,
International Business Unit, 6-18-98

Philately

STAMP ANNOUNCEMENT 98-21

Gospel Singers Commemorative Stamps



Copyright USPS 1997

The Postal Service will issue four 32-cent Gospel Singers commemorative stamps, in a water-activated pane of 20 (four designs) (Item 4460), on July 15, 1998, in New Orleans, LA. The stamps, the newest addition to the Legends of American Music series, go on sale nationwide July 16, 1998.

Designed by Howard Paine, Delaplane, VA, and illustrated by Gary Kelley, Cedar Falls, IA, the stamps feature gospel legends Mahalia Jackson, an international star considered one of the greatest gospel singers of all time; Roberta Martin, who formed her own gospel music publishing house; Clara Ward, a renowned arranger, composer, pianist, singer, and group leader; and Sister Rosetta Tharpe, who, with her signature guitar, helped introduce gospel into concert halls and nightclubs and was the first gospel singer to record with a major record company.

How to Order the First Day of Issue Postmark

Customers have 30 days to obtain the first day of issue postmark by mail. They may purchase the new stamps at their local post office, affix the stamps to envelopes of their choice, address the envelopes (to themselves or others), and place them in a larger envelope addressed to:

GOSPEL SINGERS STAMPS
POSTMASTER
701 LOYOLA AVE RM T321
NEW ORLEANS LA 70113-9998

Issue:	Gospel Singers
Denomination & Type of Issue:	32-cent commemorative
Format:	Water-activated pane of 20 (four designs)
Catalog Item Number:	446040 Pane of 20 — \$6.40 446062 First Day Cover (Block of 4) — \$1.49 446063 First Day Cover (Set of 4) — \$2.12
Series:	Legends of American Music
Issue Date & City:	July 15, 1998, New Orleans, LA 70113
National Sale Date:	July 16, 1998
Illustrator:	Gary Kelley, Cedar Falls, IA
Designer/Art Director:	Howard Paine, Delaplane, VA
Typographer:	Tom Mann, Vancouver, WA
Modeler:	Donald H. Woo
Printer:	Sennett Security Products
Manufacturing Process:	Gravure
Colors (PMS Colors):	Magenta, yellow, cyan, black, PMS-302 (line blue), PMS-186 (line red)
Image Area:	1.42 x 1.10 in./36.07 x 27.94 mm
Overall Size:	1.56 x 1.24 in./39.63 x 31.50 mm
Full Pane Size:	7.73 x 7.24 in./196.34 x 183.89 mm
Plate Numbers:	"S" followed by six single digits
Marginal Markings:	© USPS 1997 • Position Diagram • Plate Numbers • Price

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by August 14, 1998.

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

INFORMATION FULFILLMENT
DEPT 6270
US POSTAL SERVICE
PO BOX 419014
KANSAS CITY MO 64141-6014

or by telephoning 1 800 STAMP-24.

Gospel Singers first day covers will be sold with a block of four stamps and a set of four covers with one stamp. There will not be a single stamp first day cover.

First day covers remain on sale for at least 1 year after the stamp's issuance.

Distribution

Stamp distribution offices (SDOs) and stamp distribution networks (SDNs) will receive a quarter of their standard distribution for a 20-stamps-per-pane issue, rounded to the nearest master carton size (70,000 stamps).

SDOs and SDNs will make subsequent automatic distributions to post offices for a quarter of their standard distribution, using Form 3309, *Advice of Shipment/Stamp Invoice*, and Form 17, *Stamp Requisition*. SDOs and SDNs must not distribute stamps to post offices before July 9, 1998.

Philatelic Requirement

SDOs and SDNs with authorized philatelic centers will receive automatic distributions of this stamp in nine positions for subsequent distributions to each center:

Offices That Service This Many Philatelic Windows	Will Receive These Quantities of the <i>Gospel Singers</i> Commemorative Stamp
1	18,000
2	36,000
3	54,000
4	72,000
6	140,000
12	280,000
20	420,000

Additional Supply

Accountable paper depositories (APDs) will not receive stamps for filling supplemental orders. Post offices requiring additional stamps must requisition them from their designated SDO or SDN on a separate Form 17, *Stamp Requisition*.

Sales Policy

All post offices must acquire and maintain a supply of each new commemorative stamp as long as customer demand exists or until the stamp is officially withdrawn from sale, generally 1 year from the date of issue. If supplies run low, post offices must reorder additional quantities through their normal ordering procedures.

—Stamp Services, Marketing, 6-18-98

CORRECTION

Wetlands and Diner Commemorative Stamp

The first day of issue site has been changed from Washington, DC, to McLean, VA.

The address to order the first day of issue postmark has been changed to:

WETLANDS STAMP AND/OR DINER STAMP
 POSTMASTER
 6841 ELM ST
 MCLEAN VA 22101-9998

—Stamp Services, Marketing, 6-18-98

STAMP ANNOUNCEMENT 98-22

Spanish Settlement of the Southwest Commemorative Stamp



Copyright USPS 1998

The Postal Service commemorates the 400th anniversary of El Camino Real de Tierra Adentro — the oldest European road in the United States — and the founding of the Spanish settlement at San Gabriel with the issuance of a 32-cent Spanish Settlement of the Southwest commemorative stamp, in a water-activated pane of 20 (one design) (Item 4453), on July 11, 1998, in Española, NM. The stamp goes on sale nationwide July 12, 1998.

Designed by Richard Sheaff, Scottsdale, AZ, the stamp is a photograph of La Mision de San Miguel de San Gabriel. The building, a replica of the church at San Gabriel, is located in present-day Española, NM, near the site of the original Spanish settlement.

In 1598, a Spanish expedition led by Don Juan de Oñate created the first European road in the United States, El Camino Real de Tierra Adentro (the Royal Road to the Interior Land) and later built the first European settlement west of the Mississippi at San Gabriel. This expedition laid the foundation for 400 years of commerce and cultural exchange throughout the Southwest.

How to Order the First Day of Issue Postmark

Customers have 30 days to obtain the first day of issue postmark by mail. They may purchase the new stamps at their local post office, affix the stamps to envelopes of their choice, address the envelopes (to themselves or others), and place them in a larger envelope addressed to:

SPANISH SETTLEMENT OF THE SOUTHWEST STAMP
POSTMASTER SPECIAL EVENTS
702 BOND ST
ESPAÑOLA NM 87532-9998

Issue:	Spanish Settlement of the Southwest
Denomination & Type of Issue:	32-cent commemorative
Format:	Water-activated pane of 20 (One design)
Catalog Item Number:	445340 Pane of 20 — \$6.40 445361 First Day Cover — \$.53
Issue Date & City:	July 11, 1998, Española, NM 87532
National Sale Date:	July 12, 1998
Photographer:	Susan Hazen-Hammond, Santa Fe, NM
Typographer/Designer/Art Director:	Richard Sheaff, Scottsdale, AZ
Modeler:	Banknote Corporation of America
Manufacturing Process:	Offset
Printer:	Banknote Corporation of America (BCA)
Colors (PMS Colors):	Yellow, magenta, cyan, black
Image Area:	1.392 x 0.822 in./35.36 x 20.88 mm
Overall Size:	1.560 x 0.990 in./39.62 x 25.15 mm
Full Pane Size:	7.260 x 5.940 in./184.40 x 150.88 mm
Plate Numbers:	"B" followed by four single digits
Marginal Markings:	"© USPS 1998" • Position Diagram • Plate Numbers • Price

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by August 10, 1998.

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

INFORMATION FULFILLMENT
DEPT 6270
US POSTAL SERVICE
PO BOX 419014
KANSAS CITY MO 64141-6014

or by telephoning 1 800 STAMP-24.

First day covers remain on sale for at least 1 year after the stamp's issuance.

Distribution

Stamp distribution offices (SDOs) and stamp distribution networks (SDNs) will receive a quarter of their standard distribution for a 20-stamps-per-pane issue, rounded to the nearest master carton size (70,000 stamps).

SDOs and SDNs will make subsequent automatic distributions to post offices for a quarter of their standard distribution, using Form 3309, *Advice of Shipment/Stamp Invoice*, and Form 17, *Stamp Requisition*. SDOs and SDNs must not distribute stamps to post offices before July 2, 1998.

Philatelic Requirement

SDOs and SDNs with authorized philatelic centers will receive automatic distributions of this stamp in nine positions for subsequent distributions to each center:

Offices That Service This Many Philatelic Windows	Will Receive These Quantities of the <i>Spanish Settlement of the Southwest</i> Commemorative Stamp
1	18,000
2	36,000
3	54,000
4	72,000
6	140,000
12	210,000
20	350,000

Additional Supply

Accountable paper depositories (APDs) will not receive stamps for filling supplemental orders. Post offices requiring additional stamps must requisition them from their designated SDO or SDN on a separate Form 17, *Stamp Requisition*.

Sales Policy

All post offices must acquire and maintain a supply of each new commemorative stamp as long as customer demand exists or until the stamp is officially withdrawn from sale, generally 1 year from the date of issue. If supplies run low, post offices must reorder additional quantities through their normal ordering procedures.

—*Stamp Services, Marketing, 6-18-98*

STAMP ANNOUNCEMENT 98-23

Lila and DeWitt Wallace Definitive Stamp

Copyright USPS 1997

The Postal Service will issue a 32-cent Lila and DeWitt Wallace definitive stamp, in a water-activated pane of 20 (one design) (Item 1067), on July 16, 1998, in Pleasantville, NY. The stamp, the newest addition to the Great Americans series, goes on sale nationwide July 17, 1998.

Designed by Howard Paine, Delaplane, VA, the engraved stamp design is based on a pencil-sketch portrait of Lila and DeWitt Wallace by veteran stamp designer Paul Calle. Lila and DeWitt Wallace, founders of *Reader's Digest*, were two of America's foremost philanthropists. During their lifetimes, the Wallaces gave many millions to great charitable causes in the field of education, the arts, and music. In 1972, President Richard Nixon awarded them the Medal of Freedom.

How to Order the First Day of Issue Postmark

Customers have 30 days to obtain the first day of issue postmark by mail. They may purchase the new stamps at their local post office, affix the stamps to envelopes of their choice, address the envelopes (to themselves or others), and place them in a larger envelope addressed to:

LILA AND DEWITT WALLACE STAMP
POSTMASTER SPECIAL EVENTS
50 MEMORIAL PLZ
PLEASANTVILLE NY 10570-9998

After applying the first day of issue postmark, the Postal Service will return the envelopes through the mail. There is no charge for the postmark. All orders must be postmarked by August 15, 1998.

Issue:	Lila and DeWitt Wallace
Denomination & Type of Issue:	32-cent Definitive
Format:	Water-activated pane of 20 (One design)
Catalog Item Number:	106740 Pane of 20 — \$6.40 106761 First Day Cover — \$.53
Series:	Great Americans
Issue Date & City:	July 16, 1998, Pleasantville, NY 10570
National Sale Date:	July 17, 1998
Designer/Art Director:	Howard Paine, Delaplane, VA
Typographer:	Tom Mann, Vancouver, WA
Modeler:	Joseph Sheeran
Manufacturing Process:	Intaglio
Printer:	Ashton Potter (USA) Ltd. (APU)
Colors (PMS Colors):	Pantone 286 (Blue)
Overall Size	0.84 x 0.99 in./21.30 x 25.13 mm
Image Area	0.71 x 0.82 in./18.02 x 20.81 mm
Full Pane Size:	4.95 x 5.04 in./125.63 x 127.92 mm
Plate Number:	"P" followed by one single digit
Marginal Markings:	"© USPS 1997" • Position Diagram • Plate Numbers • Price

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

INFORMATION FULFILLMENT
DEPT 6270
US POSTAL SERVICE
PO BOX 419014
KANSAS CITY MO 64141-6014

or by telephoning 1 800 STAMP-24.

First day covers remain on sale for at least 1 year after the stamp's issuance.

Distribution

All stamp distribution offices (SDOs) and stamp distribution networks (SDNs) will receive approximately one-quarter their standard quantities for a 20-stamps-per-pane issue, rounded to the nearest master carton size (100,000 stamps).

Initial Supply

The Minneapolis Information System Service Center will not use Form 3309, *Advice of Shipment/Stamp Invoice*, to distribute this commemorative stamp. To obtain initial quantities of this stamp, post offices must immediately submit Form 17, *Stamp Requisition*, to their designated SDOs or SDNs.

SDOs and SDNs must not distribute stamps to post offices before July 10, 1998.

Additional Supply

Accountable paper depositories (APDs) will not receive stamps for filling supplemental orders. Post offices requiring additional stamps must requisition them from their designated SDO or SDN on a separate Form 17, *Stamp Requisition*.

Philatelic Requirement

SDOs and SDNs with authorized philatelic centers will receive **approximately one-half** their automatic distributions of this stamp in six positions for subsequent distributions to each center:

Offices That Service This Many Philatelic Windows	Will Receive These Quantities of <i>Lila and DeWitt Wallace</i> Definitive Stamps
1	12,000
2	16,000
3	32,000
4	32,000
6	100,000
12	100,000
20	200,000

—Stamp Services, Marketing, 6-18-98

WATERFOWL SURVEY

Migratory Waterfowl Survey — Duck Stamps

The Postal Service is again helping the Fish and Wildlife Service, Department of the Interior, conduct its annual survey to measure the harvest of migratory waterfowl during the coming hunting season. Not all post offices will participate in the survey, but certain randomly selected post offices, stations, and branches will.

The Department of the Interior will send the materials directly to the postmaster or to the selected stations and branches of some larger post offices, after notifying the postmaster. Only the selected units may distribute the Federal Duck Stamp Cards.

Each shipment includes:

1. Federal Duck Stamp Cards for the hunter's name and address.
2. Instructions for window personnel.
3. Acknowledgment postcard (Fish and Wildlife Service Form M. S. 7).

Managers should:

1. Inform employees of survey instructions.
2. Acknowledge receipt of the materials using enclosed postcard (Fish and Wildlife Service Form M. S. 7).

Window personnel should:

1. Give a Federal Duck Stamp Card to all purchasers of Migratory Bird Hunting and Conservation (Duck) stamps, including collectors and non-hunters, at the time of purchase.
2. Ask the customer to fill in the name and address portion and return the card to the window clerk for mailing. The customer detaches and keeps the stub (hunting diary) portion of the card to record daily hunting activity.
3. If customers purchase stamps for resale or for distribution to other hunters, give them one instruction sheet and a name and address card for each stamp. Ask them to request the actual stamp recipient to fill in, detach, and mail the business reply portion of the card without delay. Stamp collectors should receive only one card.

Customer participation is voluntary but essential to the survey's success. The cooperation of all postmasters, managers, and window personnel involved is appreciated.

—Stamp Services, Marketing, 6-18-98

STAMP DISTRIBUTION

Distribution — Migratory Bird Hunting and Conservation Stamp

The \$15 Migratory Bird Hunting and Conservation stamp for the 1998–1999 hunting season goes on sale nationwide, July 1, 1998, and will remain on sale through June 30, 1999. The Department of the Interior will formally issue the stamp at the National Postal Museum in Washington, DC, on July 1, 1998.

For the first time, the Migratory Bird Hunting and Conservation stamp will be issued in two formats — the traditional gummed version and a new “Self-Adhesive Federal Duck Stamp Single.” The stamp size of this new version is the same size as the gummed version. This single self-adhesive stamp can be peeled from its carrier sheet which is the size of U.S. paper currency and fits easily in cash drawers. **Postmasters should order enough of Item 3320 to meet the expected appreciable demand for this new item by stamp collectors and the general public.**

Distribution

Post Offices. To allow postmasters to order the 1998–1999 stamp in quantities closely corresponding to customer demand, the minimum ordering quantity is five stamps for both formats. However, when practical, postmasters should order full panes of 30 stamps for the gummed version. Postmasters should review their records to determine the average number of Migratory Bird and Conservation stamps previously sold and use this information to determine the appropriate number of the 1998–1999 stamps to requisition, rounded up to multiples of five or 30 stamps.

Postmasters must immediately send a separate Form 17, *Stamp Requisition*, to their SDOs for enough Item 3320, Migratory Bird Hunting and Conservation stamps, self-adhesive, and/or item 3329, gummed version, to last until February 28, 1999. If the initial supply is exhausted before February 28, 1999, postmasters must requisition an additional supply. Postmasters with philatelic centers should order and have available both formats to meet philatelic demand.

Postmasters must order and ensure that Migratory Bird Hunting and Conservation stamps are available to meet public demand.

Stamp Distribution Offices. Stamp distribution offices (SDOs) must review their inventory records for past issues and postmasters' requisitions for the 1997–1998 Migratory Bird and Conservation stamps to determine the quantity needed of the 1998–1999 Migratory Bird stamps.

SDOs requiring self-adhesive stamps, Item 3320, or gummed stamps, Item 3329, in bulk quantities, should requisition them from the Bureau of Engraving and Printing using Form 3356, *Stamp Requisition — Bulk Quantities*. Order Item 3320, self-adhesive stamps in quantities of 1,000; 2,000; 3,000; 4,000; and 8,800 stamps and in multiples of 8,800 to a maximum of 44,000 stamps per requisition. Order Item 3329, gummed stamps in quantities of 3,000; 6,000; 9,000; 12,000; 15,000; 30,000; 45,000; 60,000; and 75,000 stamps and in multiples of 75,000 to a maximum of 675,000 stamps per requisition.

SDOs requiring fewer than 3,000 gummed or 1,000 self-adhesive stamps must send Form 17 to their accountable paper depository.

Hunting Regulations Pamphlets

The Department of the Interior does not automatically distribute pamphlets on hunting regulations because migratory game bird laws vary by state. Direct any inquiries about hunting regulations of the state wildlife agency or local areas of the U.S. Fish and Wildlife Service to:

FEDERAL DUCK STAMP OFFICE
1849 C ST NW STE 2058
WASHINGTON DC 20240-0002

Poster 3-124, *Attention Waterfowlers* (July 1992), is no longer available.

—Stamp Services, Marketing, 6-18-98

Pictorial Cancellations Announcement 98-12

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

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

All requests must include a stamped envelope or postcard bearing at least the minimum First-Class Mail postage (32 cents per envelope or 20 cents per postcard). Items

submitted for cancellation may not include postage issued after the date of the requested cancellation. Such items will be returned unserved.

Customers wishing to obtain a cancellation 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 CANCELLATIONS, followed by the NAME OF THE STATION, ADDRESS, CITY, STATE, ZIP + 4 CODE, exactly as listed below (using all capitals and no punctuation, except the hyphen in the ZIP + 4 code).

After applying the pictorial cancellation, the Postal Service returns the envelope or postcard through the mail. Customers who want their serviced item returned under protected cover should include a larger, stamped, self addressed envelope.



PUT YOUR STAMP
ON HISTORY
1 9 2 0



June 3, 1998

Wichita Falls Post Office

CELEBRATE THE CENTURY
POSTMASTER
1000 LAMAR
WICHITA FALLS TX 76301-9998

Lubbock Post Office

CELEBRATE THE CENTURY
POSTMASTER
411 AVE L
LUBBOCK TX 79408-9998

Burleson Post Office

CELEBRATE THE CENTURY
POSTMASTER
232 SW JOHNSON AVE
BURLESON TX 76028-9998

Mineral Wells Post Office

CELEBRATE THE CENTURY
POSTMASTER
200 SW 1ST AVE
MINERAL WELLS TX 76067-9998

Hurst Post Office

CELEBRATE THE CENTURY
POSTMASTER
825 PRECINCT LINE RD
HURST TX 76053-9998

Granbury Post Office

CELEBRATE THE CENTURY
POSTMASTER
530 N CROCKETT
GRANBURY TX 76048-9998

Arlington Post Office

CELEBRATE THE CENTURY
POSTMASTER
300 E SOUTH ST
ARLINGTON TX 76004-9998

Cross Plains Post Office

CELEBRATE THE CENTURY
POSTMASTER
101 AVE D
CROSS PLAINS TX 76443-9998

Grapevine Post Office

CELEBRATE THE CENTURY
POSTMASTER
1251 WILLIAM D TATE AVE
GRAPEVINE TX 76051-9998

Weatherford Post Office

CELEBRATE THE CENTURY
POSTMASTER
1145 SANTA FE DR
WEATHERFORD TX 76086-9998

Fort Worth Post Office

CELEBRATE THE CENTURY
POSTMASTER
4600 MARK IV PARKWAY
FORTH WORTH TX 76161-9998

Azle Post Office

CELEBRATE THE CENTURY
POSTMASTER
409 COMMERCE ST
AZLE TX 76020-9998

Denton Post Office

CELEBRATE THE CENTURY
POSTMASTER
101 E MCKINNEY ST
DENTON TX 76201-9998

Mansfield Post Office

CELEBRATE THE CENTURY
POSTMASTER
301 S MAIN
MANSFIELD TX 76063-9998

Roanoke Post Office

CELEBRATE THE CENTURY
POSTMASTER
516 E HIGHWAY 114
ROANOKE TX 76262-9998

Bedford Post Office

CELEBRATE THE CENTURY
POSTMASTER
1300 HARWOOD
BEDFORD TX 76021-9998

Borger Post Office

CELEBRATE THE CENTURY
POSTMASTER
500 S MCGEE ST
BORGER TX 79007-9998

Colleyville Post Office

CELEBRATE THE CENTURY
POSTMASTER
1501 HALL JOHNSON RD
COLLEYVILLE TX 76034-9998

Idalou Post Office

CELEBRATE THE CENTURY
POSTMASTER
311 MAIN
IDALOU TX 79329-9998

Acton Post Office

CELEBRATE THE CENTURY
POSTMASTER
5561 N GATE
ACTON TX 76049-9998

Eules Post Office

CELEBRATE THE CENTURY
POSTMASTER
210 N ECTOR DR
EULESS TX 76039-9998

Amarillo Post Office

CELEBRATE THE CENTURY
POSTMASTER
2301 ROSS
AMARILLO TX 79120-9998

San Angelo Post Office

CELEBRATE THE CENTURY
POSTMASTER
1 N BRYANT AVE
SAN ANGELO TX 76901-9998

Crowley Post Office

CELEBRATE THE CENTURY
POSTMASTER
200 S CROWLEY RD
CROWLEY TX 76036-9998

Abilene Post Office


CELEBRATE THE CENTURY
POSTMASTER
341 PINE
ABILENE TX 79604-9998

Cleburne Post Office

CELEBRATE THE CENTURY
POSTMASTER
201 FAIRCREST DR
CLEBURNE TX 76031-9998

Midlothian Post Office

CELEBRATE THE CENTURY
POSTMASTER
301 W AVE F
MIDLOTHIAN TX 76065-9998



Warren, IL 61087
JUN 20 1998


STAGECOACH TRAIL FESTIVAL STATION
POSTMASTER
PO BOX 9998
WARREN IL 61087-9998

STAGECOACH TRAIL FESTIVAL STATION
POSTMASTER
PO BOX 9998
NORA IL 61059-9998

STAGECOACH TRAIL FESTIVAL STATION
POSTMASTER
PO BOX 9998
LENA IL 61048-9998

STAGECOACH TRAIL FESTIVAL STATION
POSTMASTER
PO BOX 9998
APPLE RIVER IL 61001-9998

STAGECOACH TRAIL FESTIVAL STATION
POSTMASTER
PO BOX 9998
SCALES MOUND IL 61075-9998



1848-1998
WISCONSIN
CELEBRATE 150 Years

AQUA FEST STATION
JUNE 21, 1998
RICE LAKE WI 54868-9998

ALMENA FAMILY FUN DAY STATION
POSTMASTER
PO BOX 9998
ALMENA WI 54805-9998

SESQUICENTENNIAL STATION
POSTMASTER
PO BOX 9998
BRULE WI 54820-9998

FAMILY DAYS STATION
POSTMASTER
PO BOX 9998
FREDERIC WI 54837-9998


SESQUICENTENNIAL STATION
POSTMASTER
PO BOX 9998
LA POINTE WI 54850-9998

BARRON FARM \$ FEATHER FEST STATION
POSTMASTER
PO BOX 9998
BARRON WI 54812-9900

SESQUICENTENNIAL STATION
POSTMASTER
PO BOX 9998
COMSTOCK WI 54826-9998

WAGON TRAIN SESQUICENTENNIAL STATION
POSTMASTER
PO BOX 9998
STOCKBRIDGE WI 53088-9998

U.S.S. LITTLE DD 803
Sunk by Kamikazes May 3-1945



14th Annual Reunion Station
Tualatin, OR 97062-June 5th 1998

June 5, 1998
USS Little DD 803 Reunion #14
Committee
POSTMASTER
19190 SW 90TH AVE
TUALATIN OR 97062-9998



Firemen's Convention
June 6, 1998
Maytown, PA
17550

CONVENTION STATION

June 6, 1998
FIREMEN'S CONVENTION STATION
POSTMASTER
1 W HIGH ST
MAYTOWN PA 17550-9998



HEARTLAND STA _____
COLBY KS 67701 _____
JUNE 6, 1998 _____

June 5, 1998
HEARTLAND STATION
POSTMASTER
535 N COURT AVE
COLBY KS 67701-9998



June 6, 1998
SPECTOR'S THE DRY GOODS STORE
STATION
POSTMASTER
15924 MAIN ST
PO BOX 9998
MT EATON OH 44659-9998



**GARVIN COUNTY
RELAY FOR LIFE
STATION**
PAULS VALLEY, OK 73075
JUNE 5, 1998

June 5, 1998
GARVIN COUNTRY RELAY
FOR LIFE STATION
POSTMASTER
120 W PAUL AVE
PAULS VALLEY OK 73075-9998



June 6, 1998
Milk Route Convention
THE MILK ROUTE CONVENTION STATION
POSTMASTER
PO BOX 9998
GRANTVILLE PA 17028-9998



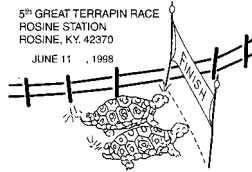
June 6, 1998
The Rose Festival Association
 GRAND FLORAL PARADE STATION
 POSTMASTER
 715 NW HOYT ST
 PORTLAND OR 97208-9998

June 11, 1998
 NEW YORK STATE ASSOCIATION
 OF FIRE CHIEFS STATION
 POSTMASTER
 PO BOX 9211
 SYRACUSE NY 13209-9211

(ARTWORK UNAVAILABLE)



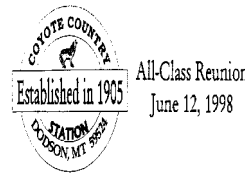
June 6 & 7, 1998
Jefferson Davis State Historic Site
 JEFFERSON DAVIS BIRTHPLACE
 STATION
 POSTMASTER
 PO BOX 9998
 FAIRVIEW KY 42221-9998



June 11-13, 1998
Rosine Community Park Corporate Agent
 5TH GREAT TERRAPIN
 RACE ROSINE STATION
 POSTMASTER
 PO BOX 9998
 ROSINE KY 42370-9998



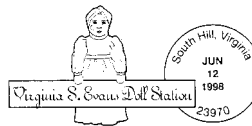
June 8, 1998
 MILITARY ROAD SESQUICENTENNIAL
 WAGON TRAIN STATION
 POSTMASTER
 PO BOX 9998
 KINGSTON WI 53939-9998



June 12, 1998
Dodson, MT
 COYOTE COUNTRY STATION
 POSTMASTER
 PO BOX 9998
 DODSON MT 59524-9998



June 8, 1998
 DALTON STATION
 POSTMASTER
 PO BOX 9998
 DALTON WI 53926-9998



June 12, 1998
 VIRGINIA S EVANS DOLL STATION
 POSTMASTER
 216 E FERRELL ST
 SOUTH HILL VA 23970-9998



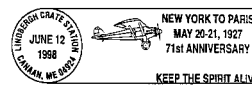
June 9, 1998
 OLD MILITARY ROAD STATION
 POSTMASTER
 PO BOX 9998
 BRANDON WI 53919-9998



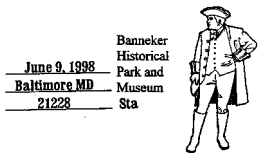
June 12, 1998
 SUPERMAN CELEBRATION STATION
 POSTMASTER
 PO BOX 9998
 METROPOLIS IL 62360-9998



June 9, 1998
 200TH ANNIVERSARY STATION
 POSTMASTER
 ROUTE 6
 WELLFLEET MA 02667-9998



June 12, 1998
 LINDBERGH CRATE STATION
 POSTMASTER
 PO BOX 9998
 CANAAN ME 04924-9998



June 10, 1998
 BANNEKER HISTORICAL PARK &
 MUSEUM STATION
 POSTMASTER
 900 EAST FAYETTE ST
 BALTIMORE MD 21233-9715



June 12, 1998
 KNIGHT STATION
 POSTMASTER
 1500 13TH ST
 BREMERTON WA 98337-9998



June 10-16, 1998
 BASE STATION
 POSTMASTER
 301 E BOARDWALK
 FORT COLLINS CO 80525-9998



June 12, 1998
 CATRON COUNTY HERITAGE FESTIVAL
 STATION
 POSTMASTER
 PO BOX 9998
 BALKE STREET, LOT 7
 RESERVE NM 87830-9998



June 12, 1998
 CATRON COUNTY HERITAGE FESTIVAL STATION
 POSTMASTER
 PO BOX 9998
 HIGHWAY 180 & STRUAT ST
 LUNA NM 87824-9998

50th Anniversary Station
 June 13, 1998
 Strum WI 54770



June 13, 1998
 50TH ANNIVERSARY STATION
 POSTMASTER
 PO BOX 9998
 STRUM WI 54770-9998



June 12, 1998
 MARKESAN STATION
 POSTMASTER
 PO BOX 9998
 MARKESAN WI 53946-9998

(ARTWORK UNAVAILABLE)

June 13, 1998
 PREHISTORIC ZOO STATION
 POSTMASTER
 2000 ROYAL OAKS DRIVE
 SACRAMENTO CA 95813-9998



June 12 & 13 1998
 METROPOLIS SUPERMAN CELEBRATION
 POSTMASTER
 MAIN POST OFFICE
 METROPOLIS IL 62960-9998



June 13, 1998
 SYLVESTER & TWEETY STATION
 POSTMASTER
 PO BOX 9998
 DULUTH MN 55803-9998

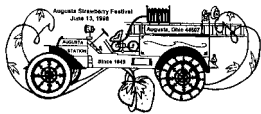
"Journey into the Past" Station
 June 12, 1998
 Billings, Montana 59101



June 12 & 13 1998
 Billings Gem and Mineral Club
 JOURNEY INTO THE PAST STATION
 POSTMASTER
 841 S 26TH ST
 BILLINGS MT 59101-9614



June 13, 1998
 MISSOURI PEN PAL STATION
 POSTMASTER
 MAIN POST OFFICE
 MIAMI MO 65344-9998



June 12 & 13, 1998
 Augusta Volunteer Fire Department
 AUGUSTA STATION
 POSTMASTER
 PO BOX 9998
 AUGUSTA OH 46607-9998



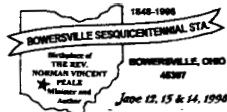
June 13, 1998
 FLAG DAY STATION
 POSTMASTER
 PO BOX 9998
 ALTAMONT KS 67330-9998



June 12-14 1998
 Postmaster-Montgomery TX
 OLD WEST FESTIVAL STATION
 POSTMASTER
 903 EVA ST
 MONTGOMERY TX 77356-9998



June 13, 1998
 MISSOURI SAN LUIS REY STATION
 POSTMASTER
 211 BROOKS ST
 OCEANSIDE CA 92054-9998



June 12-14 1998
 BOWERSVILLE SESQUICENTENNIAL STATION
 POSTMASTER
 3180 MAYSVILLE ST
 BOWERSVILLE OH 45307-9998



June 13, 1998
 Roosevelt Post Office
 ROOSEVELT CENTENNIAL STATION
 POSTMASTER
 PO BOX 9998
 ROOSEVELT TX 76874-9998



June 12-20, 1998
 OK MOZART INTERNATIONAL FESTIVAL STATION
 POSTMASTER
 615 SW JENNINGS
 BARTLESVILLE OK 74003-9998



June 13, 1998
 WI SESQUICENTENNIAL STATION
 POSTMASTER
 PO BOX 9998
 PRAIRIE DU SAC WI 53578-9998



June 13, 1998
WI SESQUICENTENNIAL STATION
POSTMASTER
PO BOX 9998
SAUK CITY WI 53583-9998



"An Inventor's World"
41st Annual
Minnesota
Inventors Congress
June 13, 1998
Redwood Valley School • Redwood Falls, MN 56283

June 13, 1998
REDWOOD VALLEY SCHOOL STATION
POSTMASTER
PO BOX 9998
REDWOOD FALLS MN 56283-9998



June 13, 1998
WHEELFEST STATION
POSTMASTER
1658 LAKE RD
HAMLIN NY 14464-9998



June 13, 1998
EXHIBITION STATION
POSTMASTER
PO BOX 9998
NEKOOSA WI 54451-9998



75th Anniversary - 1923-1998
Indian Boarding School Gymnasium
Fort Totten State Historic Site
June 13, 1998 • Fort Totten ND 58335

June 13, 1998
FORT TOTTEN STATE
HISTORIC SITE STATION
POSTMASTER
PO BOX 9998
FORT TOTTEN ND 58335-9998

(ARTWORK UNAVAILABLE)

June 13, 1998
REUNION STATION
POSTMASTER
PO BOX 9998
FOREST HILL WV 24935-9998

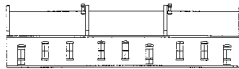


150th Anniversary - 1868-1998
Fort Totten Communitary Storehouse - Indian Boarding School Shop
Fort Totten State Historic Site
June 13, 1998 • Fort Totten ND 58335

June 13, 1998
FORT TOTTEN STATE
HISTORIC SITE STATION
POSTMASTER
PO BOX 9998
FORT TOTTEN ND 58335-9998

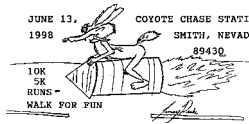


June 13, 1998
NEWARKFEST STATION
POSTMASTER
300 S MAIN ST
NEWARK NY 14513-9998



130th Anniversary - 1868-1998
Fort Totten Quartermaster's Storehouse
Indian Boarding School Bakery/Laundry/Harness Shop
Fort Totten State Historic Site
June 13, 1998 • Fort Totten ND 58335

June 13, 1998
FORT TOTTEN STATE
HISTORIC SITE STATION
POSTMASTER
PO BOX 9998
FORT TOTTEN ND 58335-9998



June 13, 1998
Beta Sigma Phi
COYOTE CHASE STATION
POSTMASTER
2306 STATE HWY 208
SMITH NV 89430-9998



Dryden Dairy Day
Station
June 13, 1998
Dryden, NY 13053

June 13, 1998
DRYDEN DAIRY DAY STATION
POSTMASTER
PO BOX 9998
DRYDEN NY 13053-9998



June 13, 1998
TREMPEALEAU COUNTY STATION
POSTMASTER
PO BOX 9998
STRUM WI 54770-9998



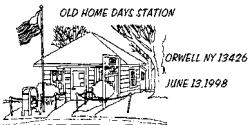
Cesky Den Station
Hillsboro Wisconsin 54634
June 13 1998
GREEN CAPITAL OF WISCONSIN

June 13, 1998
CESKY DEN STATION
POSTMASTER
PO BOX 9998
HILLSBORO WI 54634-9998



SPARTA STATION
JUNE 13, 1998
SPARTA, WI 54656

June 13, 1998
SPARTA STATION
POSTMASTER
PO BOX 9998
SPARTA WI 54656-9998



June 13, 1998
OLD HOME DAYS STATION
POSTMASTER
PO BOX 9998
ORWELL NY 13426-9998



June 13, 1998
HISTORICAL SOCIETY STATION
POSTMASTER
PO BOX 9998
STANLEY WI 54768-9998



June 13, 1998
ROY ORBISON DAY STATION
 WINK, TEXAS 79789
 JUNE 13, 1998
 ROY ORBISON DAY STATION
 POSTMASTER
 3 RD LANGLEY & CROSS STS
 WINK TX 79789-9998



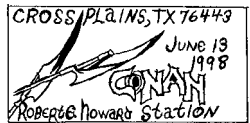
June 13 & 14, 1998
DALE & MARTHA HAWK MUSEUM STATION
 POSTMASTER
 PO BOX 9998
 WOLFORD ND 58385-9998



June 13, 1998
TRACTOR STATION
 POSTMASTER
 500 N MAIN ST
 CHARLES CITY IA 50616-9998



June 13 & 14, 1998
Valley Art Center
ART BY THE FALLS STATION 1998
 POSTMASTER
 160 E WASHINGTON
 CHAGRIN FALLS OH 44022-9998



June 13, 1998
Project Pride/Cross Plains TX
ROBERT HOWARD STATION
 POSTMASTER
 101 AVE D
 CROSS PLAINS TX 76443-9998



June 13-22, 1998
NMLRA STATION
 POSTMASTER
 5918 EAST MAIN ST
 FRIENDSHIP IN 47021-9998



June 13, 1998
VERPEX STATION
 POSTMASTER
 11 ELMWOOD AVE
 BURLINGTON VT 05401-9998



June 14, 1998
HISTORIC LYME VILLAGE STATION
 POSTMASTER
 PO BOX 9998
 FLAT ROCK OH 44828-9998



June 13, 1998
BICENTENNIAL STATION
 BURTON, OH 44021
 JUNE 13, 1998
 BURTON POST OFFICE
 POSTMASTER
 14527 MAIN ST
 BURTON OH 44021-9998



June 14, 1998
The Arts Council
SUNDAY IN THE PARK STATION
 POSTMASTER
 101 S CENTER ST
 CORRY PA 16401-9998



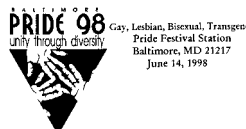
June 13, 1998
SESQUICENTENNIAL STATION
 POSTMASTER
 391 W FIRST ST
 OSWEGO NY 13126-9998



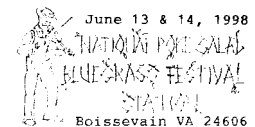
June 14, 1998
FLAG DAY STATION
 POSTMASTER
 900 E FAYETTE ST
 BALTIMORE MD 21233-9715



June 13, 1998
ANNIVERSARY STATION
 POSTMASTER
 PO BOX 9998
 FABIUS NY 13063-9998



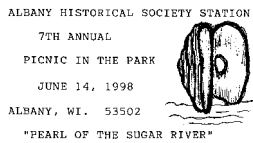
June 14, 1998
PRIDE FESTIVAL STATION
 POSTMASTER
 900 E FAYETTE ST
 BALTIMORE MD 21233-9715



June 13 & 14, 1998
NATIONAL POKE SALAD BLUEGRASS FESTIVAL STATION
 POSTMASTER
 MAIN ST
 BOISSEVAIN VA 24606-9998



June 14, 1998
FLAG DAY STATION
 POSTMASTER
 201 HIGH ST NE
 WARREN OH 44481-9998



June 14, 1998
 ALBANY HISTORICAL SOCIETY STATION
 POSTMASTER
 PO BOX 9998
 ALBANY WI 53502-9998



June 17, 1998
 POSTMASTER STATION
 POSTMASTER
 PO BOX 9998
 EVANSTON WY 82930-9998



June 14, 1998
 INDUCTION STATION
 POSTMASTER
 118 S PETERBORO ST
 CANASTOTA NY 13032-9998



June 17-20, 1998
Snyder Chamber of Commerce
 LEGENDS OF WESTERN MUSIC
 FESTIVAL STATION
 POSTMASTER
 2312 AVENUE R
 SNYDER TX 79549-9998



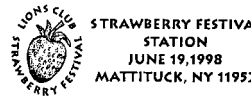
June 14-21, 1998
Laconia Motorcycle Rally and Race Week Association
 LACONIA MOTORCYCLE RALLY
 AND RACE WEEK STATION
 POSTMASTER
 33 CHURCH ST
 LACONIA NH 03246-9998



June 18-20, 1998
 50TH ANNIVERSARY STATION
 POSTMASTER
 PO BOX 9998
 MILWAUKEE WI 53203-9998



June 15, 1998
 CAPSER STATION
 POSTMASTER
 PO BOX 9998
 LA POINTE WI 54850-9998



June 19, 1998
 STRAWBERRY FESTIVAL STATION
 POSTMASTER
 PO BOX 9998
 MATTITUCK NY 11952-9998



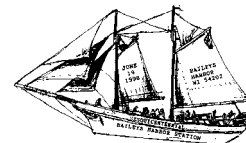
June 15-17, 1998
Kentucky Chapter of NAPUS
 CONVENTION STATION
 POSTMASTER
 PO BOX 31905
 LOUISVILLE KY 40231-9998



June 19 & 20, 1998
Appalachian Wagon Train Assoc. Inc.
 SALISBURY DAYS STATION
 POSTMASTER
 PO BOX 9998
 SALISBURY PA 15558-9998



June 16, 1998
 GALA STATION
 POSTMASTER
 29 JAY STREET
 SCHENECTADY NY 12305-9998



June 19-21, 1998
 BAILEYS HARBOR STATION
 POSTMASTER
 40 MONTGOMERY ST
 BAILEYS HARBOR WI 54202-9998



June 16, 1998
 KOREAN STATION
 POSTMASTER
 40 MONTGOMERY ST
 PAWTUCKET RI 02860-9998



June 19, 1998
 TRANS-MISSISSIPPI EXPOSITION
 STATION
 POSTMASTER
 PO BOX 9998
 OMAHA NE 68102-9998



June 16-21, 1998
 STEAMBOAT DAYS STATION
 POSTMASTER
 300 N MAIN ST
 BURLINGTON IA 52601-9998



June 20, 1998
 CAT COLLECTORS CONVENTION
 STATION
 POSTMASTER
 2300 DULLES CORNER BLVD
 HERNDON VA 20171-9998

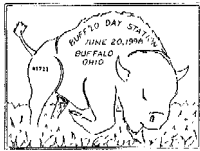


Third Annual
Fountain Festival Station
June 20, 1998
Newville, PA 17241-9998

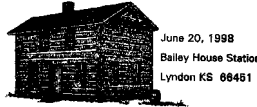
June 20, 1998
Fountain Festival Committee
FOUNTAIN FESTIVAL STATION
POSTMASTER
PO BOX 9998
NEWVILLE PA 17241-9998



June 20, 1998
ABA XVII STATION
A TOAST TO
WISCONSIN
150 YEARS OF STATEHOOD
1848-1998
ABA
AMERICAN GRAPHIC ARTISTS ASSOCIATION
ABA XVII STATION
POSTMASTER
PO BOX 9998
EAU CLAIRE WI 54703-9998



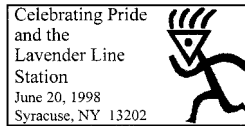
June 20, 1998
BUFFALO DAY STATION
POSTMASTER
11985 CLAY PIKE RD
BUFFALO OH 43722-9998



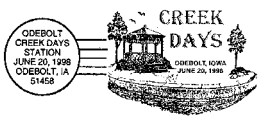
June 20, 1998
Bailey House Station
Lyndon KS 66451
BAILEY HOUSE STATION
POSTMASTER
PO BOX 9998
LYNDON KS 66451-9998



June 20, 1998
BLUEBERRY
FESTIVAL STATION
JUNE 20, 1998
BREWTON, AL 36426
BLUEBERRY FESTIVAL STATION
POSTMASTER
323 BELLEVILLE AVE
BREWTON AL 36426-9998



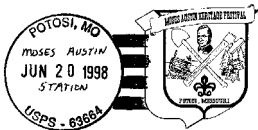
June 20, 1998
CELEBRATING PRIDE AND THE
LAVENDER LINE STATION
POSTMASTER
5640 EAST TAFT RD
SYRACUSE NY 13220-9998



June 20, 1998
CREEK
DAYS
ODEBOLT IA 51458
ODEBOLT IA 51458
CREEK DAYS STATION
POSTMASTER
PO BOX 9998
ODEBOLT IA 51458-9998



June 20, 1998
CENTENNIAL STATION
POSTMASTER
210 STATE AVE S
PO BOX 9998
CRYSTAL LAKE IA 50432-9998



June 20, 1998
MOSES AUSTIN STATION
POSTMASTER
103 LAUREL ST
POTOSI MO 63664-9998



June 20, 1998
WESTERN HO STATION
POSTMASTER
525 W OKMUGEE ST
MUSKOGEE OK 74401-9998



June 20, 1998
Park Seed Station
June 20, 1998
Greenwood, SC 29647
PARK SEED STATION
POSTMASTER
202 MAGNOLIA ST
GREENWOOD SC 29646-9998



June 20, 1998
FINLEY I. T. SCHOOL CELEBRATION
STATION
POSTMASTER
300 MAIN HWY 271 N
FINLEY OK 74543-9998



June 20, 1998
50th
ANNIVERSARY
CZECH DAYS STATION
TABOR SD 57063
CZECH DAYS STATION
POSTMASTER
PO BOX 9998
TABOR SD 57063-9998



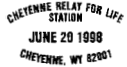
June 20, 1998
Greenville Town Festival Committee
GREENVILLE STATION
POSTMASTER
PO BOX 9998
GREENVILLE IN 47124-9998

(ARTWORK UNAVAILABLE)

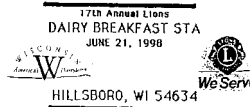
June 20, 1998
AIR RACE CLASSIC STATION
POSTMASTER
120 SOUTH FEDERAL PLACE
SANTE FE NM 87501-9998



June 20, 1998
Greenville Town Festival Committee
ST CHRISTOPHER COUNCIL STATION
POSTMASTER
11151 VALLEY BLVD
EL MONTE CA 91734-9998



June 20, 1998
 CHEYENNE RELAY FOR LIFE STATION
 POSTMASTER
 4800 CONVERSE AVE
 CHEYENNE WY 82009-9998



June 21, 1998
 DAIRY BREAKFAST STATION
 POSTMASTER
 PO BOX 9998
 HILLSBORO WI 54634-9998



June 20, 1998
 ZIP CODE DAY
 POSTMASTER
 PO BOX 9998
 WRIGHTS IL 62098-9998



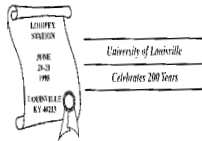
June 21, 1998
 NORTH PLATTE STATION
 POSTMASTER
 PO BOX 9998
 NORTH PLATTE NE 69101-9998



June 20, 1998
 HOLLYWOOD LEGEND STATION
 POSTMASTER
 11142 S LAKE ST
 PAVILION NY 14525-9998



June 21, 1998
 CROCKER ART MUSEUM STATION
 POSTMASTER
 2000 ROYAL OAKS DR
 SACRAMENTO CA 95813-9998



June 20 & 21, 1998
 LOUIPEX STATION
 POSTMASTER
 PO BOX 31905
 LOUISVILLE KY 40231-9905



June 21-25, 1998
 The Greater Wildwoods Tourism
 Improvement and Development Authority
 NATIONAL MARBLES TOURNAMENT
 STATION
 POSTMASTER
 3311 ATLANTIC AVE
 WILDWOOD NJ 08260-9998



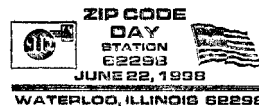
June 20-21 and 27-28, 1998
 AMERICAN FOLKWAYS FESTIVAL
 STATION
 POSTMASTER
 PO BOX 9998
 CLINTONVILLE PA 16372-9998



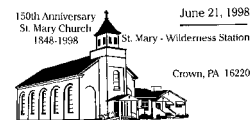
June 22, 1998
 JAMES HENRY LANES TRAIL —
 UNDERGROUND RAILROAD STATION
 POSTMASTER
 424 S KANSAS AVE
 TOPEKA KS 66603-9611



June 21, 1998
 ANNUAL GAS-UP STATION
 POSTMASTER
 162 NORTH MAIN ST
 SCHOHARIE NY 12157-9998



June 22, 1998
 ZIP CODE DAY STATION 62298
 POSTMASTER
 MAIN POST OFFICE
 WATERLOO IL 62298-9998



June 21, 1998
 St. Marys Church
 ST MARYS-WILDERNESS STATION
 POSTMASTER
 PO BOX 9998
 CROWN PA 16220-9998



June 22, 1998
 CENTENNIAL STATION
 POSTMASTER
 PO BOX 9998
 100 WILSON AVE
 MILLS NM 87730-9998

Special Cancellation Die Hubs

Postmasters and plant managers who have any of the special cancellation die hubs listed below may use them for the periods designated. At the end of the period, these die hubs must be withdrawn and stored. Postmasters and plant managers who do not have these special die hubs may not request them from the sponsors.

Cancellation	Period of Use
Only You Can Prevent Forest Fires	April 1–Oct. 31
Goodwill Industries, Our Business Works for Disabled People	May 1–June 30
Conquer Cystic Fibrosis	Sept. 1–Sept. 30
Peace Corps Anniversary, Making a Difference	Sept. 1–Oct. 31
Employ People With Disabilities	Sept. 1–Nov. 30
Give, the United Way	Sept. 15–Oct. 31
Learn About Lupus, October, Lupus Awareness Month	Oct. 1–Oct. 31
Radon Action Week	Oct. 1–Oct. 31
Support Infection Control Week	Oct. 1–Nov. 30
National Adoption Month	Nov. 1–Nov. 30
Military Families Recognition Day	Nov. 1–Nov. 30
National Philanthropy Day, Love of Humankind	Nov. 1–Nov. 30
Help Retarded Children	Nov. 1–Nov. 30
Use Christmas Seals, Support Your Lung Association	Nov. 8–Dec. 31
Support American Education Week	Nov. 10–Nov. 30
Autistic Children, Hope Through Research and Education	Dec. 1–Dec. 31

—Business Mail Acceptance, Marketing Systems, 6-18-98

Post Offices

Post Office Changes Number 98-10

Old/ New	Finance No.	ZIP Code	State	P.O. Name	County/ Parish	Station/Branch/ Unit	Unit Type	Effective Date	Comments
Old	01-5520	36760	AL	Millers Ferry	Wilcox	Main Office	Post Office	1/10/98	Post office and ZIP Code discontinued. Establish a place name. Millers Ferry AL becomes an acceptable last line for use with ZIP Code 36726.
New	01-1350	36726	AL	Camden	Wilcox	Millers Ferry	Place Name	1/10/98	
Old	36-4272	27848	NC	Lasker	Northampton	Main Office	Post Office	10/4/97	Post office and ZIP Code discontinued. Establish a place name. Lasker NC becomes an acceptable last line for use with ZIP Code 27845.
New	36-3896	27845	NC	Jackson	Northampton	Lasker	Place Name	10/4/97	
Old	35-5040	14756	NY	Maple Springs	Chatauqua	Main Office	Post Office	1/24/98	Post office discontinued. Retain ZIP Code. Establish a community post office. Use Maple Springs NY 14756 as last line of address.
New	35-2225	14756	NY	Dewittville	Chatauqua	Maple Springs	Community Post Office	1/24/98	
Old	47-4356	37346	TN	Isabella	Polk	Main Office	Post Office	3/11/98	Post office and ZIP Code discontinued. Establish a place name. Isabella TN becomes an acceptable last line for use with ZIP Code 37317.
New	47-1932	37317	TN	Copperhill	Polk	Isabella	Place Name	3/11/98	
Old	51-9180	22568	VA	Locust Grove	Orange	Mine Run	Community Post Office	11/16/96	Community post office and ZIP Code discontinued. Establish a place name. Mine Run VA becomes an acceptable last line for use with ZIP Code 22508.
New	51-5244	22508	VA	Locust Grove	Orange	Mine Run	Place Name	11/16/96	

—Address Management, Operations Support, 6-18-98

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This office
will be closed
Saturday,
July 4, 1998,
to celebrate
Independence Day.

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This office
will be closed
Saturday,
July 4, 1998,
to celebrate
Independence Day.

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Postal Employees

FERS OPPORTUNITY

1998 FERS One-Time Election Opportunity

Beginning July 1 and ending December 31, 1998, employees covered by the Civil Service Retirement System (CSRS), including those in CSRS Offset, have a one-time election opportunity to transfer to the Federal Employees Retirement System (FERS). The following information should assist personnel services offices in conducting this election opportunity.

Eligibility — CSRS and CSRS Offset Employees

FERS Transfer

Employees covered by CSRS, including those in CSRS Offset, have a one-time election opportunity to transfer to FERS. This opportunity begins July 1 and ends December 31, 1998. **It is highly likely that this will be the last opportunity for these employees to elect FERS. An employee who transfers to FERS cannot reverse the decision.**

TSP Election

Employees who elect to transfer to FERS during this one-time election opportunity have a special 30-day TSP election opportunity, beginning on the effective date of the transfer. This special TSP election opportunity is in addition to any TSP open season election opportunity.

Effective Dates

FERS Transfer

FERS transfers elected by eligible employees under this one-time election opportunity become effective the first pay period after personnel services staff receive a complete FERS Election Form, provided the FERS Election Form is received by personnel between July 1 and the close of business on December 31, 1998, and subject to former spouse consent requirements as described on the FERS Election Form.

The earliest possible effective date for a FERS transfer under this one-time election opportunity is July 4, 1998. Normally, the latest possible effective date for a FERS transfer under this one-time election opportunity is January 2, 1999. Although all elections must be submitted by December 31, 1998, the effective date may be later than January 2, 1999, based on circumstances related to former spouse consent. In these circumstances, described on the FERS

Election Form, an employee may ask the Office of Personnel Management (OPM) to take any of these actions that may affect the effective date:

1. Determine whether a court order is on file that awards any living former spouse either survivor benefits (unless he or she remarried before age 55) or a portion of the employee's future annuity. In these cases, if OPM determines no court order is on file, a FERS transfer becomes effective the first pay period after OPM so notifies the personnel services office.
2. Waive former spouse consent if the employee cannot locate the person. In these cases, if OPM grants the request, a FERS transfer becomes effective the first pay period after OPM notifies the personnel services office it has done so.
3. Grant an extension of time to obtain a court order modification. In these cases, a FERS transfer becomes effective the first pay period after the court order modification only if it is within the time period of any extension granted by OPM and subject to the above former spouse consent requirements.

TSP Election

A TSP election made under the special 30-day election opportunity becomes effective the first pay period after a FERS transfer is effective and the TSP election has been received, provided the TSP election is received from the beginning date of the FERS transfer through 30 days thereafter. The earliest possible special TSP election effective date is July 18, 1998.

Personnel services staff must initiate completion of PS Form 6886, *Thrift Savings Plan Request for Retroactive Contributions*, for all TSP-1 forms not processed on time according to the above instructions. This form must be completed for either a belated election or an administrative error. The effective date for a special TSP election not processed on time must be made retroactive depending on the date the employee initially filed his or her TSP election form with the personnel services office. **PS Form 6886, which was published in *Postal Bulletin 21665 (3-31-88)*, must be reproduced locally as needed.**

Communications

Notice

To assist in publicizing the FERS one-time election opportunity, all offices must post the notice on page 83 of this *Postal Bulletin* on bulletin boards through December 31, 1998.

Direct Mailing to Employees

Employees covered by CSRS and CSRS Offset will receive several mailings at their mailing addresses of record with materials or information helpful for making their FERS election decisions, as shown below.

Arrival Date	From	Item
Already received	National level	Announcement letter dated May 27, 1998
July 1	National level	Information package that contains: <ul style="list-style-type: none"> - Cover letter - RI 90-3, <i>FERS Transfer Handbook</i> (NSN 7690-02-000-7099, -U/I - EA - Bulk Pack Qty. - 50, edition date April 1998; 1997 and 1996 editions still usable). - SF 3109, <i>FERS Election Form</i> (NSN 7540-01-280-5503, U/I - PG, edition date - July 1989 - can be ordered from the MDC, which will pass on the order to GSA) - Social Security notice, "A Pension from Work Not Covered by Social Security" on the Windfall Elimination Provision (not an MDC stock item, edition date - January 1998) - Social Security notice, "Government Pension Offset" (not an MDC stock item, edition date - May 1997)
Already received	Thrift Savings Plan (TSP) Service Office	May 1998 participant statement if employee has a TSP account
July 1	Minneapolis Accounting Service Center	Letter with relevant personal data
July 20	Social Security Administration	Social Security Personal Earnings and Benefits Estimate Statement (PEBES)

The return address for the announcement letter and the information package above is the employing office of record. If an announcement letter or enrollment package is undeliverable, the employing office must make every effort to deliver it to the employee, or give it to Human Resources to deliver to the employee. Not only is the information very important, but also delivering the returned enrollment package to an employee also offers that employee an opportunity to submit a

correct PS Form 1216, *Employee's Current Mailing Address* (NSN 7530-02-000-7354, Quick Pick # - 118, U/I - SE, Bulk Pack Qty - 4,000).

Extra Materials

After the direct mailings to employees described above are completed, extra copies of RI 90-3, *FERS Transfer Handbook*, and SF 3109, *FERS Election Form*, will be forwarded to the Material Distribution Center, which will distribute them to Human Resources at Customer Service and Sales district offices, area offices, processing and distribution centers, bulk mail centers, airport mail centers, remote encoding centers, the Employee Service Center for the DC Metro Area, Office of Inspector General, Inspection Service divisions, Headquarters, and selected Headquarters field units. The MDC expects to distribute these extra materials by the end of July 1998.

Other Publicity

Videotape. A publicity videotape has been produced and is being distributed from the national level to Human Resources at Customer Service and Sales district offices, area offices, processing and distribution centers, bulk mail centers, airport mail centers, remote encoding centers, Office of Inspector General, Inspection Service divisions, Headquarters, and selected Headquarters field units. These installations receive multiple copies of the publicity videotape, in uncaptioned and open-captioned versions.

The videotape repeats a 6-minute segment for a total of approximately 1 hour. Installations that receive the videotape should show it in locations where employees are likely to see it, such as break rooms, beginning upon its receipt and then as often as necessary to publicize the election opportunity through December 31, 1998.

Broadcast. On June 23, from 1:00 p.m. until 4:00 p.m. Eastern Standard Time (EST), the Postal Service Satellite Network will air a broadcast intended to assist interested eligible employees with the FERS election decision. The broadcast will be repeated on June 24, from 9:00 a.m. until 12:00 noon (EST).

A videotape of this broadcast, in uncaptioned and open-captioned versions, will be distributed from the national level to Human Resources at Customer Service and Sales district offices, area offices, processing and distribution centers, bulk mail centers, airport mail centers, remote encoding centers, Office of Inspector General, Inspection Service divisions, Headquarters, and selected Headquarters field units. These installations receive multiple copies of the broadcast videotape, in uncaptioned and open-captioned versions, and should make it available to interested employees.

JULY 4th NOTICE

Fourth of July Holiday Schedule

According to Article 11.6 of the National Agreement with the National Postal Mail Handlers Union, the holiday schedule for Mail Handler employees will be posted as of **twelve noon (i.e., 12:00 p.m.)** on the Tuesday preceding the service week in which the holiday falls. This differs with holiday scheduling within other bargaining unit national agreements such as with the American Postal Workers Union and the National Association of Letter Carriers, which state that the schedules will be posted as of the Tuesday preceding the service week in which the holiday falls. Moreover, national

agreements with the Postal Police Officers and the National Postal Professional Nurses require that holiday schedules be posted by the Wednesday of the service week in which the holiday falls.

Pay computation information pertaining to holiday leave is provided in 434.4 of ELM 13, June 1998 which is now available on the Postal IntraNet.

—Human Resources, Compensation, 6-18-98

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Attention

Important Retirement Information FERS One-Time Election Opportunity

When	July 1 through December 31, 1998 — six-month period.
Eligibility	For employees covered by the Civil Service Retirement System (CSRS), including CSRS Offset. Not for employees already covered under FERS.
Mailings to CSRS/CSRS Offset Employees	May 27 announcement letter. Information package with <i>FERS Transfer Handbook</i> , <i>FERS Election Form</i> , Social Security notices enclosed. Letter from Minneapolis Accounting Service Center. If not received by July 1, contact your personnel office.
PSTN Broadcast	June 23, 1:00 p.m.–4:00 p.m. Eastern Standard Time (EST); repeated June 24, 9:00 a.m.–12:00 noon (EST).
Web Site/ Comparison Software	Internet Webhsite at: http://www.csrsfers.com . Includes USPS Comparison Software Program customized for postal employees to compare future CSRS versus FERS benefits; password is: USPS .
Closing Date	To elect to transfer, submit <i>FERS Election Form</i> to your personnel office by close of business December 31, 1998.

—Compensation, Human Resources, 6-18-98

PLEASE POST ON ALL BULLETIN BOARDS THROUGH DECEMBER 31, 1998

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NOTICE TO ALL EMPLOYEES

THRIFT SAVINGS PLAN FACT SHEET

C, F, and G Fund Monthly Returns

Released June 8, 1998

MONTHS	C	F	G
1989 JAN.-DEC. %	31.03	13.89*	8.81
1990	-3.15	8.00*	8.90
1991	30.77	15.75	8.15
1992	7.70	7.20	7.23
1993	10.13	9.52	6.14
1994	1.33	-2.96	7.22
1995	37.41	18.31	7.03
1996	22.85	3.66	6.76
1997	33.17	9.60	6.77
1997			
JUNE	4.45	1.18	.56
JULY	7.94	2.69	.57
AUGUST	-5.59	-.86	.53
SEPTEMBER	5.46	1.48	.54
OCTOBER	-3.38	1.45	.54
NOVEMBER	4.61	.46	.50
DECEMBER	1.71	1.01	.52
1998			
JANUARY	1.12	1.28	.51
FEBRUARY	7.20	-.07	.44
MARCH	5.11	.34	.50
APRIL	1.00	.52	.49
MAY	-1.72	.95	.51
LAST 12 MONTHS	30.51	10.87	6.38

*Through 1990 the F Fund was invested in the Wells Fargo Bond Index Fund.

The C Fund is invested in the Barclays Equity Index Fund, which tracks the S&P 500 stock index. The F Fund is invested in the Barclays U.S. Debt Index Fund, which tracks the Lehman Brothers Aggregate Bond index. Because of expenses and changing balances in the C and F Funds, their returns vary from Barclays' returns. The G Fund is invested in special issues of U.S. Treasury securities.

Future performance of the three funds will vary and may differ significantly from the returns shown above. See the "Summary of the Thrift Savings Plan" for detailed information about the funds and their investment risks.

The monthly C, F, and G Fund returns represent net earnings after deduction of accrued administrative expenses. The C and F Fund returns also reflect the deduction of trading costs and accrued investment management fees.

The C, F, and G Fund monthly returns are dollar-weighted: they reflect net earnings on the changing balances invested during the month. The C, F, and G Fund returns for the last 12 months assume, except for the crediting of earnings, unchanging balances (time-weighting) from month to month and that earnings are compounded on a monthly basis.

Federal Retirement Thrift Investment Board



Please post on bulletin boards.
Destroy all previous notices.

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475 L'ENFANT PLAZA SW
WASHINGTON DC 20260-1540

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

Postal Service Orders for Postal Bulletin

New Order **Change of Address**
(Include *Postal Bulletin* mailing label.)

Attention Line _____

Postal Facility Name _____

Delivery Address _____

City _____ State _____ ZIP+4 _____

Person to Contact _____
() _____

Daytime Telephone _____

Change Quantity of Subscription
(Include *Postal Bulletin* mailing label.)

Current Quantity _____ New Quantity _____

Distribution: The GPO distributes the *Postal Bulletin* for the Postal Service to all postal facilities except classified stations and branches, contract postal units, and detached mail units, which receive copies from their administrative post office.

Missing Issues: If postal facilities that receive the *Bulletin* from GPO do not receive their order, they should call the *Postal Bulletin* editor at 202-268-2836. All other facilities should contact their administrative post office.

Address and Quantity Changes and Subscription Problems: Postal facilities may send address and quantity changes and subscription queries via cc:Mail to POSTAL BULLETIN or via the Internet to pbulleti@email.usps.gov. Please include old and new address and quantities, and the "P00" subscription number from your address label. Postal facilities may also complete this form and mail it to:

ATTN POSTAL BULLETIN
US POSTAL SERVICE
475 L'ENFANT PLZ SW RM 2800
WASHINGTON DC 20260-1540

All other facilities should contact their administrative post office.

Single Copies (back to 1 year): To order extra copies or back issues (see Table of Contents for specific PSN), call MDC Customer Service at 800-332-0317 or send PS Form 7380, *MDC Supply Requisition*, to:

MATERIAL DISTRIBUTION CENTER
ATTN SUPPLY REQUISITIONS
500 SW MONTARA PKY
TOPEKA KS 66624-9602

Public Orders for Postal Bulletin

New Order **Change of Address**
(Include *Postal Bulletin* mailing label.)

Attention Line _____

Company Name _____

Delivery Address _____

City _____ State _____ ZIP+4 _____
() _____

Daytime Telephone _____

Subscription: Domestic - \$83.00 per year; International - \$103.75 per year

Subscription Orders: 202-512-1800

Subscription Inquiries: 202-512-1806 Fax: 202-512-2250

Single Copies (back to 16 issues): Domestic - \$5.00; International - \$6.25

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Total Amount \$ _____

Send _____ additional copies of Bulletin # _____
Total Amount \$ _____

GPO deposit account [] [] [] [] [] [] [] [] - []

Check/money order payable to: Superintendent of Documents

VISA **MasterCard**

Credit Card Number _____ Expiration Date _____

Signature _____

Mail Completed Form and Payment To:

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US GOVERNMENT PRINTING OFFICE
PO BOX 371954
PITTSBURGH PA 15250-7954

