United States Postal Service

Postage Statement—Nonprofit USPS Marketing Mail Easy —Nonautomation Letters or Flats

This form may be used only for a single nonautomation price mailing of identical-weight pieces. Use PS Form 3602-N for all other regular Nonprofit USPS Marketing Mail mailings. Checklists and other tools for mailers are available on the Postal Explorer website at *pe.usps.com*.

Post Office: Note Mail Arrival Date & Time (Do Not Round-Stamp)

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	Pe	rmit Holder Name, Addr	ess, Email, Telephone	Federal Agency Cost Code		Statement Seq. No.		Weight of a Single Piece		
Mailer				Total Pieces	Total Pieces		/ s			
	USPS Nonprofit Auth. No.			Total Weight	Total Weight Permit #		1		Mailpiece is a product sample	
	CRI	t Office of Mailing	Mailer's Mailing Date		DIA HARMANIA AND AND AND AND AND AND AND AND AND AN			No. & Type		
	1 03	t Office of Maining	Waller 3 Walling Date	Letter-size of flat fi	Letter-size or flat mailpiece contains DVD/CD or other disk					
ng	_	(5)						Sacks		
Mailing		Permit Imprint Ancillar	ate Method Alternative Method y Service Multiple	od This is a Political Cam	paign Mailing	Yes No		Trays		
Σ		Precanceled Stamps NCOAL	One Code ACS							
		Metered NCOA	n/a Alternative Address Format	This is Official Election	This is Official Election Mail Yes No					
ge						Total Postage	(Add parts	s totals)		
Postage	Pric Con	e at Which Postage Affixed (Ch nplete if mailing includes pieces	eck one). Correct Lowes bearing metered/PC Postage o	est Neither r precanceled stamps.	pcs. >	< \$ · =	Postage	Affixed		
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Use Only	Add	litional Postage Payment (Sta	ite reason)							
		postage affixed, add additional permit imprint, add additional pa			Total Adjusted Postage Affixed					
USPS		tmaster: Report Total Postage i mit Imprint Only)	n AIC 125	Total Adjusted Postage Permit Imprint						
Certification	sub with Reg he of for a truth mai info	ject to the Unrelated Business I in the meaning of 39 U.S.C. 362 istration Act of 1993; and (4) it or she is authorized to sign on boarny deficiencies resulting from round and complete; that the mail ling does not contain any mattermation requested on this form	: (1) the mailing complies with DI ncome Tax (UBIT) and any produce (26(j)(1)(d)(ii)(1) and 26 U.S.C. 513 will agree to pay, subject to appeal of the mailer, and that the resters within their responsibility and supporting documentation r prohibited by law or postal reging may be subject to criminal and/of- garding our Privacy Policy visit	ucts and services advertise (A); (3) the mailing if made pal, any revenue deficiencie pal, any revenue deficiencie pal, knowledge, or control. The comply with all postal stand ulation. I understand that a pricivil penalties, including	ed are substated are substated are voting resident as assessed of the control of	untially related to the no egistration official is re on this mailing. If an ag agrees to pay any defic eby certifies that all inf at the mailing qualifies urnishes false or mislea	onprofit organiza quired or author ent signs this fo ciencies. In addit ormation furnish for the prices a	ation's autho ized under the rm, the agention, agents re ed on this fond and fees clain	rized purpose the National Vote the Certifies that may be liable frm is accurate, thed; and that the	
Ö	Signature of Mailer or Agent			Printed Name of Maile	or Agent Sig	gning Form	Telephone			
		-								
		Weight of a Single Piece	Total Weight	Are postage figures at	·	from mailer's entries?	Round Stamp Payment Date	(Required)		
	sites	• pounds		Yes No If ye	s, reason:					
>	non-PostalOne! si	Total Pieces	Total Postage							
Only	Presort Verification Performed? (If required) Yes No			_						
USPS Use		I CERTIFY that this mailing has each item below if required: (1) eligibility for postage prices (2) proper preparation (and pre	Date Mailer Notified	Contac						
	be completed in	(3) proper completion of posta (4) payment of annual fee; and (5) sufficient funds on deposit	By (Initials)	Time	AM PM					
	Tol	USPS Employee's Signature		Print USPS Employee's	Print USPS Employee's Name					

Nonprofit USPS Marketing Mail Postage

Part B — Nonautomation Letters

Machinable Letters 3.5 oz. (0.2188 lbs.) or less

	Entry	Price Category	Price	No. of Pieces	Total Postage
B1	None	AADC	\$0.208		
B2	None Mixed AADC		0.234		
В3	DNDC	AADC	0.181		
B4	DNDC	Mixed AADC	0.207		
B5	DSCF	AADC	0.173		

Nonmachinable Letters 4 oz. (0.25 lbs.) or less

	Entry	Price Category	Price	No. of Pieces	Total Postage
В6	None	5-Digit	\$0.496		
B7	None	3-Digit	0.643		
В8	None	ADC	0.707		
B9	None	Mixed ADC	0.798		
B10	DNDC	DNDC 5-Digit			
B11	DNDC	DNDC 3-Digit			
B12	DNDC	ADC	0.636		
B13	DNDC	Mixed ADC	0.727		
B14	DSCF	5-Digit	0.405		
B15	DSCF	3-Digit	0.552	•	
B16	DSCF	ADC	0.616	•	

Nonmachinable Letters Over 4 oz. (0.25 lbs.) but less than 16 oz. (1 lbs.)

	Entry	Price Category	Piece Price	Or Amount Affixed	No. of Pieces	Pieces Subtotal	Pound Price	Pounds	Pounds Charged	Pounds Subtotal	Subtotal Postage	Total Postage
B17	None	5-Digit	\$0.496				\$0.707					
B18	None	3-Digit	0.643				0.707					
B19	None	ADC	0.707				0.707					
B20	None	Mixed ADC	0.798				0.707					
B21	DNDC	5-Digit	0.425				0.707					
B22	DNDC	3-Digit	0.572				0.707					
B23	DNDC	ADC	0.636				0.707					
B24	DNDC	Mixed ADC	0.727				0.707					
B25	DSCF	5-Digit	0.405				0.707					
B26	DSCF	3-Digit	0.552				0.707					
B27	DSCF	ADC	0.616				0.707					

For affixed postage mailings as described in DMM 243, compute and enter the price for each piece in the Amount Affixed column, multiply by No. of Pieces and total in the Total column.

B28 Part B Total (Add lines B1 — B27)

Part E — Nonautomation Flats

Flats 4 oz. (0.25 lbs.) or less

	Entry	Price Category	Price	No. of Pieces	Total Postage
E1	None	5-Digit	\$0.496		1 2 2 2 1 Cottage
E2	None	3-Digit	0.643		
E3	None	ADC	0.707		
E4	None	Mixed ADC	0.798		
E5	DNDC	5-Digit	0.425		
E6	DNDC	3-Digit	0.572		
E7	DNDC	ADC	0.636		
E8	DNDC	Mixed ADC	0.727		
E9	DSCF	5-Digit	0.405		
E10	DSCF	3-Digit	0.552		
E11	DSCF	ADC	0.616		

E12 Part E Total (Add lines E1 — E11)

Nonprofit USPS Marketing Mail NZ — Easy Nonautomation Letters or Flats — Instructions

Use this form only for nonautomation letters or flats at regular Nonprofit USPS Marketing Mail prices.

- **Step 1:** Complete Mailer and Mailing sections on pages 1 and 2 applicable to the mailing presented. For all sections not applicable, enter N/A.
- Step 2: Complete the Postage section for applicable category, Presorted Letters and Flats, as follows: Fill in the number of pieces at each presort and entry discount level on the appropriate line in section B or section E. Multiply the number of pieces by the corresponding postage price. For Permit Imprint mailings, round off to four decimal places. On Postage Affixed mailings round off to three decimal places.
- Step 3: Add the applicable postage (part B or E). Enter the subtotal for Part B or Part E on the appropriate Part B or E Subtotal line. Enter the Total Postage, rounded off to two decimal places on the Total Postage line. (For postage affixed round off to three decimal places.)
- **Step 4:** Complete the line for Postage Affixed (if applicable). Check the box for the Price at Which Postage Affixed (Correct, Lowest, or Neither). Multiply the number of pieces times the postage affixed and put the total in the blank line for Postage Affixed. Subtract the amount of Postage Affixed from the Total Postage; enter remainder in Net Postage
- **Step 5:** Read and sign the Certification section, including your telephone number.

For more information on mailing standards, prices, and fees please go to Postal Explorer at *pe.usps.com*.